DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CITY OF CRESCENT CITY
COUNTY OF DEL NORTE
STATE OF CALIFORNIA

Board of Supervisors Chambers
Flynn Center 981 H Street
Crescent City, CA

Regular Session **Tuesday September 15, 2015** **3:30 PM**

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The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in Regular Session. Only those items that indicate a specific time will be heard at the assigned time. All items may be taken out of sequence to accommodate public and staff availability.

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All documents referred to in this agenda are available at the Office of the Del Norte Solid Waste Management Authority at 1700 State Street in Crescent City, between the hours of 8 A.M. and 5 P.M. Monday through Friday OR online at www.recycledelnorte.ca.gov

For more information call 465-1100 or email dnswma@recycledelnorte.ca.gov

3:30 PM **CALL MEETING TO ORDER / ROLL CALL**

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

3:30 PM ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

OPEN SESSION ITEMS:

1. **CONSENT AGENDA**

   1.1 Approve minutes, Regular Session, Tuesday, August 18, 2015. **
   1.2 Approve Budget Transfer for FY 14/15 in the amount of $202.00 . **
   1.3 Approve Budget Transfer for FY 15/16 in the amount of $15,000.00 . **

END CONSENT AGENDA

DISCUSSION/ACTION ITEMS

2. LANDFILL POSTCLOSURE

2.1 Discussion and possible action regarding releasing a request for proposals for Aerial Surveying services for the Crescent City Landfill. **

3. COLLECTIONS FRANCHISE

3.1 Discussion and possible action regarding Collections Change Order 7 with Recology Del Norte establishing overweight limits for bins with a volume of six cubic yards or less. **

4. TRANSFER STATION – No Items

5. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

5.1 Discussion and possible action regarding approval of use of Authority-allocated bin pulls for the Del Norte County Fair, Beach Cleanup, and Sea Cruise. **

5.2 Discussion and possible action regarding changes to the Authority staffing chart, including the elimination of the Program Manager position, the creation of a new position for a Facilities and Programs Coordinator, and modifications to the job descriptions for the Administrative Assistant – Solid Waste and the Account Clerk – Solid Waste. **

5.3 Discussion and possible action regarding Rate Ordinance 2015-01, Establishing a Rate for Commercial Oil Pumping at the Del Norte County Transfer Station. **

5.4 Discussion and possible action regarding Resolution 2015-08, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING A REVISED DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY CODE OF ETHICS AND CONDUCT FOR BOARD COMMISSIONERS AND MEMBERS APPOINTED TO COMMISSIONS AND COMMITTEES. **

5.5 Discussion and possible action regarding Resolution 2015-09, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING FIRST AMENDED BYLAWS. **

6. DIRECTOR'S & TREASURER'S REPORTS

Agenda items 6.1 through 6.5 are provided for information only

6.1 Director's Report **

6.2 Treasurer/Controller Report for July 2015 **
6.3 Claims approved by Director for August 2015 **
6.4 Monthly Cash and Charge Reports for August 2015 **
6.5 Earned Revenue Comparisons between FY14/15 and FY15/16 **

7. ADJOURNMENT

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M., October 20, 2015 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

**** Asterisks next to Agenda Item indicates an associated attachment**

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CITY OF CRESCENT CITY
COUNTY OF DEL NORTE
STATE OF CALIFORNIA
Regular Session, Tuesday August 18, 2015, 3:30 PM

PRESENT:	Commissioner Ron Gastineau Commissioner Roger Gitlin Commissioner Rick Holley, Chair Commissioner Martha McClure, Vice Chair Director Tedd Ward Legal Counsel Martha Rice Treasurer / Controller Richard D. Taylor
ABSENT:	Commissioner Angela Glore, Secretary
ALSO PRESENT:	Katherine Brewer, Authority Clerk Jeremy Herber, Recology Del Norte Dave Mason, Del Norte County Code Enforcement Officer Kathryn Murray, Crescent City Councilperson

3:30 PM CALL MEETING TO ORDER

Chairman Holley called the meeting to order in regular session at 3:31 p.m.

PLEDGE OF ALLEGIANCE

The pledge was led by Commissioner Gastineau. Roll was taken with Commissioners Gastineau, Gitlin, Holley, and McClure present. Commissioner Glore was absent.

NEW ITEM

Director Ward informed Board members that an item had come to his attention after the agenda had been posted. A VISA credit card bill required Board authorization for payment because it was over $5,000.00. Waiting for the next meeting would cause the Authority to incur late fees.

On a motion by Commissioner Gitlin, seconded by Commissioner Gastineau, and unanimously carried on a polled vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority found that the matter of approval of payment of the VISA credit card bill arose subsequent to the posting of the agenda and action was required prior to the next regular meeting, adding it to the Consent Agenda.

1.1

OPEN SESSION ITEMS:

1. **PUBLIC HEARING:** Hold a Public Hearing to determine if a nuisance exists upon the property at 43 Weber Drive, Klamath, CA, and possible action to abate said nuisance if confirmed. **031205**

Chairman Holley opened the Public Hearing at 3:35 p.m. Dave Mason, Code Enforcement Officer for the County Community Development Department and the Authority, was sworn in and entered his full report into the record. He added that a Bench Warrant has been issued on the owner.

Linda Sutter was sworn in and addressed the Authority to encourage Board Members to determine that a nuisance exists. Chairman Holley closed the Public Hearing at 3:41 p.m.

On a motion by Commissioner Gitlin, seconded by Commissioner McClure and unanimously carried on a polled vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority Board of Commissioners voted as follows:

1. The Board confirmed that a nuisance exists at 43 Weber Drive, Klamath, CA, APN 127-220-40.

2. The Enforcement Officer was ordered to immediately abate the nuisance by engaging contractors to:
   a. Cut, mow, or prune as necessary to remove the overgrowths of vegetation; and
   b. Remove and properly dispose of all discards, solid waste and junk; and
   c. Remove and scrap all inoperative vehicles; and
   d. Secure the building against entry in accordance with HUD standards to prevent further violations.

3. The owner of the property shall be responsible for paying the costs of abatement, including any civil penalties assessed by the Board. Costs and penalties shall be determined at a cost accounting hearing after the nuisance is abated.

3:41 PM PUBLIC COMMENTS:

The following person(s) addressed the Authority:

Richard Miles, City resident, expressed concern regarding ethics violations. He also spoke in support of Former Commissioner Mary Wilson.

Karen Sanders, County resident and former Task Force member, pointed out that Former Commissioner Wilson had not served on the Solid Waste Authority Board at the same time she was on the Task Force with Ms. Saunders. This contradicted several of the Grand Jury's findings regarding Mary Wilson.

Paula Enam, County resident, spoke in support of Former Commissioner Wilson and felt that businesses should be treated fairly as well as residents. She thought Commissioner Gitlin and Former Commissioner Wilson should both be praised.

Donna Westfall, City resident, did not feel that code enforcement was applied fairly.

2. CONSENT AGENDA

2.1 Approve minutes, Regular Session, Tuesday, July 21, 2015.
2.2 Approve payment of dues to the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties for Fiscal Year 2015/2016 in the amount of $6,000.00.
2.3 Acknowledge and file approval of No Exposure Certification regarding stormwater management, monitoring and reporting at the Del Norte County Transfer Station.
2.4 Acknowledge and file letter of July 30, 2015, from Terry Brennan of the California Department of Resources Recycling and Recovery (CalRecycle) regarding the Authority's diversion and mandatory commercial recycling programs.
2.5 ***ADDED ITEM*** Approve payment of the U.S. Bank VISA credit card bill in the amount of $6,964.90.

END CONSENT AGENDA

Chairman Holley asked that item 2.5 be pulled from the consent agenda for discussion.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and unanimously carried on a polled vote with Commissioner Glore absent and Commissioner Gitlin abstaining on item 2.1, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 2.1-2.4, as presented.

Discussion was held regarding item 2.5. Director Ward explained that the bill was actually for two cards. Each card balance was below the $5,000.00 limit requiring Board authorization; however the two added together exceeded it. It was further discussed that the largest item on the bill was for a new pump to replace one that had been stolen from the landfill. Director Ward was asked to return to the practice of filing a report with law enforcement when such thefts occurred.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure and unanimously carried on a polled vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority approved payment of the U.S. Bank VISA credit card bill in the amount of $6,964.90.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE – No Items

4. COLLECTIONS FRANCHISE

4.1 Discussion and possible action regarding lid closure retrofits for Recology Del Norte carts to address concerns regarding wind. **180510**

Jeremy Heber, Recology Del Norte Operations Manager, informed the Board that he was not impressed by the sample of a bin-locking mechanism he had recently received. He submitted an information sheet for the record, but stated that he intended to perform further investigation. Commissioner McClure suggested that Recology consider reaching out to local fabricators as they are considering possible cart lid closures.

5. TRANSFER STATION

5.1 Discussion and possible action regarding Change Order 21 developing a program for commercial oil recycling at the Del Norte County Transfer Station. **080104**

On a motion by Commissioner Gitlin, seconded by Commissioner McClure, and unanimously carried on a polled vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority approved Transfer Station Operations Change Order 21, developing a program for commercial oil recycling at the Del Norte County Transfer Station.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 PUBLIC HEARING: Hold a public hearing on whether Commissioner Roger Gitlin has violated the "Del Norte Solid Waste Management Authority Code of Ethics and Conduct for Board Commissioners and Members Appointed to Commissions and Committees" and possible action and/or referral to the Del Norte County Board of Supervisors for additional response and/or action. **052001**

Chairman Holley opened the Public Hearing at 4:13 p.m. The following person(s) addressed the Authority:

Ed Edwards, City resident, spoke in support of Commissioner Gitlin.

Craig Strong, County resident, felt that Code of Ethics violations had impeded the Authority. He suggested that enforcement of Ethics violations committed by former commissioners could not be pursued and that Commissioner Gitlin should pledge to follow the Code of Ethics from this point forward. Mr. Strong presented a letter to the Board, dated August 18, to be added to the record.

Linda Sutter felt that unless actual mismanagement occurred, the issue should be dropped.

Steve Perez, County resident, pointed out that the Grand Jury, not the Authority, had initiated this issue. He felt that requiring the Authority Director to sign a letter reprimanding a commissioner dragged staff into Board conflicts.

Bill Lonsdale, City resident, thought this could be taken as corrective rather than punitive and hoped that Commissioner Gitlin would take that message and step down voluntarily.

Donna Westfall, City resident, was not in favor of censure.

Elizabeth Henry, County resident, was in favor of Commissioner Gitlin's removal from the Board.

Donna Thompson, County resident, felt that the Board had been in a muddle until recently.

Patricia Black, City resident, thought that Commissioner Gitlin's patterns of behavior had sabotaged working relationships.

Tim Hoone, County resident, had been taken aback by the content of Commissioner Gitlin's email to Chairman Holley and thought verbal attacks should be addressed. He agreed with Mr. Lonsdale that action should be taken as corrective rather than punitive.

Kathryn Murray, City resident, also agreed with Mr. Lonsdale. She felt the Grand Jury report was thorough and factual.

Andy Larson, County resident, did not think that all of the facts were included in the Grand Jury report. He also felt that disagreement was necessary for a good board.

Robin Sutherland, City resident, felt that Commissioner Gitlin was polarizing, not cooperative, and needed to be removed so that work could be done.

Harold Nimitz, County resident, supported Commissioner Gitlin and felt that changes were happening for the better with him.

Ron Cole, County resident, had concerns with Commissioner Gitlin's contacts with applicants for the Public Board Member position. He wanted to see gridlock end.

Barbara Burke, County resident, agreed with Mr. Cole. She also felt that Commissioner Gitlin should be either more professional, or off the Board.

Commissioner Gitlin was next given the opportunity to address the Grand Jury allegations of violations of the Authority's Code of Ethics and Conduct. He delivered a verbal response denying all ethics and code of conduct violations. He added that he takes his commitments seriously. He was proud of his record and would continue to speak out.

Chairman Holley called for a brief recess at 5:27 p.m. At 5:32 p.m. the meeting resumed.

Commissioner Gastineau stated that the Grand Jury's Report was consistent with his experience on the Board over the last couple of years. He did not think Commissioner Gitlin would change. In order to move forward, he was going to vote in favor of Commissioner Gitlin's removal from the Board.

Chairman Holley had looked forward to Commissioner Gitlin accepting some responsibility for his actions, and expressed sadness that he did not do so.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and unanimously carried on a polled vote with Commissioner Glore absent and Commissioner Gitlin excluded, the Del Norte Solid Waste Management Authority sustained the allegations contained in the 2014-2015 Del Norte County Grand Jury Report that Commissioner Gitlin violated the Authority's Code of Ethics and Conduct.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and unanimously carried on a polled vote with Commissioner Glore absent and Commissioner Gitlin excluded, the Del Norte Solid Waste Management Authority: a.) directed legal counsel to compose a formal notice of censure to Commissioner Gitlin for the violations of the Authority's Code of Ethics and Conduct as affirmed by the Authority Board, and b.) directed staff to send a copy of the notice of censure regarding violations of the Authority's Code of Ethics and Conduct to the Del Norte County Board of Supervisors for action, accompanied by a recommendation that Commissioner Gitlin be removed from appointment to the Del Norte Solid Waste Management Authority and that the Board of Supervisors make a different appointment to the Authority's Board of Commissioners for the remainder of 2015.

6.2 Discussion and possible action regarding the Authority's response to the 2014 / 2015 Grand Jury Report regarding the Del Norte Solid Waste Management Authority, and possible referral to the Del Norte County Board of Supervisors for additional response and/or action. **071801**

The following person(s) addressed the Authority:

Ed Edwards, City resident, spoke in support of Commissioner Gitlin, saying that he had the bests interests of the area at heart.

Bill Lonsdale, City resident, did not think it was the business of the Grand Jury to tell the City and County how to choose their representatives to the Board.

Dale Bohling felt Commissioner Gitlin was being railroaded by the Grand Jury.

Elizabeth Henry, County resident, thanked the Board for upholding the Grand Jury report.

Dale Condon, County resident, felt that Commissioner Gitlin had violated the Code of Ethics during this meeting.

Craig Strong, County resident, thought that the Solid Waste Task Force should also be required to follow the Code of Ethics.

Mary Wilson, Former Commissioner, stated that the Grand Jury Report was incorrect in Finding Three, regarding Code of Ethics violations the Jury alleges she had committed. She argued that during the period in question, she was serving on the Task Force, not the Authority Board, and the Task Force was not bound by the Code of Ethics. She asked that a copy of her letter to Judge Follett, dated August 18, be entered into the record.

Wesley Nunn did not think Commissioner Gitlin was wrong to speak for himself.

Commissioner McClure suggested that the Grand Jury response be modified to strike Code of Ethics violations by Commissioner #5.

Dr. Tod A. Roy, Grand Jury Foreman, advised that Ms. Wilson should file her response to the Grand Jury Report with Judge Follett.

Commissioner Gitlin stated that he rejected the Grand Jury Report.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and carried on a polled vote with Commissioner Gitlin dissenting and Commissioner Glore absent, the Del Norte Solid Waste Management Authority accepted the proposed response to the Grand Jury Report as modified.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority directed staff to have all current members of the Del Norte Solid Waste Task Force review and sign the Authority's Code of Ethics and Conduct no later than October 2015.

6.3 Discussion and possible action regarding draft changes to the "Del Norte Solid Waste Management Authority Code of Ethics and Conduct for Board Commissioners and Members Appointed to Commissions and Committees" as recommended by the By-laws and Ethics Committee, and related discussion and possible action regarding Resolution 2015-08, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING REVISED DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY CODE OF ETHICS AND CONDUCT FOR BOARD COMMISSIONERS AND MEMBERS APPOINTED TO COMMISSIONS AND COMMITTEES.

6.4 Discussion and possible action regarding draft changes to the Del Norte Solid Waste Management Authority By-Laws as recommended by the By-

Laws and Ethics Committee, and related discussion and possible action regarding Resolution 2015-09, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING FIRST AMENDED BYLAWS. **

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a voice vote with Commissioner Glore absent, the Del Norte Solid Waste Management Authority tabled discussion of agenda items 6.3 and 6.4 until the next meeting.

7. DIRECTOR'S & TREASURER'S REPORTS
Agenda items 7.1 through 7.5 are provided for information only

7.1 Director's Report **231501**
7.2 Treasurer/Controller Report for June 2015
7.3 Claims approved by Director for July 2015
7.4 Monthly Cash and Charge Reports for July 2015
7.5 Earned Revenue Comparisons between FY14/15 and FY15/16

Director Ward presented the above-listed reports, which were accepted.

8. ADJOURNMENT
Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M., September 15, 2015 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Authority, the Chairman adjourned the meeting at 6:51 p.m., until the next regularly scheduled meeting on September 15, 2015.

_____ Date / /
Richard Holley, Chair
Del Norte Solid Waste Management Authority

ATTEST:

_____ Date / /
Dr. Angela Glore, Secretary
Del Norte Solid Waste Management Authority

Submitted:

Date / /

Katherine Brewer, Clerk
Del Norte Solid Waste Management Authority

Del Norte Solid Waste Management Authority Budget Transfer for FY 14/15

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Solid Waste	422	421	20200	Memberships	$ 202	
Solid Waste	422	421	20232	Software		$ 202
Department complete and send to Auitor's Office for transfer number				**Total Amounts**	$ 202	$ 202

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

Department Head Signature

Date

AUDITOR'S OFFICE: SUFFICIENT BALANCES EXIST PER ABOVE

Date

Deputy Auditor- Controller

Classification Rev#

budget revision form

Auditor's Office: Sufficient balances exist per above
(Under $100 Auditor's Office approves)

Deputy Auditor-Controller

Date

TR No. _____ Budget Revision No. _____

_____Includes Revenue Appropriation _____Requires 4/5ths Vote

Passed by the Del Norte Solid Waste Management Authority on _____

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Katherine Brewer, Authority Clerk

Richard Holley, Chair
Del Norte Solid Waste Management Authority

1.2

Del Norte Solid Waste Management Authority Budget Transfer

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Solid Waste	422	421	90650 - 079	DOC Grant 15/16	$ 15,000.00	
Solid Waste	422	421	20221 - 079	Printing - DOC Grant 15/16		$ 3,000.00
Solid Waste	422	421	20240 - 079	Advertising - DOC Grant 15/16		$ 3,000.00
Solid Waste	422	421	20285 - 079	Special Dept. Expense - DOC Grant 15/16		$ 4,500.00
Solid Waste	422	421	20290 - 079	Travel - DOC Grant 15/16		$ 4,500.00
Solid Waste	422	421				
Solid Waste	422	421				
Solid Waste	422	421				
Solid Waste	422	421				
Department complete and send to Auitor's Office for transfer number before				**Total Amounts**	$ 15,000.00	$ 15,000.00

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

Department Head Signature

Date

AUDITOR'S OFFICE: SUFFICIENT BALANCES EXIST PER ABOVE

Date

Deputy Auditor- Controller

Classification Rev#

budget revision form

Auditor's Office: Sufficient balances exist per above
(Under $100 Auditor's Office approves)

Deputy Auditor-Controller

Date

TR No. _____ Budget Revision No. _____

_____ Includes Revenue Appropriation _____ Requires 4/5ths Vote

Passed by the Del Norte Solid Waste Management Authority on _____

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Katherine Brewer

Richard Holley, Chair
Del Norte Solid Waste Management Authority

3

CalRecycle

City/County Annual Payment Request System
Funding Request

Crescent City

Funding Request Cycle : FY 2014-2015 **Submitted On:** 6/23/2015 **Eligible Funds:** 5,000

Status: Approved for Payment **Submitted By:** Tedd Ward

Total Payment Amount: 5,000

Program Requirements

1) Provide a brief description of the proposed project(s) that you plan to implement with city/county payment program funds. Public Resources Code 14581 (a)(4)(B).

The Del Norte Solid Waste Management Authority plans on using the 2014/15 beverage container block grant funds to provide regular collections of beverage containers and other recyclables from government offices, promote beverage container recycling at community events with outreach materials and in advertisements, provide supplies and support for community cleanup events, and provide related training for Authority staff.

2) Please specify supermarket siting information pursuant to Public Resources Code 14581 (a)(4)(F).

Have you prohibited the siting of a supermarket site? :

No

Have you caused a supermarket to close its business? :

No

Have you adopted a land use policy that restricts or prohibits the siting of a supermarket site within your jurisdiction? :

No

3) Are you currently participating in mediation mandated by AB 506 , have you attempted to initiate such mediation or have you declared a fiscal emergency within the last 12 months? ***Note: The answer is for informational purposes and will not be used to determine eligibility for payment funding.***

No

4) These funds shall not be used for activities unrelated to beverage container recycling or litter reduction, Public Resources Code 14581 (a)(4)(C).

Yes, I Accept

Contacts

Name	Contact Type	Title	Phone	Email
Mr. Tedd Ward	Funding Request, Secondary	Director	(707) 465-1100	tedd@recycledelnorte.ca.gov
Mr. Eugene Palazzo	Primary	City Manager	(707) 464-7483	epalazzo@crescentcity.org

Addresses

Address	Address Type	County
1700 State Street Crescent City, 95531	Mailing Payment Physical	Del Norte

Submitted Activities

Activity Group	Activity Item	Budgeted Funds
Beverage Container Collection Programs	Public Parks / Recreational Areas Government / Office Buildings Schools - Elementary Schools - Middle Community Events	1,000
Litter Clean-up	Public Parks / Recreational Areas Community Events Equipment / Supplies	500
Advertising/Promotional	Media (TV, Radio, Video) Print Ads / Flyers / Posters	1,000

Recycling Education	General Public Recycling Hotline / Website Recycling Guides / Booklets / Brochures Exhibits / Booths	1,000
Personnel	Training	1,000
Recycled Content Products	Signs	500
Total:		**5,000**

Activity Expenditures **Current Activity Group**	**Current Activity Item**	**Budgeted Funds**
Beverage Container Collection Programs	Public Parks / Recreational Areas Government / Office Buildings Schools - Elementary Schools - Middle Community Events	1,000
Litter Clean-up	Public Parks / Recreational Areas Community Events Equipment / Supplies	500
Advertising/Promotional	Media (TV, Radio, Video) Print Ads / Flyers / Posters	1,000
Recycling Education	General Public Recycling Hotline / Website Recycling Guides / Booklets / Brochures Exhibits / Booths	1,000
Personnel	Training	1,000
Recycled Content Products	Signs	500
Total:		**5,000**

City/County Annual Payment Request System
Funding Request

Del Norte County

Funding Request Cycle : FY 2014-2015 **Submitted On:** 6/23/2015 **Eligible Funds:** 10,000

Status: Approved for Payment **Submitted By:** Tedd Ward

Total Payment Amount: 10,000

Program Requirements

1) Provide a brief description of the proposed project(s) that you plan to implement with city/county payment program funds. Public Resources Code 14581 (a)(4)(B).

The Del Norte Solid Waste Management Authority plans on using the 2014/15 beverage container block grant funds to provide regular collections of beverage containers and other recyclables from County offices, promote beverage container recycling at community events with outreach materials and in advertisements, provide supplies and support for community cleanup events, and provide related training for Authority staff.

2) Please specify supermarket siting information pursuant to Public Resources Code 14581 (a)(4)(F).

Have you prohibited the siting of a supermarket site? :

No

Have you caused a supermarket to close its business? :

No

Have you adopted a land use policy that restricts or prohibits the siting of a supermarket site within your jurisdiction? :

No

3) Are you currently participating in mediation mandated by AB 506 , have you attempted to initiate such mediation or have you declared a fiscal emergency within the last 12 months? ***Note: The answer is for informational purposes and will not be used to determine eligibility for payment funding.***

No

4) These funds shall not be used for activities unrelated to beverage container recycling or litter reduction, Public Resources Code 14581 (a)(4)(C).

Yes, I Accept

Contacts

Name	Contact Type	Title	Phone	Email
Mr. Tedd Ward	Funding Request, Secondary	Director	(707) 465-1100	tedd@recycledelnorte.ca.gov
Ms. Barbara Lopez	Primary	Tax Collector	(707) 464-7283	blopez@co.del-norte.ca.us

Addresses

Address	Address Type	County
1700 State Street Crescent City, 95531	Mailing Payment Physical	Del Norte

Submitted Activities

Activity Group	Activity Item	Budgeted Funds
Beverage Container Collection Programs	Government / Office Buildings Schools - Elementary Schools - Middle Schools - High Community Events Recycling Bins Supplies - Liners / Bags / Gloves	2,000
Litter Clean-up	Public Parks / Recreational Areas Equipment / Supplies	1,000
Advertising/Promotional	Billboards / Signs Print Ads / Flyers / Posters	2,000

Recycling Education	General Public Recycling Hotline / Website Exhibits / Booths	2,000
Personnel	Training	2,000
Recycled Content Products	Signs	1,000
Total:		**10,000**

Activity Expenditures		
Current Activity Group	**Current Activity Item**	**Budgeted Funds**
Beverage Container Collection Programs	Government / Office Buildings Schools - Elementary Schools - Middle Schools - High Community Events Recycling Bins Supplies - Liners / Bags / Gloves	2,000
Litter Clean-up	Public Parks / Recreational Areas Equipment / Supplies	1,000
Advertising/Promotional	Billboards / Signs Print Ads / Flyers / Posters	2,000
Recycling Education	General Public Recycling Hotline / Website Exhibits / Booths	2,000
Personnel	Training	2,000
Recycled Content Products	Signs	1,000
Total:		**10,000**

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

REQUEST FOR PROPOSALS
AERIAL SURVEYING SERVICES
CRESCENT CITY LANDFILL 2015

Del Norte Solid Waste Management Authority

I. INTRODUCTION

The Del Norte Solid Waste Management Authority (Authority) is a joint powers authority of the City of Crescent City and the County of Del Norte, and is the agency responsible for monitoring and maintaining the Crescent City Landfill. The final closure construction of the landfill was completed in February 2006. This is the first aerial survey to monitor settlement following the closure, and so the central focus of this survey is to assess the topography of the landfill mound.

The deliverables for this project include a 1" = 100' scale map with 2' contour intervals, plus digital files and a digital orthophoto with a nominal scale of 1" = 600' or finer, and a map of areas of differential settlement on the landfill mound.

II. REQUEST FOR PROPOSALS

The Authority invites proposals from companies qualified to provide the requested services described in Section III. The contents and pricing structure of the selected Proposal, this Request for Proposals, and opinions from relevant legal counsels will form the initial basis for negotiating an Agreement for the selected Contractor. The contents of each proposal should address each of the topics from the headings within this Section of the RFP.

A. Project Schedule

Proposer shall comment on the schedule, and identify any reasons for proposing any adjustments. If no comments are made, the Authority will presume that the Contractor agrees to complete all tasks described in Section III no later than 01 December 2015. 2.1

B. Qualifications

1. Surveyor's License and Experience

Proposals must include the license number of the surveyor who will stamp the results of the topographic survey and volumetric analysis, and may include copies of any documentation the Proposer chooses to include to demonstrate that such license is current and in good standing as regulated in the State of California.

C. Price Proposal

Exhibit A must be completed and submitted, along with a Billing Rate Sheet, which will be the basis for invoices submitted for the duration of this project. Proposers should also closely examine Exhibit A to see how each price proposal will be considered during the evaluation of all proposals.

III. EXISTING CONDITIONS

Existing topographical data for the Crescent City Landfill has been generated from annual aerial surveys conducted by Richard B. Davis, Inc. and others. These aerial surveys cover the entire landfill property. The scope of work for a ground survey pertains only to areas within the construction limits of the Landfill

For clarity of description, a map has been enclosed based on the electronic files produced from the aerial surveys. This map was produced from the electronic files which the Authority will provide to the selected survey contractor.

A. General Background

Between 1996 and 2005, and again in 2011, the aerial topographical surveys used to assess the remaining landfill capacity were conducted by the Richard B. Davis company. Their survey methods included the determination of spot-elevations which were plotted manually by comparing stereo images and calibrated using survey markers and monuments. The accuracy of these spot elevations on open ground is adequately accurate, but they read elevations as the top of vegetation in all circumstances where vegetation obscures the ground. Thus the aerial survey method has an inherent tendency to assess the topography as being equivalent to the top of vegetation, whether this vegetation is three inches or three feet above the ground elevation. Even in areas where the elevation has not changed significantly between aerial surveys, there are

potential changes to the topography derived from the survey because the topography is generated by triangulation based on the spot elevations. As the number, location, and accuracy of the spot elevations varies from year to year, so is the derived topography also subject to variations.

IV. SCOPE OF SERVICES

The Authority uses - and requests that deliverables produced under this scope of services use - the following IBM-compatible software: ArcView 9.0, AutoCAD 13, WordPerfect X4, Quattro Pro X4, MS Word 2013, and MS Excel 2013. For reference, please refer to the map(s) provided within Exhibit B. The Authority requests Proposals for a professional services contractor to provide the following services:

1. Review existing topographical data of the landfill property based on the most recent previous aerial survey (from Richard B. Davis, January 2011). This data includes the limits of the Phase 1 and Phase 2 areas, the limits of refuse, and the limits of construction.

2. Confirmation or establishment of survey control points that can be used in the analysis of the aerial survey to assess topography of the landfill. Contractor will coordinate as needed with Authority staff to access the landfill site, which is unstaffed and closed to the public.

3. Produce raw survey data, digital terrain model (DTM), and a digital aerial orthophoto with a ground pixel resolution of 0.50' or greater and a corresponding electronic file of the topography within the Construction Limits of the Landfill. Aerial photographs and related electronic files may be submitted on IBM compatible CD-ROM.

4. Creation and delivery of a map and topographical AutoCad 13 file reflecting the surface ground elevations as recorded by analysis of the aerial survey, as well as a contour map file in *.pdf format. The final topographical map shall have two foot (2') contour intervals and a scale of 1" = 100'.

5. Creation and delivery of a map depicting the settlement of all areas within the limits of construction of the landfill. This map shall show the total lowering of the surface elevation of the final cover, relative to the baseline topographic map of (from 3Di, January 2006). The map shall be drawn to the same scale and contour interval as the topographic map from January 2006, but showing the current topography of the final cover and featuring overprinted isopleths indicating the total settlement to-date. All areas with localized settlement greater than 12 inches below the surrounding terrain must be identifiable from the settlement map.

VI. EXHIBITS AND FORMS

Exhibit A: Statement Regarding Schedule and Proposal Price
Exhibit B: Map of Area for Ground Survey and Topographical & Volumetric Analysis

EXHIBIT A

COMPANY: _____

SURVEYOR'S LICENSE NUMBER: _____
VALID THROUGH: _____

PROJECT SCHEDULE (check one):

☐ If contracted to do so, our company intends to complete all tasks for the amounts listed below no later than 01 December 2015.

☐ If contracted to do so, our company intends to complete all tasks for the amounts listed below no later than _____.

Amount

Task 1: Review Existing Data ..... $_____

Task 2: Establish Survey Control Points ..... $_____

Task 3: Perform Topographical Survey ..... $_____

Task 4: Creation of Topographical Data and maps ..... $_____

Task 6: Volumetric Analysis ..... $_____

TOTAL (Tasks 1-6) ..... $_____

The above COMPANY shall perform all work and services described within Section III of the "Request for Proposals to Provide Topographical Ground Survey and Volumetric Analysis for the Crescent City Landfill," to be compensated in a not-to-exceed amount for each task described above.

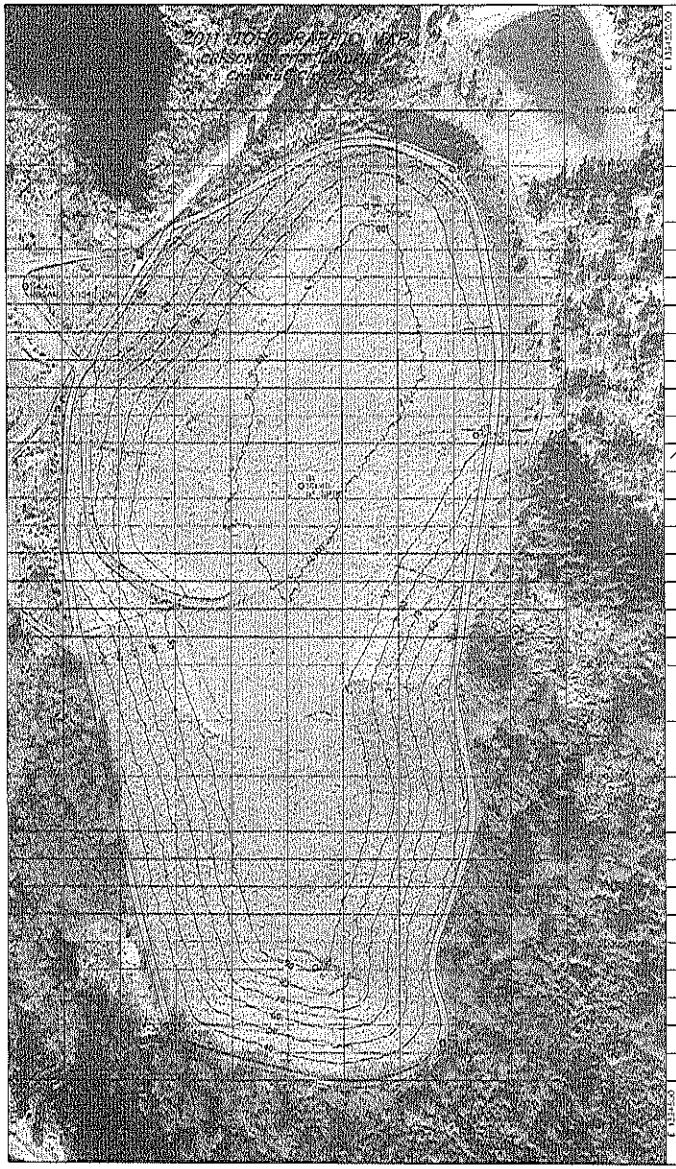
WITNESS our hands and seals this ____ day of _____ 2015.

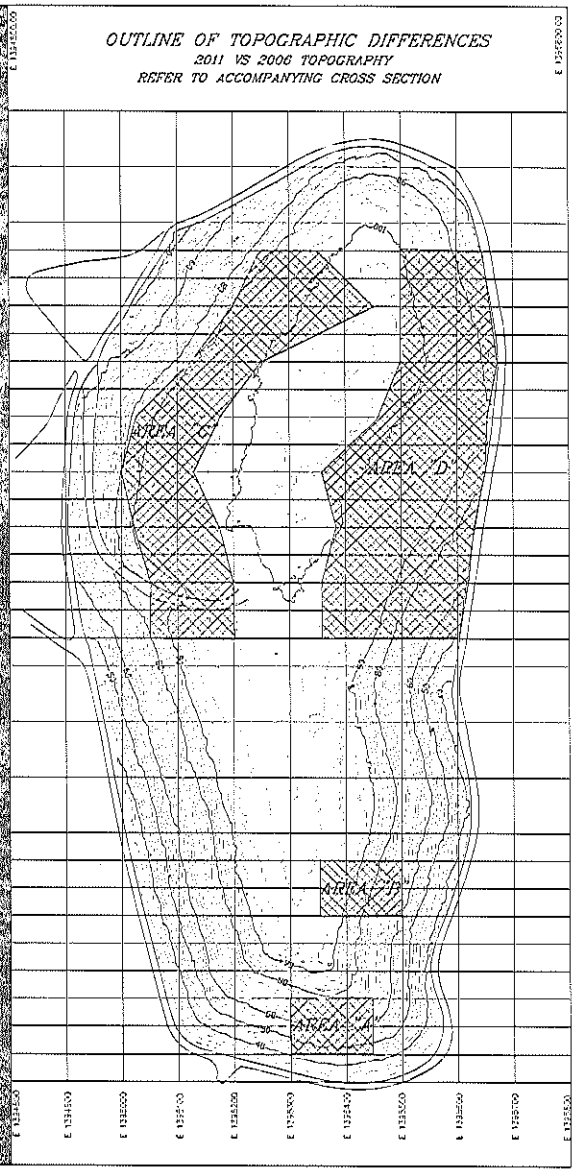
_____(Printed name)

_____ (Signature)

Corporate Seal

By: _____ (Title)





CROSS SECTION IDENTIFICATION NUMBERS CORRESPOND WITH THE NORTHING STATE PLANE (NAD 27) COORDINATES OF THE SECTION END POINTS. THE STATIONING GOING EAST FROM THE SW CORNER OF THE SECTION CORRESPONDS WITH THE EASTING COORDINATE.

THE PURPOSE OF THIS GROUND AND AERIAL SURVEY

THE PURPOSE OF THIS SURVEY WAS TO PREPARE A TOPOGRAPHIC STUDY OF THE CRESCENT CITY LANDFILL AS IT EXISTED ON THE DATE OF THE AERIAL PHOTOGRAPHY FROM WHICH THIS TOPOGRAPHY WAS COMPILED. THE AERIAL PHOTOGRAPHY WAS TAKEN ON JANUARY 2, 2011, UTILIZING A WILD AERIAL MAPPING CAMERA WITH A 1/40 / 15/4 HIGH RESOLUTION LENS. THE GROUND CONTROL SURVEY WAS PERFORMED UTILIZING TRIMBLE GPS EQUIPMENT, COUPLED WITH A TRIMBLE ROBOTIC THEODOLITE.

ALL HORIZONTAL COORDINATES ARE REFERENCED TO THE CALIFORNIA GRID COORDINATE SYSTEM, NAD 27. ALL ELEVATIONS ARE REFERENCED TO NGVD 29 DATUM. REFER TO THE CONTROL SURVEY DATA THAT IS TABULATED BELOW.

METHODOLOGY USED TO PREPARE THIS MAP

THIS MAP WAS PREPARED AND COMPILED UTILIZING LEICA LPS SOFTCOPY DIGITAL PHOTOGRAMMETRY PROGRAMS. THE 2011 TOPOGRAPHY WAS FORMED BY REFLECTANCE ILLUMINATE, AND THEN EXTENSIVELY EDITED AND CHECKED FOR ACCURACY. SUMMARY REPORTS FROM THE 2006 AND 2011 TOPOGRAPHY WERE THEN STRETCHED UTILIZING AUTOCAD TRANSFORMATIONS TO ALLOW FOR COMPARISON OF THE TWO SURFACES. CROSS-SECTIONS EXTRACTED AT VARIOUS LOCATIONS WERE THEN PREPARED FROM EACH YEAR OF TOPOGRAPHY AND COMPARED. VERY LITTLE SIGNIFICANT CHANGE WAS NOTED OVER THE MAJORITY OF THE MOUND SURFACE AREA. HOWEVER, PORTIONS OF THE AREAS SHOWN IN MAUVE CROSS HATCHING ON THIS SHEET DISPLAYED CONSISTENTLY LOWER PROFILES IN THE 2011 TOPOGRAPHY WHEN COMPARED TO THE 2006 STUDY. THESE ELEVATION DIFFERENCES VARIED FROM APPROXIMATELY 0.5' TO +1.5' IN SOME AREAS. ADDITIONAL PARTIAL CROSS SECTIONS AT 50' INTERVALS COVERING THESE AREAS WERE THEN GENERATED TO HELP ILLUSTRATE AND OUTLINE THESE CONSISTENTLY LOWER AREAS. IT SHOULD BE NOTED, HOWEVER, THAT GRASS VEGETATION VARING IN HEIGHT UP TO 1.5' AND UP WARDS OFTEN COVERS THE MAJORITY OF THIS LANDFILL MOUND, AND PREVENTS THE PHOTOGRAMMETRIST FROM CLEARLY SEEING THE GROUND. THE NATIONAL MAP ACCURACY STANDARDS ALLOW FOR VARIATIONS OF ONE-HALF THE VEGETATION HEIGHT WHERE THE GROUND IS NOT CLEARLY VISIBLE. HOWEVER, THE RATHER CONSISTENT MEASUREMENT OF LOWER ELEVATIONS IN THE CROSS HATCHED AREAS, IN PARTICULAR AREA "D", MAY WARRANT FURTHER ON-GROUND INVESTIGATION.

CROSS SECTION SHEETS SHOWING SECTIONS AT 100' STATIONS ARE ATTACHED HERETO AS SHEETS 3 AND 4. SUPPLEMENTAL PARTIAL CROSS SECTION SHEETS AT 50' STATIONS COVERING THE AREAS OF CONCERN ARE ATTACHED AS SHEETS 5 AND 6. A COMPARISON OF THE TOPOGRAPHY FROM THE 2006 AND THE 2011 STUDIES SHOWS THE POTENTIAL REDUCTION IN VOLUME BETWEEN THE 2006 AND 2011 SURFACES OF APPROXIMATELY 1,200 CUBIC YARDS. AGAIN, HOWEVER, THIS FIGURE SHOULD BE USED WITH CAUTION, AS AN ELEVATION DIFFERENCE OF ONLY 0.5' ACROSS THIS SITE WOULD REPRESENT APPROXIMATELY 21,000 CUBIC YARDS IN VOLUME.

THE CROSS SECTIONS SHOWN HEREON COVER THE AREA ACROSS THE LANDFILL MOUND BETWEEN THE INSIDE EDGES OF THE PERIMETER ROAD. MUCH OF THE AREA LYING OUTSIDE OF THIS PERIMETER ROAD IS COVERED WITH DENSE TREES AND VEGETATION, PREVENTING ACCURATE GROUND MEASUREMENTS. INCLUDING THIS AREA IN THIS COMPARATIVE ANALYSIS WOULD INTRODUCE SIGNIFICANT ERRORS.

REFER TO SHEET 2 ATTACHED HERETO FOR AN ORTHOPHOTO MAP SHOWING PLANIMETRIC DETAIL OF THIS SITE.

SURVEYOR'S STATEMENT

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN JANUARY OF 2011. THIS MAP MEETS NATIONAL MAP ACCURACY STANDARDS.

RICHARD B. DAVIS, PLS 3340
EXPIRATION DATE: 6/30/2013

RICHARD B. DAVIS
Expires 6-30-2013
3340
STATE OF CALIFORNIA

Control Survey Data

PTS#	NORTHING	EASTING	ELEV	DESCRIPTION
A1	N 904181.98	E 1396434.70	94.48	REBAR/ALUM. CAP
B0	N 904177.06	E 1397464.14	99.27	4" SPIKE
B1	N 903812.82	E 1395326.34	101.96	4" SPIKE
B2	N 903833.80	E 1395999.46	77.16	4" SPIKE
B3	N 903916.72	E 1396676.92	92.58	4" SPIKE
B4	N 903917.94	E 1397072.88	93.85	LIGHTER VALVE COVER
B5	N 902952.42	E 1395348.29	87.61	4" SPIKE
B6	N 904047.83	E 1395681.95	94.16	4" SPIKE
B9	902919.77	E 1394706.52	47.13	REBAR/ALUM. CAP

INDICATES AREAS WHERE DIFFERENCES IN ELEVATION BETWEEN 0.5' AND 1.5+' WERE NOTED BETWEEN 2006 BASE MAP AND JANUARY 2011 TOPOGRAPHY.

GRID NORTH

SCALE: 1" EQUALS 100'

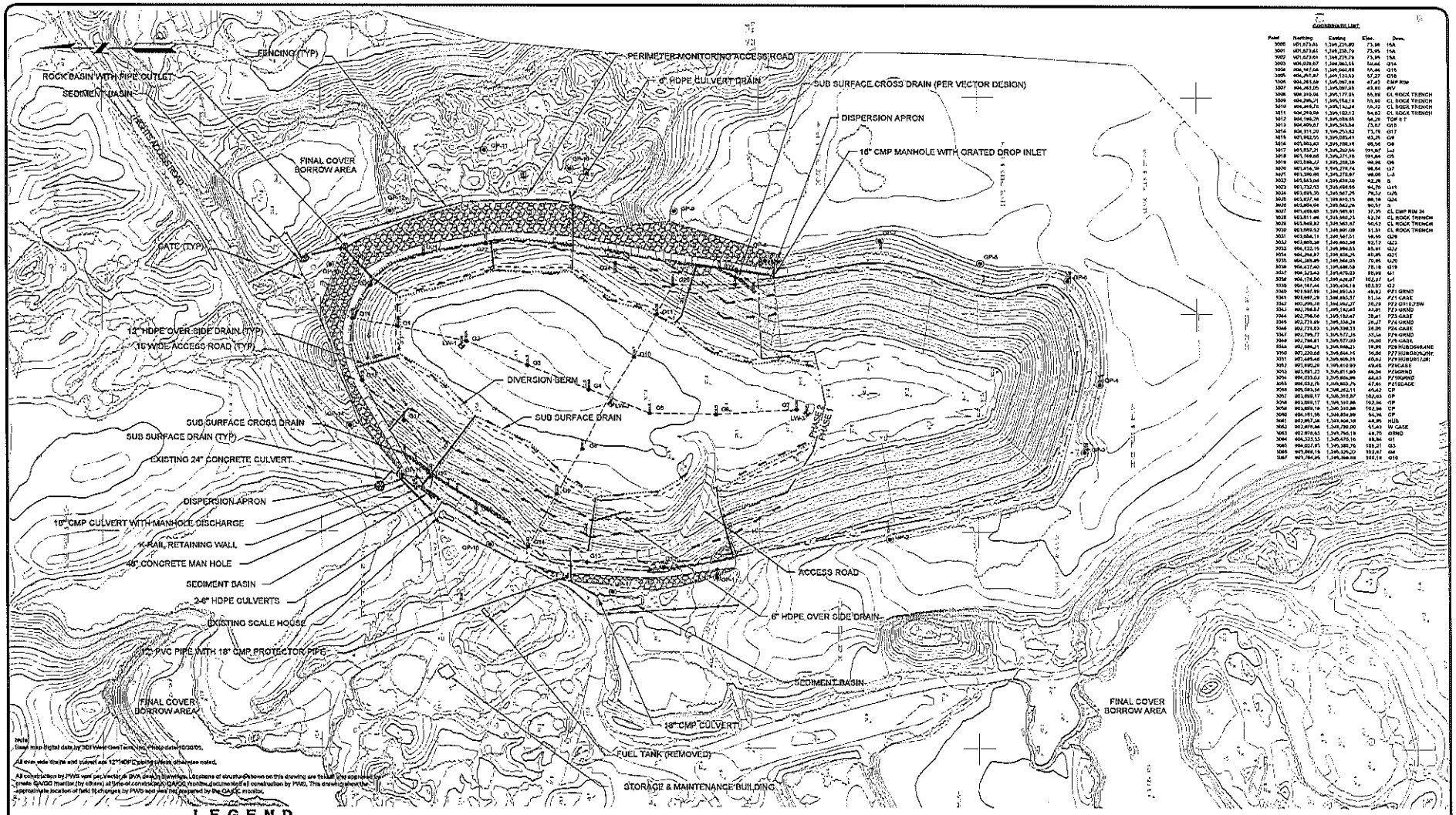
TOPOGRAPHIC STUDY
Crescent City, CA Landfill
Section 17, T17N, R1W, H.M.
Del Norte County, CA

LAND & AERIAL SURVEYING
AERIAL STOCKPILE VOLUMES
AERIAL PHOTOGRAPHY
HELICOPTER MAPPING
GPS AND ROBOTIC EQUIPPED

Richard B. Davis Co.

100 MINERS CAMP ROAD PO BOX 30 GARBERVILLE, CA 95543
1-800-AIR MAPS (1-800-247-6277) WWW.AIRMAPS.COM

Map date: 1-22-2011



LEGEND

- SVA EDGE OF REFUSE
- PHASE I LINER
- PHASE 2 LINER & TOE DRAIN
- OVER SIDE SIDE DRAIN WITH FLARED END SECTION INLET, DROP INLET AND TEE-WATER DISSIPATER OUTLET
- SURFACE WATER FLOW DIRECTION
- FENCING
- SUB SURFACE DRAIN
- SUB LINER GAS COLLECTOR
- TOP DECK DIVERSION BERM
- G1 GAS WELL HEAD
- LW-1 LEACHATE WELL
- GP-1 PROBES
- ROCK SLOPE PROTECTION

GRAPHIC SCALE
100 0 50 100 200 400
(IN FEET)
1 inch = 100 ft.

PWS
Pacific Waste Services, Inc.

DATE: APRIL 2006	DESIGNED: GDS/JAW
DRAWN: GDS	APPROVED: JAW

REV	DATE	DESCRIPTION	APP

DEL NORTE SOLID
WASTE MANAGEMENT AUTHORITY
CRESCENT CITY LANDFILL

PHASE 2 RECORD DRAWING

DRAWING 1

PROJECT NO. 132-27

\\Server1\Public\DWG\132\CDF\2006\CDLrecord2.dwg 5/9/2006 9:57:55 AM PDT

CONTRACT: **FRANCHISE AGREEMENT FOR SOLID WASTE AND RECYCLABLES COLLECTION SERVICES FOR CRESCENT CITY AND DEL NORTE COUNTY, CALIFORNIA**

CONTRACTOR: **RECOLOGY DEL NORTE, INC.**
AUTHORITY: **DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY**
SUBJECT: **WEIGHT ALLOWANCES FOR BINS OF 2, 3, 4 AND 6 CUBIC YARDS**

NATURE OF CHANGES: This Change Order establishes weight limits, as described under the definition of 'Overweight' in section 1.0 of the Agreement, for these additional container sizes:

Type of Container	Weight Limit
2 Cubic Yards	560 pounds
3 Cubic Yards	840 pounds
4 Cubic Yards	1100 pounds
6 Cubic Yards	1660 pounds

In addition, Recology Del Norte is hereby authorized to have customers read and sign an agreement specifying that bins of these sizes may not contain more than 75% by weight of one or any combination of the following materials: Asphalt roofing shingles or roofing wastes, sheetrock drywall, concrete, or asphalt. Recology Del Norte is authorized to instruct customers that:

- Except in cases where less than 50% of the volume of a bin is filled at the time of collection, the minimum bin size for loads containing more than 75% of the materials listed above is 10 cubic yards.
- Recology Del Norte may refuse collection of overweight bins, and require customers to remove materials from the bin until the bin does not exceed the weight limit for that bin size.
- If Recology Del Norte collects an overweight container, Recology may charge customers for the amount over the allowed weight for that size container, at the approved rates charged at the Del Norte County Transfer Station.
- Recology Del Norte may charge an Unscheduled Collection Charge for each attempt to collect the bin after the first attempt, and
- Recology Del Norte may charge an 'Extra time for temporary bins' charge if the time between the initial date of bin delivery and the date of collection is more than seven days.

Contract Time remains unchanged. The rates and services described in this Change Order may be offered to customers within the Franchise area starting 01 October 2015.

This Change Order makes no changes to the Contract Price.

This Change Order is hereby approved:
RECOLOGY DEL NORTE, INC.

BY: _____
, General Manager

DATE: _____
Del Norte Solid Waste Management Authority

BY: _____
Richard Holley, Chair

BY: _____
Dr. Angela Glore , Secretary

Approved as to form:

BY: _____
Martha D. Rice, General Counsel

3.1

Recology
Del Norte
WASTE ZERO

Recology Del Norte- Temporary Bin Agreement:
(2, 3, 4 & 6 Cubic Yards)

Please review the following information prior to renting one of our temporary bins. The following weight limits now apply to the 2-6 Cubic Yard bins. Please place a check to confirm that you understand the following information regarding the use of these bins and associated charges.

Current Bin Weight Limits:

2 YD.....up to..... 560 LBS.	3 YD.....up to.....840 LBS.
4 YD.....up to.....1100 LBS.	6 YD.....up to.....1660 LBS.

1._____ You understand that if more than **75%** by weight of one or any combination of the following materials are to be loaded in to the bin, then only **50%** of the volume may be filled with roofing shingles or roofing waste, sheetrock/ drywall, concrete, and asphalt. For these materials, the most appropriate bins have volumes of 10 cubic yards or larger.

2._____ You understand **NOT** to load the temporary bin over the rim. The lid **MUST** be able to close completely.

3._____ You agree that we will have full access to the bin at all times and the bin needs to be placed on solid ground.

4._____ You agree the temporary bin will be automatically removed on the 7th day unless you call for an earlier removal date. Should the rental exceed 7-day period a surcharge of 25% will be applied on the 8th day.
An unscheduled collection fee of $5.00 will also be charged if Recology is not notified that the collection date needs to be changed.
Should the rental exceed 14 days, an additional surcharge of 25% will be applied on the 15th day.
Should the rental exceed 21 days, an additional surcharge will be applied on the 22nd day.
Should the rental exceed 28 day an additional surcharge of 25% will be applied on the 29th day.
Temporary bins will be removed one month from the initial rental date.

5._____ You agree the following **HAZARDOUS WASTE AND PROHIBITED ITEMS** will not be disposed of in this container. Hazardous wastes include: paints, thinners, solvents and flammable liquids, used motor oil, aerosols, acids, infectious waste, hypodermic needles, any and all batteries, electronic devices, switches and relays, thermostats, fluorescent bulbs and ballasts, lighted shoes, liquid mercury, and musical greeting cards.

6._____ You agree that no **BULKY ITEMS** will be placed in this container including: Auto and truck tires with or without rims, appliances, water heaters, mattresses and box springs, refrigeration units, washer and dryers, oven and stoves, and furniture. **Any such bulky item place in this container will be cause for additional charges.**

7._____ You agree any additional pickups need to be paid and scheduled before **3 PM** the day prior to the expected service date. If the container is not ready, additional fees may apply.

8._____ You agree that a **Stand-By Fee** or **Special Service Fee** of $50.00/ Half Hour will be assessed when additional time and/or labor is required to service your bin.

Failure to comply with preceding items may result in our refusal to pull the temporary bin. You may be required to unload a portion of the material from that bin and/or incur additional charges. The user of this bin will be responsible for all the material and substances disposed of in it, whether or not the user authorized such disposal.

Customer Name:_____ Signature & Date: _____
Address: _____

P.O. Box 1933, 2675 Lake Earl Dr., Crescent City, CA 95531 | T: 707-464-4181 | recologydelnorte.com
Hours: Monday – Friday 8 am to 5 pm
An Employee Owned Company

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

Staff Report

Date: **10 September 2015**
To: **Commissioners of the Del Norte Solid Waste Management Authority**
From: **Tedd Ward, M.S. – Director** Tedd
Attachments:
1. **Criteria and Policy for the allocation of Authority directed Complimentary bin pulls**
2. **Letter from Chamber of Commerce re. Sea Cruise**
3. **E-mail from Lorie Poole of Recology Del Norte describing plans for this year's Beach Cleanup**

File Numbers: **031205, 180510**
Topic: **Support for Del Norte County Fair, September Beach Cleanup, HHW event, and Sea Cruise with Authority-directed bin pulls**

Summary / Recommendation: That the Board take each of the following actions:

1. Approve use of the Authority-directed bin pulls to provide disposal of materials associated with the following community events in the quantities listed:

Community event	Number of Bin pulls	Explanation
Del Norte County Fair	3	Approval after event
HHW Event	1	Disposal of empty paint containers
Beach Cleanup	5	Nine locations, 5 bins
Sea Cruise	3	Chamber request

5.1

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the City of Crescent City and County of Del Norte
& member, North Coast Recycling Market Development Zone

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2. Waive the Authority's portion of the service fees for disposal of materials contained in those bins.

3. Direct Authority staff to complete the process to request that Hambro/WSG waive their fees for the DNC Fair, HHW Event and Beach Cleanup. The Chamber of Commerce will remain responsible for requesting a HWSG fee waiver for Sea Cruise. If Hambro/WSG agrees to waive their fees, this action would eliminate all costs for these three bins and associated disposal.

Background: Under the collections Franchise agreement with Recology Del Norte, the Authority may direct up to twenty complimentary bin pulls per calendar year. Hambro / WSG has a separate process for considering waiving their disposal fees for the materials in these bins.

Analysis: Following the approval of a bin-pull for a cleanup in Pacific Shores in March 2015, and the three bins already approved for July 4th, this would be the third allocation of the 20 annual Authority-allocated bin pulls. **If all are approved, there would be a total of 16 bin pulls approved, with 4 remaining for the Authority to direct before the end of calendar year 2015.**

Alternatives: The Board could deny this request, which would increase the costs for the Fair, Sea Cruise, and the HHW Event. If the Authority Board does not approve use of the allocated bins for the beach cleanup, the beach cleanup could be cancelled for this year despite the efforts of organizers to plan for this event.

Criteria and Policy for the allocation of Authority-directed Complimentary bin pulls

Adopted: 09 July 2014 Files: **031205, 180510**

1. Assets subject to this policy

The Del Norte Solid Waste Management Authority, as the public agency responsible for oversight of the collections franchise with Recology Del Norte, may direct the deployment of up to twenty (20) bin pulls of up to 40 cubic yards during each calendar year, as described in the Franchise Collections Agreement with Recology Del Norte, Exhibit B2, section C.3. In addition, the Authority may also designate any number of Authority-directed Pull-charge bin services, for which the bin charge will be for 'Collection, hauling, and unloading bins as directed' charge rather than the fee for hauling and disposal of a specific size bin. In all of these cases, the charges for disposal will be assessed and paid ***unless Hambro/WSG agrees to waive their fees***, which they may or may not do on a case-by-case basis. The following Criteria and Policy are intended to clarify how such allocations may be considered and determined.

Policy: **The Authority Board will allocate bin pulls according to the criteria listed below based on written requests and recommendations presented at regular Authority Board meetings.**

Criteria: The following criteria shall be considered and/or discussed when the Authority takes action directing complimentary or directed bin pulls:

- **Beach, river, and community cleanup events to which the public is invited**
- **Cleanup activities on public property as the highest priority**
- **Support of high-profile community events open to the public that include both disposal and recycling, and/or related outreach activities**
- **Coordinated cleanup activities on prioritized private properties that have been designated by the City, County, or other public agency as blighted with accumulated solid waste**
- **Coordinated neighborhood cleanup events in cases where a specific written request is presented for the Authority Board's consideration**
- **Activities that have great potential to reduce solid-waste-related blight, reduce illegal disposal of solid or hazardous wastes, or increase recycling or composting**
- **The ability for the requesting party to pay for disposal and maintain security and supervision for each bin**
- **The remaining number of bins to be allocated each year**

As these bins are allocated by calendar year, Authority Staff are to present the remaining number of complimentary bin pulls remaining at the regular Authority Board meeting in September or October of each year.

Tedd Ward

From: Lorie Poole <lpoole@recology.com>
Sent: Thursday, September 10, 2015 6:24 AM
To: 'Tedd Ward'
Subject: California Coastal Clean up Day Sept 18th/19th

Good morning Tedd,

As requested I am sending along a note on how the California Coastal Clean up has been conducted in the past.
For many years Joe Gillespie was the California Coastal clean up Volunteer Coordinator. He had as many as 9 clean up locations being cleaned up by the students from many Del Norte County schools each September. As the Recycle Coordinator for Recology I have worked with Joe for 8 years on setting up the requested free bins that were used for these clean ups. Over the past few years other groups have jumped in to help out as well.

This year, Joe has retired and Ross Morgan from Smith River school is taking on the task of organizing the schools. As in past years we will have help from Home Depot and the Surfriders. We are welcoming three new groups this year with help from the New Dawn Support group, Mike Tyce's Crescent City Clean up crew, and Hambro WSG.

This year we will have bins at 5 locations. Clifford Kemph, Kellogg Beach, Pebble Beach, Anchor Way, and Endert's beach picnic area, for 9 clean up locations.

This is a tradition that was fostered by Joe Gillespie and now several groups have stepped up to continue the tradition after his retirement.

Past coastal clean up locations

California Coastal Clean Up Bin Locations

Cust #	Name	House #	Street Name		City	Bin Size
254144	COASTAL CLEAN UP	0	ENDERT'S BEACH RD	Picnic Area	CC	4yd w/ lock
254151	COASTAL CLEAN UP	0	ANCHOR WAY	By flag pole / beach access	CC	4yd w/ lock
254169	COASTAL CLEAN UP	0	CITIZENS DOCK RD	North side by chain link	CC	3yd w/lock
254177	COASTAL CLEAN UP	0	PLAY ST / POOL PARKING	Behind poolin parking lot	CC	3yd w/lock
254185	COASTAL CLEAN UP	0	BATTERY PT	Light house trail	CC	3yd w/lock
254193	COASTAL CLEAN UP	0	PEBBLE BEACH DR	3rd turn out from airport	CC	3yd w/lock
254201	COASTAL CLEAN UP	0	POINT ST GEORGE	Trailhead	CC	3yd w/lock
254219	COASTAL CLEAN UP	0	KELLOGG RD	Beach access	FD	6yd w/ lock
254227	COASTAL CLEAN UP	15100	HWY 101 N-SR	Clifford Kamph Park	SR	4yd w/ lock

CRESCENT CITY / DEL NORTE COUNTY
CHAMBER OF COMMERCE
1001 Front Street ▪ Crescent City CA 95531 ▪ www.delnorte.org
PHONE 707.464.3174 ▪ TOLL FREE 800.343.8300 ▪ FAX 707.464.9676

RECEIVED
AUG 19 2015
DNSWMA

August 18, 2015

Solid Waste Management Authority Board of Directors
1700 State Street
Crescent City, CA 95531
707-465-1100

To the Solid Waste Management Authority Board of Directors:

The Crescent City-Del Norte County Chamber of Commerce is requesting a fee waiver for the disposal of dumpsters from the Annual Sea Cruise which will be held October 10, 2015 at Beachfront Park. Hambros has agreed to waive their fees.

We really appreciate the support your organization has provided for our community festivals. We look forward to teaming with the Solid Waste Management Authority for future events.

If you have any questions, please call the Chamber office at 707-464-3174. I would be happy to discuss the nature of this request.

Respectfully,

Jeff Parmer
Executive Director
Crescent City- Del Norte County Chamber of Commerce
707-464-3174
jparmer@delnorte.org

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

Staff Report

Date:	04 September 2015
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
File Number:	160504 – Authority Personnel; 070106 – Staffing
Attachments:	Organizational Chart + Key Contractors, June 2015 Organizational Chart – June 2015 Proposed Organizational Chart – September 2015 Proposed Job Descriptions: Administrative Assistant – Solid Waste Account Clerk – Solid Waste Programs and Facilities Coordinator
Topic:	Proposed Authority staffing changes

Summary / Recommendation: That the Board take each of the following actions:

1. That the Board approve changing the Authority's Administrative Assistant I (range 40) to Administrative Assistant – Solid Waste (range 44) , and the attached job description
2. That the Board approve changing the Authority's Account Clerk II (range 24) to Account Clerk – Solid Waste (range 28), and the attached job description, and
3. That the Board eliminate the Authority's Program Manager - Range 55 - effective 15 September 2015
4. That the Board establish the Authority Facilities & Programs Coordinator - Range 50 - effective 15 September 2015, and the attached job description
5. That the Board approve the attached Proposed Organizational Chart with respect to these three positions.
6. That the Board direct staff to work with the Del Norte County Personnel Department to begin recruitment for this position as soon as practical.

5.2

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the City of Crescent City and County of Del Norte
& member, North Coast Recycling Market Development Zone

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Background: Following the hiring of myself as Director in June 2015, I have been working with the Del Norte County Personnel office and have met, discussed and conferred with the DNSWMA Employees' Union to discuss potential Authority staffing changes. Aaron Burton of SEIU 1021 in an e-mail of 21 August 2015, said 'After reviewing the information the department has addressed the Union's concerns. We have no objections with the department moving forward with the proposed changes.'

Since the sudden retirement of the former Authority Director in July 2013, while serving in the role as Acting Director, I have had no alternative but to divide this agency's administrative tasks among myself, the Administrative Assistant, the Authority Account Clerk, and County staff. In addition, through May 2015, the Authority employed the services of a Recording Secretary to record minutes during Authority Board meetings.

During this period, there were three persons filling the role of Authority Administrative Assistant: Isabel Valdez who had been hired into that position, Keith Estes, a Refuse Site Attendant who temporarily filled the position when Ms. Valdez was absent, and Lisa Babcock who I promoted to the Administrative Assistant position after she was hired as Authority Account Clerk and following the departure of Ms. Valdez. Prior to Ms. Valdez's employment as Administrative Assistant, the Administrative Assistant had also served as Authority Clerk.

With the Authority's extended administrative staffing shortage, as Acting Director I was forced to cope by doing what tasks I could, deferring tasks where possible, and relying upon other available staff to do what needed doing.

As the former Director had retired amid general allegations of financial mismanagement by the Authority, I worked closely with the Authority Treasurer/Controller and Lisa Babcock to develop and implement a series of additional fiscal controls to better track the Authority's receipts and payments through Del Norte County's Auditor and Treasurer. I continue to rely upon Ms. Babcock as my primary advisor on tracking the Authority's receipts, accounts, payments, budget transfers, and budget. Ms. Babcock has also helped with the hiring and scheduling of staff. So during the past twelve months, the Authority's Administrative Assistant's responsibilities for personnel management and scheduling and implementing and overseeing fiscal controls has increased substantially.

Shortly after I promoted Ms. Babcock to Administrative Assistant, the Authority went through a formal hiring process for a new Account Clerk. Katherine Brewer had been employed as an Authority Refuse Site Attendant, but had been cross-trained in several of the duties of the Account Clerk position to assist in those duties until an Account Clerk could be hired. Ms. Brewer emerged as the best evaluated candidate for the Account Clerk position. Around the same time, the contractor who had been serving

as Authority Recording Secretary notified us that she would be moving, and I learned that Ms. Brewer had served as Clerk for the Harbor Commission when she was employed by the Crescent City Harbor District. For these reasons, I asked the Authority Board to appoint Katherine Brewer as Authority Clerk. While the Authority Clerk duties were a modest expansion of the Account Clerk duties, the Clerk-related duties were not included in Del Norte County's Account Clerk job description.

Furthermore, both the Administrative Assistant and Account Clerk job descriptions have been modified to more clearly separate the regular cash-accounting duties of the Account Clerk from the Accounts Payable, Accounts Receivable, personnel and budget management duties of the Administrative Assistant. These changes were in part recommended by a forensic audit by Donald Scanlon, who documented $25,732.15 of Authority assets were 'missing' immediately prior to the sudden retirement of the former Director. As this 'missing money' has been a topic of community discussion since July 2013, I am especially eager to implement recommendations made to address this issue.

Analysis: The Program Manager position was created in 2004 when I was tasked with concurrently managing most aspects of the contract oversight of the construction of the Del Norte County Transfer Station as well as the construction of the final phase of the closure of the Crescent City Landfill. The former Director Kevin Hendrick adjusted my Analyst / Planner job title and responsibilities to better match the intensity of my work efforts at that time.

As these relatively intense periods of construction management have been completed, and considering the skills I have brought to the Director position and the multiple demands on the Authority's limited resources, I believe the Authority can address the activities in our Work Plan with a staff that replaces the former Program Manager position with an employee with fewer technical and professional skills.

In reviewing the job descriptions that might best fit the duties of this position, I reviewed the Del Norte County job descriptions and pay ranges for these positions:

Program Manager
Administrative Analyst
Engineering Technician
Assistant Engineer
Planner
Youth Program Coordinator

The proposed new position, Facilities and Program Coordinator, has reduced duties for program planning and staff management. This person will be responsible for administering grant programs, inspecting and managing facility repairs and

maintenance activities, and providing inspections and monitoring of Authority facilities and programs.

With myself as Director, the Authority no longer requires the depth of staff, planning, and project management skills of a Program Manager. Previously, at times the Program Manager would be responsible for staff oversight (the Authority previously had a Field Technician position under the Program Manager), whereas that will no longer be required for the forseeable future, except when the Director is absent due to illness, vacation, or other reason. The Facilities and Program Coordinator position will also have reduced responsibilities with respect to preparation of planning and environmental review documents.

Alternatives: If the Authority Board does not approve the recommended changes, the Board could address the current staffing shortage with these alternative actions:

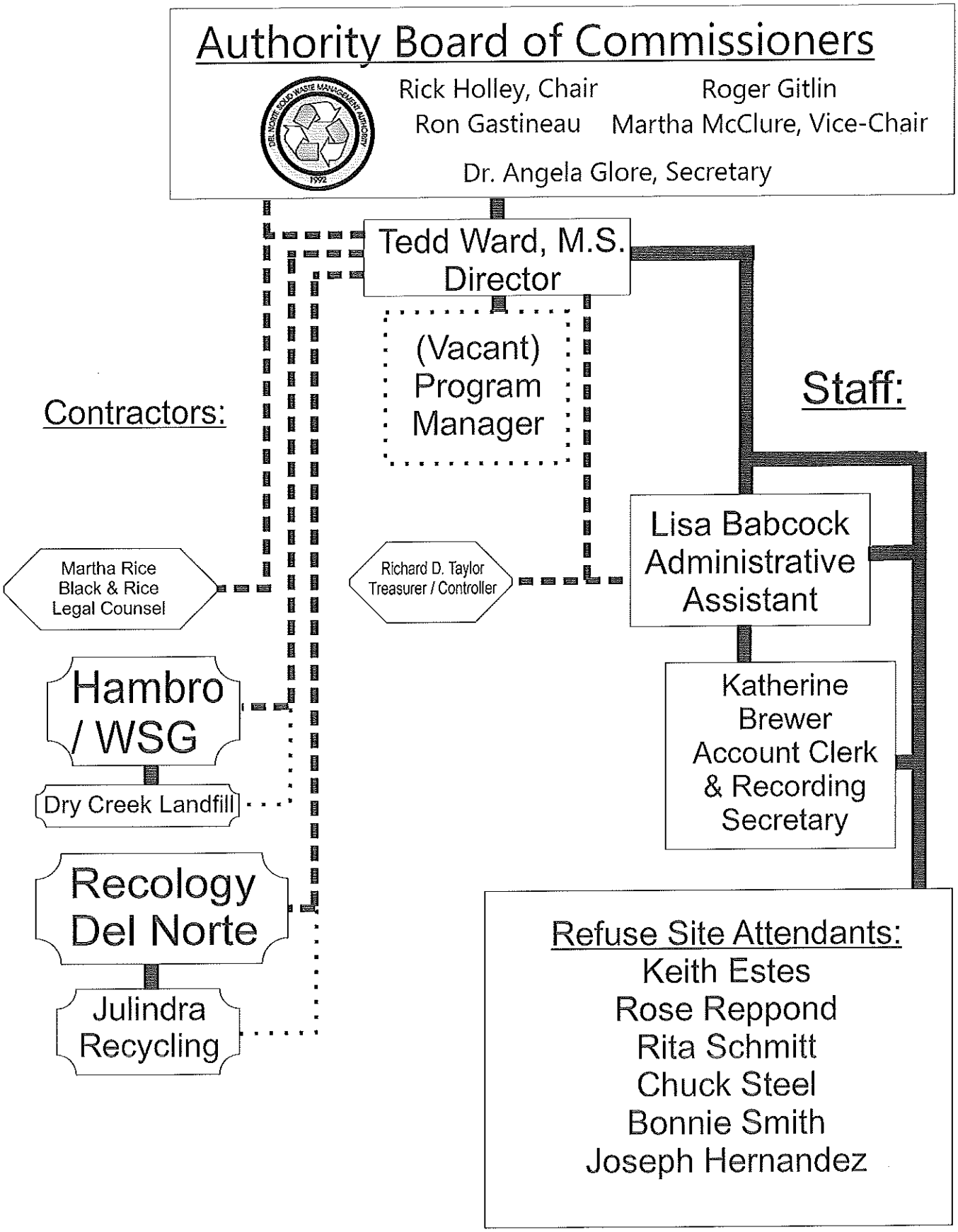
1. If the Board approves recommendations 1 and 2, but no others, direct staff to begin a recruitment process for a Program Manager. This alternative would increase the Personnel expenses by approximately $5,538 annually compared to the recommended actions.
2. If the Board does not approve recommended actions 1 and 2, the Board needs to direct staff as to how to address the changed job responsibilities for the Administrative Assistant and Account Clerk positions, by suggesting changes to the attached job descriptions and designating which positions will have which responsibilities.

Fiscal Impacts: Considered together, the modifications to the Administrative Assistant and Account Clerk positions, the elimination of the Program Manager and the establishment of the Programs and Facilities Coordinator positions will result in a small reduction in the total Personnel expenses associated with these three positions.

The Authority's approved budget for FY 15 /16 includes funds for the Program Manager position, funded for 19 of 26 annual bi-monthly pay periods, as we knew this position would not be filled before the start of September 2015. The payroll projections were produced by Del Norte County Auditor Clinton Schaad, who generally incorporates anticipated step and longevity increases for each fiscal year.

Related Issues: I believe the Authority's prolonged administrative staffing shortage and the backlog of deferred activities are nearing a state of crisis. In my opinion, prolonging this situation will not serve the interests of the community the Authority serves nor any of its staff.

Del Norte Solid Waste Management Authority
Organizational Chart + Key Contractors
June 2015



Del Norte Solid Waste Management Authority
Organizational Chart
June 2015

Authority Board of Commissioners

Rick Holley, Chair
Roger Gitlin
Ron Gastineau
Martha McClure, Vice-Chair
Dr. Angela Glore, Secretary

Tedd Ward, M.S.
Director

(Vacant)
Program
Manager

Lisa Babcock
Administrative
Assistant I

Katherine Brewer

Account Clerk II &
Clerk of the Board

Refuse Site Attendants:
Keith Estes
Rose Reppond
Rita Schmitt
Chuck Steel
Bonnie Smith
Joseph Hernandez

Del Norte Solid Waste Management Authority
Proposed Organizational Chart
September 2015

Authority Board of Commissioners

Rick Holley, Chair
Ron Gastineau
BOS Appointment TBA
Martha McClure, Vice-Chair
Dr. Angela Glore, Secretary

Tedd Ward, M.S.
Director

(Vacant)
Facilities & Programs
Coordinator

Lisa Babcock
Administrative
Assistant - Solid Waste

Katherine
Brewer
Account Clerk -
Solid Waste

Refuse Site Attendants:
Keith Estes
Rose Reppond
Rita Schmitt
Chuck Steel
Bonnie Smith
Joseph Hernandez

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

JOB TITLE: ACCOUNT CLERK – Solid Waste

Salary Range: 28 (DNSWMEA)

FLSA Status: NON-EXEMPT

EEO Class: 6

This is a responsible technical and clerical position that requires the ability and experience to perform a variety of complex duties under limited direction. This classification is non-exempt from the overtime provisions of the FLSA.

DESCRIPTION OF BASIC FUNCTION:

To perform complex accounting system work in the preparation, maintenance, and review of Del Norte Solid Waste Management Authority financial records; and may supervise Refuse Site Attendants in a lead person capacity.

ESSENTIAL DUTIES: Essential job duties may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional position-specific tasks.

- Primary person responsible for verifying and balancing all daily transactions, receipts, cash, checks, card payments, and account charges for all Authority-managed facilities.

- Primary person responsible for tracking and maintaining safe balances and related accounting records.

- Primary person responsible for making regular deposits to Authority accounts.

- Primary person responsible for preparing starting cash for facility tills with appropriate change available prior to daily operations at each Authority-managed facility.

- Provides supervision in the maintenance of Authority and related County, and contractor financial and operational records.

- Separates and distributes direct and indirect costs into labor, materials, equipment, and/or other expenditures.

- Audits, posts, and balances general ledgers for county, departmental, facility and program operations.

- Compiles data for and assists in the preparation of assigned annual budgets.

- Monitors and maintains assigned budget records and balances.

- Oversees the review of claims, warrants, authorizations, transfers of expenditures, disbursements, and entries to the general and subsidiary journals or ledgers.

- Attends and records various meetings and/or hearings of the Board of Commissioners of the Del Norte Solid Waste Management Authority.

- Assists with preparation of agenda binders for meetings of the Authority Board; ensure involved parties and the general public are informed within required time limits.

- Assists Director with publication and posting of all legal notices as required by law.

- Assists with the preparation, review, and distribution of a variety of legal documents such as minute orders, ordinances, resolutions, and agreements.

- Provides feedback and training to Refuse Site Attendants as needed with respect to customer transactions, closing procedures, balancing and related documentation.

- Operates various bookkeeping machines, calculators, and/or data processing equipment during the performance of assigned duties.

- Calculates various fees, costs, interests, etc. according to established procedures.

- Acts as an information source regarding inquiries about unit and/or County policies and procedures pertaining to account/fiscal operations.

- Serves as Administrative Assistant, Refuse Site Attendant and assigned stand-by duties as needed.

- Performs related duties as required.

JOB REQUIREMENTS, QUALIFICATIONS AND DIFFICULTY OF WORK:

Requires:

Knowledge of modern office methods, practices, and terminology.

Knowledge of the principles and practices of governmental accounts maintenance and operations.

Knowledge of relevant statutes and regulations governing the operation of County and/or unit operations.

Ability to effectively analyze specific problems and situations and apply appropriate procedures.

Ability to establish and maintain effective working relationships with fellow employees, other departments, outside agencies, and the general public.

Ability to maintain complex financial records and to prepare special financial reports and statements.

Ability to perform mathematical calculations rapidly and accurately.

Ability to draft routine business letters.

Ability to communicate effectively in oral and written forms.

Ability to operate basic data processing equipment in the performance of accounting system duties.

Minimum Qualifications:

Graduation from high school including course work in bookkeeping and/or accounting; four years experience in financial record-keeping; or an equivalent combination of education and experience.

This work consists of moderately complex and responsible clerical, technical, and paraprofessional duties at a lead person level within a classification series.

RESPONSIBILITY:

Employees in this classification receive limited supervision within a broad framework of policies and procedures. Employees in this classification may direct the work of personnel. Errors in work or judgment could result in loss of time and money, misappropriation of funds, inefficient programs, and/or poor community relations.

ENVIRONMENTAL CONDITIONS:

Work is performed in an office environment under both quiet and noisy conditions. Work may involve continuous contact with staff and the public.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with a disability to perform the essential functions.

While performing the duties the employee is regularly required to sit, talk, hear, and use hands and fingers.

The employee is frequently required to stand, walk, and drive.

The employee is occasionally required to reach with hands and arms, and to stoop, kneel, or crouch.

The ability to operate a keyboard/typewriter, copier, facsimile machines and like equipment is required.

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

JOB TITLE: ADMINISTRATIVE ASSISTANT – Solid Waste

Salary Range: 44 (DNSWMEA)

FLSA Status: EXEMPT

EEO Class: 6

This is a responsible clerical position that requires the ability and experience to perform a variety of complex administrative, managerial and supervisory duties under limited supervision. This position is classified as mid-management, exempt.

DESCRIPTION OF BASIC FUNCTION:

To perform and assist in various administrative, personnel, budgetary and analytical duties of varying degrees of complexity within a department or division.

ESSENTIAL DUTIES: Essential job duties may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks. Assists the Director in supervising, coordinating and/or performing the administrative and budgetary activities of the department, including representing the department/division in meetings with various boards, commissions, and other appropriate agencies or individuals.

- Prepares analysis and recommendations on the basis of analysis and evaluation of various programs and procedures within the operational unit.

- Prepares claims, purchase orders, budget transfers, interdepartmental transfers, forms related to personnel actions, and other departmental related functions.

- Develops, implements, monitors and analyzes fiscal control procedures with regard to effectiveness and efficiency.

- Audits, distributes and processes material, labor, equipment, and indirect

costs of invoices; time and work reports; and/or other clearing cards and reports.

- Prepares, types, and processes various warrants, appraisals, billing statements, applications, etc.
- Audits invoices for proper extensions, taxes, discounts, and totals; and matches invoices to purchase orders insuring proper billing and recording.
- Prepares and reviews staffing schedules with the Director for scheduling and workload planning.
- Assists in the preparation of reports and plans related to finances or personnel, external audits, and the annual budget.
- Monitors, maintains, and works with Director in supervising departmental budget alterations and procedures.
- Allocates purchases to various budget accounts.
- Prepares and maintains records on moneys received, payroll, inventory, and bank statements.
- Approves correct invoices and/or related documents for routing and payment.
- Prepares, processes, and maintains records on miscellaneous dispersal's and encumbrances such as travel requests, revenue reduction plans, rentals, leases, fixed asset accounts, etc.
- Participates in interdepartmental meetings regarding departmental policies and procedures.
- Acts as an informational source regarding services, operations, rates, policies and procedures.

- Assists in the presentation of various information to other departments, contractors, auditors, customers, advisory boards, commissions and other appropriate individuals.
- Serves as Account Clerk, Refuse Site Attendant and assigned stand-by duties as needed.
- Performs related duties as required.

JOB REQUIREMENTS, QUALIFICATIONS AND DIFFICULTY OF WORK:

Requires:

Working knowledge of modern principles, practices, and procedures of administration of departmental and/or operational unit activities.

Working knowledge of computer applications as they pertain to the organization, storage, and retrieval of data information.

Working knowledge of computer applications used in budget analysis and administrative evaluation.

Knowledge of principles, practices, methods, and techniques required for budget development and analysis.

Knowledge of statistical and measurement methods required for analysis of the efficiency and appropriateness of various programs, policies, and procedures.

Ability to supervise and monitor the activity of subordinate employees.

Ability to analyze administrative and organizational problems and situations.

Ability to present appropriate facts and recommendations in graphic, written and oral form.

Ability to establish and maintain effective working relationships with Authority,

County, and City employees as well as customer and contractor representatives.

Minimum Qualifications:

A minimum of one-year administrative experience including program analysis and evaluation supplemented by college course work in business, accounting, public administration or related field, or an equivalent combination of education and experience. A Bachelor's Degree is desirable.

Possession of, or ability to obtain, a valid California Driver's License.

RESPONSIBILITIES:

Employees in this classification receive limited supervision within a framework of standard policies and procedures. Errors in work or judgment could result in inefficient operations, low staff morale, and/or unnecessary loss of funds.

ENVIRONMENTAL CONDITIONS:

Work is performed in an office environment under both quiet and noisy conditions. Work may involve continuous contact with staff and the public.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with a disability to perform the essential functions.

While performing the duties the employee is regularly required to sit, talk, hear, and use hands and fingers.

The employee is frequently required to stand, walk, and drive.

The ability to operate a keyboard/typewriter, adding machine, telephone system, computer, copier, facsimile machines and similar equipment is required.

ORDINANCE NO. 2015-01

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ESTABLISHING A RATE FOR COMMERCIAL OIL PUMPING AT THE DEL NORTE COUNTY TRANSFER STATION

WHEREAS, the Del Norte Solid Waste Management Authority is a Joint Powers Authority of the City of Crescent City and the County of Del Norte formed in part to manage the disposition of solid waste and other discards;

WHEREAS, since opening in March 2005, the Del Norte County Transfer Station has been a CalRecycle certified center for recycling uncontaminated used motor oil and oil filters;

WHEREAS, since Recology Del Norte discontinued their acceptance of commercial used motor oil in June 2014, there has not been a legal option for small businesses and households to recycle motor oil in Del Norte County in quantities between 15 and 55 gallons;

WHEREAS, in 2015, using funds from CalRecycle's Used Oil Payment Program, the Authority purchased equipment to enable the safe pumping of commercial used motor oil brought to the Del Norte County Transfer Station;

WHEREAS, in August 2015, the Authority adopted Transfer Station Operations Change Order 21 with Contractor Hambro/WSG approving a service fee for providing commercial used oil pumping services at the Del Norte County Transfer Station following the adoption of this Rate Ordinance; and

WHEREAS, Hambro/WSG will screen for contaminants prior to pumping used motor oil, and is authorized to reject providing pumping service for contaminated oil which can only be accepted during a hazardous waste collection event.

NOW, THEREFORE, the Board of Commissioners of the Del Norte Solid Waste Management Authority, Del Norte County, California hereby ordains as follows:

SECTION 1. Findings. The Board of Commissioners of the Del Norte Solid Waste Management Authority adopts the recitals stated herein and finds them to be true.

SECTION 2. Rate. The rate for the pumping of used motor oil from a container of between 15 and 55 gallons in volume will be $15.00.

> **2.01 Limitations.** This service is only available to any person, business, or agency that can legally haul uncontaminated used motor oil in containers of 55 gallons or less that may be pumped into the used oil tank at the Del Norte County Transfer Station.

2.02 Rate increases or decreases. This rate may be decreased at any time by resolution of the Board. On July 1 of each year beginning in 2016, this rate may be increased in accordance with CPI by resolution of the Board. This rate may be increased at any time in an amount greater than CPI by an amendment to this Ordinance.

SECTION 3. Definitions. For purposes of this Ordinance, the following definitions apply to the following words and phrases.

3.01 Commercial Used Motor Oil. Uncontaminated used motor oil received in quantities of between 15 and 55 gallons.

3.02 Uncontaminated Used Motor Oil. Used motor oil that does not contain a detectable concentration of solvent, antifreeze, water, or any other incompatible chemical.

SECTION 4. Publication. The Clerk of the Board shall cause this Ordinance, or a summary thereof, along with the names of the commissioners voting for and against said ordinance, to be published once within fifteen (15) days after its passage in a newspaper of general circulation in the County of Del Norte in accordance with Govt. Code Section 36933.

SECTION 5. Effective Date. This Ordinance will take effect on the 31st day after its final adoption.

SECTION 6. Severability. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Ordinance. The Authority hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof, are declared invalid or unconstitutional.

SECTION 7. CEQA Findings. The Board of Commissioners finds that this Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), Review for Exemption, because it can be seen with certainty that it will not have a significant effect on the environment and therefore is not subject to CEQA.

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority on the __ day of _____, 2015 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Richard Holley, Chair

ATTEST:

Katherine Brewer, Clerk

APPROVED AS TO FORM:

Martha D. Rice, General Counsel
Del Norte Solid Waste Management Authority

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
RESOLUTION NO. 2015-08

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING REVISED DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY CODE OF ETHICS AND CONDUCT FOR BOARD COMMISSIONERS AND MEMBERS APPOINTED TO COMMISSIONS AND COMMITTEES

WHEREAS, the Del Norte Solid Waste Management Authority has been created by a Joint Powers Agreement executed by the City of Crescent City and the County of Del Norte; and

WHEREAS, the Governing Board of Commissioners is empowered to make rules and procedural regulations; and

WHEREAS, California Voters adopted the Political Reform Act of 1974 which formed the Califronia Political Fair Practices Commission, and in 1990 enacted the Ethics in Government Act and the Postgovernment Employment Restrictions Act and these laws create reporting and training obligations on local elected and appointed officials; and

WHEREAS, the Board of Commissioners first adopted the Authority's Code of Ethics and Conduct in June 2006 in part to underscore the requirement that Authority Commissioners and management staff take the on-line Ethics training required under AB 1234 enacted in 2005; and

WHEREAS, in June 2015 the 2014 / 2015 Del Norte County Grand Jury report made specific recommendations that the Authority Board of Commissioners make changes to the Authority's Code of Ethics and Conduct; and

WHEREAS, in July 2015 the Authority Board of Commissioners appointed a sub-committee to review and suggest revisions to the Authority Code of Ethics and Conduct.

NOW THEREFORE BE IT RESOLVED that the Governing Board of Commissioners of the Del Norte Solid Waste Management Authority does hereby adopt the **"Revised Del Norte Solid Waste Management Authority Code of Ethics and Conduct for Commissioners and Members Appointed to Commissions and Committees"** attached to this resolution and incorporated herein by this reference.

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 15th day of September, 2015.

AYES:
NOES:
ABSTAIN:
ABSENT:

Rick Holley, Chair
Del Norte Solid Waste Management Authority

ATTEST:

Katherine Brewer, Clerk of the Board
Del Norte Solid Waste Management Authority

5.4

Revised Del Norte Solid Waste Management Authority Code of Ethics And Conduct for Board Commissioners And Members Appointed To Commissions and Committees

Statement of Purpose:

The Board of Commissioners for the Del Norte Solid Waste Management Authority desires the highest level of ethical conduct for the members of the Board of Commissioners and members of appointed commissions and committees and the alternates of each body. The residents and businesses of the City of Crescent City and County of Del Norte are entitled to fair and accountable local government and to be represented by public officials who act in an ethical manner. The Del Norte Solid Waste Management Authority's strong desire to fulfill this mission therefore requires that:

- Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Public officials be independent, impartial and fair in their judgment and actions;
- Public office be used for the public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Board of Commissioners of the Del Norte Solid Waste Management Authority has adopted this Code of Ethics and Conduct (Code of Ethics) for elected officials and members of appointed commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation. It is intended that this Code of Ethics apply to the designated public officials and candidates for the Board of Commissioners; members of the public seeking appointment to commissions and committees are strongly encouraged to endorse and comply with the provisions of this Code of Ethics. Board of Commissioners members and members of appointed commissions and committees and their alternates are referred to generally as "Public Officials" in this Code of Ethics.

This Code addresses selective aspects of the governance of the Authority and supplements, but does not supplant, other laws and rules that prescribe the legal responsibilities of Public Officials. Those include, among others, the California Constitution, various provisions of the California Government Code (including the Brown Act and the Political Reform Act) and Labor Code, federal laws prohibiting discrimination and harassment, and the provisions of the Authority's own Ordinances and Resolutions. Elected and appointed officials should be familiar with these laws to assure that they exercise their responsibilities properly. In addition, the Authority's General Counsel is available to respond to questions

about these matters.

It is not possible for a code of this kind to anticipate and provide a rule of conduct for all situations. At bottom, it is expected that officials will manage their behavior in a manner consistent with the rules that follow, respect the chain of command and behave within the bounds of their authority. It is also expected that officials will treat each other, Authority employees, and the residents and business-people within Del Norte County with courtesy and respect in a manner that reflects well on the Authority.

1. Act in the Public Interest

Recognizing that the public interest must be their primary concern, Public Officials will work for the common good of the people of the Del Norte Solid Waste Management Authority and not for any private or personal interest. They will assure fair and equal treatment of all persons, businesses and interests coming before the Del Norte Solid Waste Management Authority Board of Commissioners, commissions, and committees. The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety. Commissioners are obliged to not independently discuss or explore courses of action with Authority contractors that are likely to directly or indirectly undermine the viability of the Del Norte Solid Waste Management Authority, unless such discussions have been addressed as an agendized item of discussion at a regular public Authority Board meeting and such independent Commissioner discussion is consistent with all prior actions of the Authority Board of Commissioners.

2. Comply with the Law

Public Officials shall comply with the laws of the nation, the State of California, and the Del Norte Solid Waste Management Authority in the performance of their public duties. These laws include, but are not limited to: the Constitutions of the United States and California; laws pertaining to conflicts of interest, financial disclosures, employer responsibilities, open processes of government, confidentiality of closed session information; and the Del Norte Solid Waste Management Authority Joint Powers Agreement, Bylaws, Ordinances and Resolutions.

3. Respect for Process

Public Officials shall perform their duties in accordance with the processes and rules of order established by the Board of Commissioners, commissions, and committees governing the deliberation of public policy issues, meaningful

involvement of the public, and implementation of policy decisions of the Board of Commissioners by Authority staff.

4. Decisions Based on Merit

Public Officials shall base their decisions on the merits and substance of the matter at hand. Public Officials shall prepare themselves for public issues, review relevant staff reports and printed materials as presented, listen courteously and attentively to all public discussions before the body, and focus on the business at hand.

5. Communication

Public Officials shall share substantive information that is relevant to a matter under consideration by the Board of Commissioners, commissions, and committees which they may have received from sources outside the public decision-making process. Public Officials shall avoid improper ex parte communications with parties when the official is sitting in a quasi-judicial role. Meetings between Authority Commissioners and representatives of Authority contractors are ex parte communications and discouraged unless such direction has been given by the Board. Any such meetings should be disclosed to the other Commissioners at the start of the next regular Authority meeting.

Whenever an official is representing the Authority, in or out-of-town, the Public Official is "on-duty" and should behave in a manner that will reflect well on the Authority. When out-of-town or at social events there is a temptation to behave more informally than one might at headquarters, which can lead to awkward or embarrassing situations, and in extreme cases to improper or illegal behavior.

Public Officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board of Commissioners, commissions and committees, the staff or public. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings. This provision is not intended to limit the right of a Public Official to comment on the manner in which the business of the Authority is being conducted, but personnel matters related to Authority employees should be addressed to the Authority's Director consistent with his/her responsibilities and recognizes that the board's meeting is a business meeting as well as a public forum.

6. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, public officials shall not use their official positions to influence government decisions in which they have a material financial interest or personal relationship which may give the appearance of a conflict of interest. Public Officials shall comply with state law, the Joint Powers Agreement and the Authority's Ordinances regarding disclosure and avoidance of conflicts of interest.

7. Gifts and Favors

Public Officials shall comply with the requirements of the Political Reform Act relating to the acceptance and reporting of gifts.

8. Confidential Information

Public Officials shall not use or disclose information obtained through Authority service for improper purposes. Public Officials often acquire information in performing their duties that is not generally available to the public, including information received in closed sessions. Sometimes this information is confidential or highly sensitive. Information that is not generally available to the public, including discussions held during Closed Sessions, must remain confidential and be used only for the purposes for which it was divulged. Public Officials shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests.

9. Use of Public Resources

Public Officials shall not use public resources not available to the public in general, such as Authority staff time, equipment, supplies or facilities, for private gain or personal purposes. Public Officials shall not utilize the Authority's name or logo for the purpose of endorsing any political candidate or business.

10. Political Contributions

A member or candidate for Board of Commissioners shall not solicit contributions or endorsements from the Authority's employees. This provision is not intended to interfere with an employee's right to endorse or contribute on his/her own or to prohibit soliciting contributions or endorsements from employee bargaining units.

11. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of Board of Commissioners shall not appear on behalf of the private interests of third parties before the Board of Commissioners or any board, commission, committee, or proceeding of the Authority, nor shall members of commissions or committees appear before their own bodies or before the Board of Commissioners on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

12. Advocacy

Public Officials shall represent the official policies or positions of the Board of Commissioners or committee to the best of their ability when designated as delegates for this purpose. Public Officials occasionally speak before other public bodies, neighborhood groups or to the press. When doing so, they should always make it clear whether they are presenting their own point of view or whether they have been authorized by the body of which they are a member to present a particular view. They should be clear in all oral and written utterances whether they are using their title for identification purposes or because they are speaking in an official capacity. The actions and recommendations of subsidiary bodies are presented to the Board of Commissioners as part of the staff report, and often memorialized in a resolution. If a subsidiary body feels it necessary to supplement these written transmittals, it should expressly authorize one of its members to speak on its behalf.

Authority letterhead must be used with care to avoid misunderstandings. Letterhead may be used to communicate official Authority policy or actions. It is also routinely used by Commissioners to respond to inquiries or communicate their individual opinions, in which event the author should be clear about whose view is being presented.

13. Policy Role of Members

Public Officials shall respect and adhere to the commission-manager structure of the Del Norte Solid Waste Management Authority as outlined in the Authority's policies and procedures and follow the Del Norte Solid Waste Management Authority's Joint Powers Agreement and its ordinances with respect to the Authority's Director's relationship with the Board of Commissioners. In this structure, the Board of Commissioners determines the policies of the Authority with the advice, information and analysis provided by the public, commissions and committees, and Authority staff. Except as provided by the Joint Powers Agreement or ordinance, Public Officials shall not interfere with the administrative functions of the Authority or the professional duties of Authority

staff; nor shall they impair the ability of staff to implement board policy decisions.

14. Positive Work Place Environment

Consistent with the Del Norte Solid Waste Management Authority's Core Values, Public Officials shall support the maintenance of a positive and constructive work place environment for Authority employees and for residents and businesses dealing with the Authority. Public Officials shall recognize their special role in dealings with Authority employees and refrain from creating the perception of inappropriate direction to staff.

15. Harassment and Discrimination

Public Officials shall not engage in any form of harassment or unlawful discrimination. The Del Norte Solid Waste Management Authority is committed to providing an environment that is free from unlawful discrimination, including discrimination or harassment that is based on any legally protected status. The Authority will not tolerate any form of discrimination or harassment that violates this policy. This policy forbids any unwelcome conduct that is based on an individual's age, race, color, religion, sex, national origin, ancestry, marital status, sexual-orientation, veteran status, physical or mental disability, legally protected medical condition or association with anyone who has, or is perceived to have, any protected characteristic, or any other basis protected by state, federal or local law.

16. Implementation of the Code of Ethics

The Del Norte Solid Waste Management Authority Code of Ethics expresses standards of ethical conduct expected for members of the Del Norte Solid Waste Management Authority Board of Commissioners, commissions and committees. Public Officials themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of commissions and committees, have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

Public Officials entering office shall acknowledge that they have read and understood the Del Norte Solid Waste Management Authority Code of Ethics. This Code of Ethics and Conduct shall be reviewed periodically by the Board of Commissioners, commissions, and committees.

17. Compliance and Enforcement

Complaints alleging a violation of this Code of Conduct by an Authority employee or voluntary appointee who is not a Commissioner should be directed to the Authority's Director. Upon receipt of a complaint, the Authority's Director and its General Legal Counsel shall together determine a course of action. The Authority's Director and its General Legal Counsel shall, should they fail to resolve the complaint or should the complaint be of a serious nature, consult with the Chair (unless the Chair is not available, in which event they shall consult with the Vice Chair or other Commissioner, in order of seniority, as is appropriate under the circumstances) in order to determine an appropriate course of action.

Complaints alleging a violation of this Code of Conduct by an Authority Commissioner should be directed to the Authority Chair, or Vice-Chair if the Chair is the subject of the complaint. The person receiving the complaint is to work with the Authority legal counsel to investigate the allegation and recommend a course of action to the Board.

The goal of enforcement of this Code of Ethics is corrective, rather than penal and a progressive approach of curing violations is encouraged beginning with informal methods and proceeding to more formal methods, as necessary and appropriate, given the circumstances and allegations of the complaint. In appropriate circumstances, informal counseling and instruction shall be utilized to address issues before recommending sanctions. Depending on the severity of the violation, sanctions may be imposed including reprimand, formal censure, referral back to the agency appointing the member with a recommendation for removal from the appointment, loss of committee assignments, exclusion from closed sessions, travel or expense reimbursement restrictions, loss of staff support or use of Authority resources, referral to the Grand Jury or other penalties as may be applicable to the circumstances. The Board of Commissioners also may remove members of commissions and committees from office.

Prior to any sanction being taken against a Public Official, the official shall receive notice of the alleged violation and the proposed sanction. Before a sanction is imposed, the Public Official charged may request a public hearing before the Board of Commissioners and, in such case, a sanction shall not be imposed except upon a majority vote of the Board of Commissioners. The Public Official whose conduct is under scrutiny shall be disqualified from voting upon whether or not sanctions should be imposed. A public hearing need not comply with the formal rules of evidence, but shall afford the Public Official an opportunity to be heard on the proposed sanction.

18. Statement of Commitment

As a member or alternate of the Board of Commissioners of the Del Norte Solid Waste Management Authority or of an Authority board, commission, or committee, I understand and agree to uphold the Code of Ethics and Conduct for elected and appointed officials adopted by the Board of Commissioners. In recognition of this standard I will conduct myself by the following model of behavior:

- Recognize the worth of individual members and appreciate their individual talents, perspectives and contributions;
- Help create an atmosphere of respect and civility where individual members, Authority staff and the public are free to express their ideas and work to their full potential.
- Conduct my personal and public affairs with honesty, integrity, fairness and respect for others;
- Respect the dignity and privacy of individuals and organizations;
- Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;
- Avoid and discourage conduct which is divisive or harmful to the best interests of Del Norte Solid Waste Management Authority;
- Treat all people with whom I come in contact in the way I wish to be treated.

I affirm that I have read and that I understand, accept and support the Del Norte Solid Waste Management Authority Code of Ethics and Conduct.

_____

Board, Commission, Committee

_____

Position

_____

Signature Date

Revised Del Norte Solid Waste Management Authority Code of Ethics
Aand Conduct for Board Commissioners
AndAnd Members
Appointed To Commissions and Committees

Statement of Purpose:

The Board of Commissioners for the Del Norte Solid Waste Management Authority desires the highest level of ethical conduct for the members of the Board of Commissioners and members of appointed commissions and committees and the alternates of each body. The residents and businesses of the City of Crescent City and County of Del Norte are entitled to fair and accountable local government and to be represented by public officials who act in an ethical manner. The Del Norte Solid Waste Management Authority's strong desire to fulfill this mission therefore requires that:

- Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Public officials be independent, impartial and fair in their judgment and actions;
- Public office be used for the public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Board of Commissioners of the Del Norte Solid Waste Management Authority has adopted this Code of Ethics and Conduct (Code of Ethics) for elected officials and members of appointed commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation. It is intended that this Code of Ethics apply to the designated public officials and candidates for the Board of Commissioners; members of the public seeking appointment to commissions and committees are strongly encouraged to endorse and comply with the provisions of this Code of Ethics. Board of Commissioners members and members of appointed commissions and committees and their alternates are referred to generally as "Public Officials" in this Code of Ethics.

This Code addresses selective aspects of the governance of the Authority and supplements, but does not supplant, other laws and rules that prescribe the legal responsibilities of Public Officials. Those include, among others, the California Constitution, various provisions of the California Government Code (including the Brown Act and the Political Reform Act) and Labor Code, federal laws prohibiting discrimination and harassment, and the provisions of the Authority's own

Ordinances and Resolutions. Elected and appointed officials should be familiar with these laws to assure that they exercise their responsibilities properly. In addition, the Authority's General Counsel is available to respond to questions about these matters.

It is not possible for a code of this kind to anticipate and provide a rule of conduct for all situations. At bottom, it is expected that officials will manage their behavior in a manner consistent with the rules that follow, respect the chain of command and behave within the bounds of their authority. It is also expected that officials will treat each other, Authority employees, and the residents and business-people within Del Norte County with courtesy and respect in a manner that reflects well on the Authority.

1. Act in the Public Interest

Recognizing that the public interest must be their primary concern, Public Officials will work for the common good of the people of the Del Norte Solid Waste Management Authority and not for any private or personal interest. They will assure fair and equal treatment of all persons, businesses and interests coming before the Del Norte Solid Waste Management Authority Board of Commissioners, commissions, and committees. The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety. Commissioners are obliged to not independently discuss or explore courses of action with Authority contractors that are likely to directly or indirectly undermine the viability of the Del Norte Solid Waste Management Authority, unless such discussions have been addressed as an agendized item of discussion at a regular public Authority Board meeting and such independent Commissioner discussion is consistent with all prior actions of the Authority Board of Commissioners.

2. Comply with the Law

Public Officials shall comply with the laws of the nation, the State of California, and the Del Norte Solid Waste Management Authority in the performance of their public duties. These laws include, but are not limited to: the Constitutions of the United States and California; laws pertaining to conflicts of interest, financial disclosures, employer responsibilities, open processes of government, confidentiality of closed session information; and the Del Norte Solid Waste Management Authority Joint Powers Agreement, Bylaws, Ordinances and Resolutions.

3. Respect for Process

Public Officials shall perform their duties in accordance with the processes and rules of order established by the Board of Commissioners, commissions, and committees governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Board of Commissioners by Authority staff.

4. Decisions Based on Merit

Public Officials shall base their decisions on the merits and substance of the matter at hand. Public Officials shall prepare themselves for public issues, review relevant staff reports and printed materials as presented, listen courteously and attentively to all public discussions before the body, and focus on the business at hand.

5. Communication

Public Officials shall share substantive information that is relevant to a matter under consideration by the Board of Commissioners, commissions, and committees which they may have received from sources outside the public decision-making process. Public Officials shall avoid improper ex parte communications with parties when the official is sitting in a quasi-judicial role. Meetings between Authority Commissioners and representatives of Authority contractors are ex parte communications and discouraged unless such direction has been given by the Board. Any ~~and~~ such meetings should be disclosed to the other Commissioners at the start of the next~~each~~ regular Authority meeting.

Whenever an official is representing the Authority, in or out-of-town, the Public Official is "on-duty" and should behave in a manner that will reflect well on the Authority. When out-of-town or at social events there is a temptation to behave more informally than one might at headquarters, which can lead to awkward or embarrassing situations, and in extreme cases to improper or illegal behavior.

Public Officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board of Commissioners, commissions and committees, the staff or public. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings. This provision is not intended to limit the right of a Public Official to comment on the manner in which the business of the Authority is being conducted, but personnel matters related to Authority employees should be addressed to the Authority's Director consistent with his/her responsibilities and recognizes that the board's meeting is a business meeting as well as a public forum.

6. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, public officials shall not use their official positions to influence government decisions in which they have a material financial interest or personal relationship which may give the appearance of a conflict of interest. Public Officials shall comply with state law, the Joint Powers Agreement and the Authority's Ordinances regarding disclosure and avoidance of conflicts of interest.

7. Gifts and Favors

Public Officials shall comply with the requirements of the Political Reform Act relating to the acceptance and reporting of gifts.

8. Confidential Information

Public Officials shall not use or disclose information obtained through Authority service for improper purposes. Public Officials often acquire information in performing their duties that is not generally available to the public, including information received in closed sessions. Sometimes this information is confidential or highly sensitive. Information that is not generally available to the public, including discussions held during Closed Sessions, must remain confidential and be used only for the purposes for which it was divulged. Public Officials shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests.

9. Use of Public Resources

Public Officials shall not use public resources not available to the public in general, such as Authority staff time, equipment, supplies or facilities, for private gain or personal purposes. Public Officials shall not utilize the Authority's name or logo for the purpose of endorsing any political candidate or business.

10. Political Contributions

A member or candidate for Board of Commissioners shall not solicit contributions or endorsements from the Authority's employees. This provision is not intended to interfere with an employee's right to endorse or contribute on his/her own or to prohibit soliciting contributions or endorsements from employee bargaining units.

11. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of Board of Commissioners shall not appear on behalf of the private interests of third parties before the Board of Commissioners or any board, commission, committee, or proceeding of the Authority, nor shall members of commissions or committees appear before their own bodies or before the Board of Commissioners on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

12. Advocacy

Public Officials shall represent the official policies or positions of the Board of Commissioners or committee to the best of their ability when designated as

delegates for this purpose. Public Officials occasionally speak before other public bodies, neighborhood groups or to the press. When doing so, they should always make it clear whether they are presenting their own point of view or whether they have been authorized by the body of which they are a member to present a particular view. They should be clear in all oral and written utterances whether they are using their title for identification purposes or because they are speaking in an official capacity. The actions and recommendations of subsidiary bodies are presented to the Board of Commissioners as part of the staff report, and often memorialized in a resolution. If a subsidiary body feels it necessary to supplement these written transmittals, it should expressly authorize one of its members to speak on its behalf.

Authority letterhead must be used with care to avoid misunderstandings. Letterhead may be used to communicate official Authority policy or actions. It is also routinely used by Commissioners to respond to inquiries or communicate their individual opinions, in which event the author should be clear about whose view is being presented.

13. Policy Role of Members

Public Officials shall respect and adhere to the commission-manager structure of the Del Norte Solid Waste Management Authority as outlined in the Authority's policies and procedures and follow the Del Norte Solid Waste Management Authority's Joint Powers Agreement and its ordinances with respect to the Authority's Director's relationship with the Board of Commissioners. In this structure, the Board of Commissioners determines the policies of the Authority with the advice, information and analysis provided by the public, commissions and committees, and Authority staff. Except as provided by the Joint Powers Agreement or ordinance, Public Officials shall not interfere with the administrative functions of the Authority or the professional duties of Authority staff; nor shall they impair the ability of staff to implement board policy decisions.

14. Positive Work Place Environment

Consistent with the Del Norte Solid Waste Management Authority's Core Values, Public Officials shall support the maintenance of a positive and constructive work place environment for Authority employees and for residents and businesses dealing with the Authority. Public Officials shall recognize their special role in dealings with Authority employees and refrain from creating the perception of inappropriate direction to staff.

15. Harassment and Discrimination

Public Officials shall not engage in any form of harassment or unlawful discrimination. The Del Norte Solid Waste Management Authority is committed to providing an environment that is free from unlawful discrimination, including discrimination or harassment that is based on any legally protected status. The Authority will not tolerate any form of discrimination or harassment that violates this policy. This policy forbids any unwelcome conduct that is based on an individual's age, race, color, religion, sex, national origin, ancestry, marital status, sexual-orientation, veteran status, physical or mental disability, legally protected medical condition or association with anyone who has, or is perceived to have, any protected characteristic, or any other basis protected by state, federal or local law.

16. Implementation of the Code of Ethics

The Del Norte Solid Waste Management Authority Code of Ethics expresses standards of ethical conduct expected for members of the Del Norte Solid Waste Management Authority Board of Commissioners, commissions and committees. Public Officials themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of commissions and committees, have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

Public Officials entering office shall acknowledge that they have read and understood the Del Norte Solid Waste Management Authority Code of Ethics. This Code of Ethics and Conduct shall be reviewed periodically by the Board of Commissioners, commissions, and committees.

17. Compliance and Enforcement

Complaints alleging a violation of this Code of Conduct by an Authority employee or voluntary appointee who is not a Commissioner ~~Public Official~~ should be directed to the Authority's Director. Upon receipt of a complaint ~~of a minor nature~~, the Authority's Director and its General Legal Counsel shall together determine a course of action. The Authority's Director and its General Legal Counsel shall, should they fail to resolve the complaint or should the complaint be of a serious nature, consult with the Chair (unless the Chair is ~~the subject of the complaint~~ not available, in which event they shall consult with the Vice Chair or other Commissioner, in order of seniority, as is appropriate under the circumstances) in order to determine an appropriate course of action.

Commented [MR1]: As I read the changes, the Chair would no longer be the subject of a complaint submitted under this paragraph, so I changed to "not available".

Complaints alleging a violation of this Code of Conduct by an Authority Commissioner should be directed to the Authority Chair, or Vice-Chair if the Chair is the subject of the complaint. ~~If the alleged violation of this Code of Conduct involves more than one Authority Commissioner, the complaint should be directed by the Director to the Crescent City legal counsel and the Del Norte County Counsel. In each of these instances, t~~The personarty receiving the complaint is to work with the Authority legal counsel to investigate the allegation and recommend a course of action to the Board.

Commented [MR2]: The Authority Board / staff do not have the authority to direct County Counsel or City Attorney. By eliminating this sentence, we will utilize one process, without outside counsel.

~~Serious complaints regarding a Ccommissionner or committee member shall be directed to the chair person, or vice chair if the chair is named in the complaint. The recipient of the subsidiary body's complaint shall consult with the Authority's Director and the Authority's General Counsel to determine the appropriate course of action.~~

Commented [MR3]: Paragraph 1 covers employees and voluntary appointees. Paragraph 2 covers commissioners. This paragraph is no longer necessary.

The goal of enforcement of this Code of Ethics is corrective, rather than penal and a progressive approach of curing violations is encouraged beginning with informal methods and proceeding to more formal methods, as necessary and appropriate, given the circumstances and allegations of the complaint. In appropriate circumstances, informal counseling and instruction shall be utilized to address issues before recommending sanctions. Depending on the severity of the violation, sanctions may be imposed including reprimand, formal censure, referral back to the agency appointing the member with a recommendation for removal from the appointment, loss of committee assignments, exclusion from closed sessions, travel or expense reimbursement restrictions, loss of staff support or use of Authority resources, referral to the Grand Jury or other penalties as may be applicable to the circumstances. The Board of Commissioners also may remove members of commissions and committees from office.

Prior to any sanction being taken against a Public Official, the official shall receive notice of the alleged violation and the proposed sanction. Before a sanction is imposed, the Public Official charged may request a public hearing before the Board of Commissioners and, in such case, a sanction shall not be imposed except upon a majority vote of the Board of Commissioners. The Public Official whose conduct is under scrutiny shall be disqualified from voting upon whether or not sanctions should be imposed. A public hearing need not comply with the formal rules of evidence, but shall afford the Public Official an opportunity to be heard on the proposed sanction.

18. Statement of Commitment

As a member or alternate of the Board of Commissioners of the Del Norte Solid Waste Management Authority or of an Authority board, commission, or committee, I understand and agree to uphold the Code of Ethics and Conduct for elected and appointed officials adopted by the Board of Commissioners. In recognition of this standard I will conduct myself by the following model of behavior:

- Recognize the worth of individual members and appreciate their individual talents, perspectives and contributions;
- Help create an atmosphere of respect and civility where individual members, Authority staff and the public are free to express their ideas and work to their full potential.
- Conduct my personal and public affairs with honesty, integrity, fairness and respect for others;
- Respect the dignity and privacy of individuals and organizations;
- Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;
- Avoid and discourage conduct which is divisive or harmful to the best interests of Del Norte Solid Waste Management Authority;
- Treat all people with whom I come in contact in the way I wish to be treated.

I affirm that I have read and that I understand, accept and support the Del Norte Solid Waste Management Authority Code of Ethics and Conduct.

_____

Board, Commission, Committee

_____

Position

_____

Signature Date

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
RESOLUTION NO. 2015-09

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADOPTING FIRST AMENDED BY-LAWS

WHEREAS, the Del Norte Solid Waste Management Authority has been created by a Joint Powers Agreement executed by the City of Crescent City and the County of Del Norte; and

WHEREAS, the Governing Board of Commissioners is authorized to adopt and modify its By-laws; and

WHEREAS, the Authority By-laws were initially adopted in 1992 and most recently substantially revised in 1999 though these By-laws had been revised by Resolution seven times since 1999; and

WHEREAS, in July 2015 the Authority Board of Commissioners appointed a sub-committee to suggest revisions to the Authority By-Laws incorporating changes adopted since 1999 and other appropriate revisions.

NOW THEREFORE BE IT RESOLVED that the Governing Board of Commissioners of the Del Norte Solid Waste Management Authority does hereby adopt the First Amended By-Laws, attached to this resolution and incorporated herein by this reference.

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 15th day of September, 2015.

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Rick Holley, Chair
Del Norte Solid Waste Management Authority

ATTEST:

_____
Dr. Angela Glore, Secretary of the Board
Del Norte Solid Waste Management Authority

_____
Katherine Brewer, Clerk of the Board
Del Norte Solid Waste Management Authority

FIRST AMENDED BY-LAWS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

ARTICLE I – THE AUTHORITY

Section 1.1: Name of Authority. The name of the Authority shall be the 'Del Norte Solid Waste Management Authority.'

Section 1.2: Seal of the Authority. The Seal of the Authority shall contain the words 'Del Norte Solid Waste Management Authority, September 21, 1992."

Section 1.3: Office of the Authority. The Office of the Authority for the transaction of business and receipt of all notices shall be at 1700 State Street, Crescent City, California, until otherwise provided by Resolution.

ARTICLE II – OFFICERS

Section 2.1: Governing Board. The Governing Board shall:

A. Elect a Chair, a Vice-Chair, Secretary, Treasurer / Controller and such other officers as the Authority shall find appropriate, to serve the Authority for a term of one year unless sooner terminated at the pleasure of the Governing Board.
B. Establish such committees it determines appropriate. The Chair may appoint ad hoc committees of the Board consisting of not more than two (2) members of the Board. The Board, by Resolution, may establish such standing or other committees it deems appropriate from time to time. The Board shall provide general directives for the work of committees.
C. Take appropriate measures to meet the financial requirements of the Authority, by rates, service fees, franchise fees, assessments and other contributions, as hereafter provided for, and make other provisions as it shall find appropriate for the work of the Authority.

Section 2.2: Executive Officers. The officers of the Authority shall be the Chair, Vice-Chair, Secretary, and Treasurer / Controller. The Chair and Vice-Chair shall be elected

by the Governing Board from the Authority Commissioners appointed by the Charter Members.

Section 2.3: Chair. The Chair of the Authority shall preside at all meetings of the Governing Board and shall sign all contracts and other instruments for and on behalf of the Authority.

Section 2.4: Vice Chair. The duties of the Vice Chair shall be to act, sign instruments, and perform all the duties of the Chair in the absence or incapacity of the Chair' and in case of the resignation or other official and final removal of the Chair, the Vice-Chair shall perform such duties as are imposed on the Chair until the Authority shall elect a new Chair.

Section 2.5: Treasurer / Controller. The Treasurer / Controller of the Authority shall be a Certified Public Accountant appointed by the Governing Board to provide financial oversight, advisory and review services including advice regarding fiscal controls, audits of Authority funds as required by law, and performance of all duties specified in California Government Code section 6505.5. This shall be a nonvoting office. If the Authority establishes its own financial accounts separated from both the County of Del Norte and the City of Crescent City, the Treasurer/ Controller shall file an official bond in the amount determined by the Governing Board and thereafter be responsible as the depository and have custody of all money of the Authority from whatever source.

Section 2.6: Secretary. The Authority shall appoint a Secretary. The Secretary may countersign contracts or agreements on behalf of the Authority, and shall sign minutes of all Authority meetings attended during the Secretary's term of office. In the absence of the Secretary, the Vice-Chair or other Commissioner appointed by the Governing Board may sign any instrument otherwise required to be signed by the Secretary.

Section 2.7: Clerk. The Clerk of the Authority shall provide services as recording secretary for Authority meetings, keeping and filing records of Authority meetings, proceedings and actions. The Clerk shall affix the Authority Seal to all Resolutions and Ordinances, instruments and contracts authorized to be executed for and on behalf of the Authority and appropriately adopted by the Authority Board. The Clerk is a non-voting office, and may be staffed by an appropriately trained Authority employee. In the event of a vacancy in the Clerk position, the Authority Director may procure on the Authority's behalf necessary secretarial support for recording minutes at Authority meetings until a Clerk is appointed.

Section 2.8: Legal Counsel. The Governing Board shall select, appoint, and retain an attorney for the Authority, who shall perform such duties as may be prescribed by the Governing Board. No contract or deed or lease or similar document shall not be signed without the approval of the Authority legal counsel as to form, except for contracts for less than Five Thousand Dollars ($5,000) that the Director is authorized to sign need not be approved as to form by the Authority's legal counsel.

Section 2.9: Election of Officers. The Chair, Vice-Chair, and Secretary shall be elected annually from among the members of the Authority Governing Board, and shall hold office for one year or until their successors are elected and appointed. These Authority offices may only be held by current Authority Commissioners. All Officers shall serve at the pleasure of the Governing Board of the Authority and may be removed by a majority vote of the Authority Governing Board.

Section 2.10: Vacancies. Should the office of Chair or Vice-Chair or Secretary become vacant, the Governing Board shall elect a successor form the members of the Governing Board at the next regular meeting, and such election shall be for the unexpired term of said office or until a successor is otherwise elected by the Governing Board of the Authority to replace such officer.

Section 2.11: Director. The Director of the Del Norte Solid Waste Management Authority shall be responsible for the day-to-day operations of the Authority and shall serve at the pleasure of the Governing Board. The Director has authority to make expenditures of up to Five Thousand Dollars ($5,000.00), and to sign contracts for such expenditures, for such items or services included in the applicable budget adopted by the Authority Board.

Section 2.12: Other Employees. The Governing Board shall have the power to appoint and employ and determine compensation for such other officers, employees, consultants, advisors, and independent contractors as may be necessary for the purposes of the Authority. The Authority staff, other than employees of a person or entity performing services for the Authority, shall be hired, promoted, disciplined or terminated and shall have such rights of employment as the Authority shall determine subject to any applicable provisions of federal and state law. Nothing herein shall be construed as making the Authority a department of the County of Del Norte nor the City of Crescent City, nor as placing any of the officers, counsel, personnel, or employees of the Authority under any form of specially protected employment right or status.

Section 2.13: Compensation. The Governing Board shall determine the compensation of, and pay from the Authority's funds (including payment from funds which the Authority may receive from time to time in the form of federal and state grants), the salaries, wages, fees, and other compensation of such planning, engineering, legal, financial, or other technical and professional personnel, consultants, and other employees, contractor or advisors of the Authority.

Both voting and nonvoting Commissioners shall serve without compensation. This compensation may be amended from time to time by Resolution or Ordinances. Commissioners may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties. Reimbursements shall be subject to approval of the Governing Board.

ARTICLE III – MEETINGS

Section 3.1: Annual Meeting. The annual meeting of the Governing Board of the Authority shall be the first meeting of the new fiscal year which starts in July attended by all Commissioners appointed by Charter members, and the Public member elected for that calendar year, or such other time and place as determined by the Governing Board by Resolution.

Section 3.2: Regular and Special Meetings. All regular and special meetings of the Governing Board shall be held subject to the Ralph M. Brown Act, Chapter 9, Part 1, Division 2, Title 5 of the California Government Code beginning with section 54950, or according to such other regulations as the legislature may hereafter provide.

The Governing Board's regular meeting shall be held at the time, date and location as set by the Governing Board in a duly adopted resolution Any Commissioner may request a special meeting to be held and notice of the special meeting shall be given as required by law.

Section 3.3: Open Meetings. All of the meetings of the Governing Board shall be open to the public, whether regular or special (except as otherwise authorized under the laws of the State of California) and shall otherwise be held pursuant to the applicable laws of the State of California.

Section 3.4: Quorum. Three (3) members of the Governing Board shall constitute a quorum for the transaction of business, provided there is present at least one (1) Commissioner appointed by each of the Charter Members. When a quorum is in attendance, action may be taken by a majority vote of the members of the Governing Board present provided there is at least One (1) vote on the prevailing side from each of the Charter Members, except in cases where more than a majority vote is required by law or prior agreement.

Section 3.5: Order of Business. At the regular meetings of the Governing Board of the Authority the following topics shall be regular items of business:

1. Call to Order / Roll Call.
2. Public Comments.
3. Consent Agenda.
4. Discussion / Action Items.
5. Staff & Commissioner Reports.
6. Adjournment.

For the convenience of the Governing Board or others, the Chair may modify the order of business for any regular or special meeting. As the Governing Board of the Del Norte Solid Waste Management Authority also serves as the Governing Board of the Del Norte Abandoned Vehicle Abatement Service Authority, discussion or action items regarding abandoned vehicle abatement will be agendized prior to the item for final

adjournment of the Governing Board of the Del Norte Solid Waste Management Authority.

All resolutions shall be in writing and the Authority Clerk will maintain a binder of adopted Resolutions for reference as needed. The Authority Clerk will also maintain separate binders of adopted Authority Ordinances and Minutes. Any Ordinance of the Governing Board must be approved by a majority vote of both the City Council and the Board of Supervisors before the Ordinance may be adopted by the Authority Governing Board.

Section 3.6: Roll Call Vote on Resolutions and Ordinances. The voting on all resolutions involving money matters and ordinances coming before the Governing Board shall be by roll call, the ayes and noes shall be entered upon the minutes of such meeting.

Section 3.7 Rules. The Governing Board may adopt, from time to time, such rules and regulations for the conduct of its meetings and affairs as are necessary or convenient for purposes thereof.

ARTICLE IV – MISCELLANEOUS

Section 4.1: Amendments to Bylaws. The Bylaws of the Governing Board of the Authority shall be amended at a regular or special meeting and only with the approval of at least three (3) members of the Governing Board of the Authority further providing there is at least one vote on the prevailing side from each of the Charter Members. An amendment shall be compatible with the Purposes of the Joint Powers Agreement and not in conflict with the Joint Powers Agreement, from time to time amended. Starting in July 2016, any amendment passed shall be effective immediately, unless otherwise designated.

Section 4.2: Contracts. Notwithstanding any other provision of these Bylaws requiring more than one signature on contracts made under the direction of the Governing Board, the Chair may be the only signatory on a contract with another government entity when the contract form prepared by such other entity provides for only one such signature. The Authority Director may also sign such an agreement if approved in advance by the Authority Governing Board.

FIRST AMENDED BY-LAWS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

ARTICLE I – THE AUTHORITY

Section 1.1: Name of Authority. The name of the Authority shall be the 'Del Norte Solid Waste Management Authority.'

Section 1.2: Seal of the Authority. The Seal of the Authority shall contain the words 'Del Norte Solid Waste Management Authority, September 21, 1992."

Section 1.3: Office of the Authority. The Office of the Authority for the transaction of business and receipt of all notices shall be at 1700 State Street, Crescent City, California, until otherwise provided by Resolution.

ARTICLE II – OFFICERS

Section 2.1: Governing Board. The Governing Board shall:

A. Elect a Chair, a Vice-Chair, Secretary, Treasurer / Controller and such other officers as the Authority shall find appropriate, to serve the Authority for a term of one year unless sooner terminated at the pleasure of the Governing Board.
B. Establish such committees it determines appropriate. *[Deleted: Prior version described an Executive Committee to serve when the Solid Waste Manager position is vacant]* The Chair may appoint ad hoc committees of the Board consisting of not more than two (2) members of the Board. The Board, by Resolution, may establish such standing or other committees it deems appropriate from time to time. The Board shall provide general directives for the work of committees.
C. Take appropriate measures to meet the financial requirements of the Authority, by rates, service fees, franchise fees, assessments and other contributions, as hereafter provided for, and make other provisions as it shall find appropriate for the work of the Authority.

Section 2.2: Executive Officers. The officers of the Authority shall be the Chair, Vice-Chair, Secretary, and Treasurer / Controller. The Chair and Vice-Chair shall be elected by the Governing Board from the Authority Commissioners appointed by the Charter Members.

Section 2.3: Chair. The Chair of the Authority shall preside at all meetings of the Governing Board and shall sign all contracts and other instruments for and on behalf of the Authority.

Section 2.4: Vice Chair. The duties of the Vice Chair shall be to act, sign instruments, and perform all the duties of the Chair in the absence or incapacity of the Chair' and in case of the resignation or other official and final removal of the Chair, the Vice-Chair shall perform such duties as are imposed on the Chair until the Authority shall elect a new Chair.

Section 2.5: Treasurer / Controller. The Treasurer / Controller of the Authority shall be a Certified Public Accountant appointed by the Governing Board to provide financial oversight, advisory and review services including advice regarding fiscal controls, audits of Authority funds as required by law, and performance of all duties specified in California Government Code section 6505.5. This shall be a nonvoting office. If the Authority establishes its own financial accounts separated from both the County of Del Norte and the City of Crescent City, the Treasurer/ Controller shall file an official bond in the amount determined by the Governing Board and thereafter be responsible as the depository and have custody of all money of the Authority from whatever source.

Section 2.6: Secretary. The Authority shall appoint a Secretary. *[Deleted: Prior version had the Secretary furnish a bond and have responsibility for control of Authority properties, documents and records.]* The Secretary may countersign contracts or agreements on behalf of the Authority, and shall sign minutes of all Authority meetings attended during the Secretary's term of office. In the absence of the Secretary, the Vice-Chair or other Commissioner appointed by the Governing Board may sign any instrument otherwise required to be signed by the Secretary.

Section 2.7: Clerk. The Clerk of the Authority shall provide services as recording secretary for Authority meetings, keeping and filing records of Authority meetings, proceedings and actions. The Clerk shall affix the Authority Seal to all Resolutions and Ordinances, instruments and contracts authorized to be executed for and on behalf of the Authority and appropriately adopted by the Authority Board. The Clerk is a non-voting office, and may be staffed by an appropriately trained Authority employee. In the event of a vacancy in the Clerk position, the Authority Director may procure on the Authority's behalf necessary secretarial support for recording minutes at Authority meetings until a Clerk is appointed.

Section 2.8: Legal Counsel. The Governing Board shall select, appoint, and retain an attorney for the Authority, who shall perform such duties as may be prescribed by the Governing Board. No contract or deed or lease or similar document shall not be signed

without the approval of the Authority legal counsel as to form, except for contracts for less than Five Thousand Dollars ($5,000) that the Director is authorized to sign need not be approved as to form by the Authority's legal counsel.

Section 2.9: Election of Officers. The Chair, Vice-Chair, and Secretary shall be elected annually from among the members of the Authority Governing Board, and shall hold office for one year or until their successors are elected and appointed. These Authority offices may only be held by current Authority Commissioners. All Officers shall serve at the pleasure of the Governing Board of the Authority and may be removed by a majority vote of the Authority Governing Board.

Section 2.10: Vacancies. Should the office of Chair or Vice-Chair or Secretary become vacant, the Governing Board shall elect a successor form the members of the Governing Board at the next regular meeting, and such election shall be for the unexpired term of said office or until a successor is otherwise elected by the Governing Board of the Authority to replace such officer.

Section 2.11: Director. The Director of the Del Norte Solid Waste Management Authority shall be responsible for the day-to-day operations of the Authority and shall serve at the pleasure of the Governing Board. The Director has authority to make expenditures of up to Five Thousand Dollars ($5,000.00), and to sign contracts for such expenditures, for such items or services included in the applicable budget adopted by the Authority Board.

Section 2.12: Other Employees. The Governing Board shall have the power to appoint and employ and determine compensation for such other officers, employees, consultants, advisors, and independent contractors as may be necessary for the purposes of the Authority. The Authority staff, other than employees of a person or entity performing services for the Authority, shall be hired, promoted, disciplined or terminated and shall have such rights of employment as the Authority shall determine subject to any applicable provisions of federal and state law. Nothing herein shall be construed as making the Authority a department of the County of Del Norte nor the City of Crescent City, nor as placing any of the officers, counsel, personnel, or employees of the Authority under any form of specially protected employment right or status.

Section 2.13: Compensation. The Governing Board shall determine the compensation of, and pay from the Authority's funds (including payment from funds which the Authority may receive from time to time in the form of federal and state grants), the salaries, wages, fees, and other compensation of such planning, engineering, legal, financial, or other technical and professional personnel, consultants, and other employees, contractor or advisors of the Authority.

Both voting and nonvoting Commissioners shall serve without compensation. This compensation may be amended from time to time by Resolution or Ordinances. Commissioners may be reimbursed for reasonable and necessary expenses incurred in

the performance of their duties. Reimbursements shall be subject to approval of the Governing Board.

ARTICLE III – MEETINGS

Section 3.1: Annual Meeting. The annual meeting of the Governing Board of the Authority shall be the first meeting of the new fiscal year which starts in July attended by all Commissioners appointed by Charter members, and the Public member elected for that calendar year, or such other time and place as determined by the Governing Board by Resolution.

Section 3.2: Regular and Special Meetings. All regular and special meetings of the Governing Board shall be held subject to the Ralph M. Brown Act, Chapter 9, Part 1, Division 2, Title 5 of the California Government Code beginning with section 54950, or according to such other regulations as the legislature may hereafter provide.

The Governing Board's regular meeting shall be held at the time, date and location as set by the Governing Board in a duly adopted resolution. Any Commissioner may request a special meeting to be held and notice of the special meeting shall be given as required by law.

Section 3.3: Open Meetings. All of the meetings of the Governing Board shall be open to the public, whether regular or special (except as otherwise authorized under the laws of the State of California) and shall otherwise be held pursuant to the applicable laws of the State of California.

Section 3.4: Quorum. Three (3) members of the Governing Board shall constitute a quorum for the transaction of business, provided there is present at least one (1) Commissioner appointed by each of the Charter Members. When a quorum is in attendance, action may be taken by a majority vote of the members of the Governing Board present provided there is at least One (1) vote on the prevailing side from each of the Charter Members, except in cases where more than a majority vote is required by law or prior agreement.

Section 3.5: Order of Business. At the regular meetings of the Governing Board of the Authority the following topics shall be regular items of business:

1. Call to Order / Roll Call.
2. Public Comments.
3. Consent Agenda.
4. Discussion / Action Items.
5. Staff & Commissioner Reports.
6. Adjournment.

For the convenience of the Governing Board or others, the Chair may modify the order of business for any regular or special meeting. As the Governing Board of the Del

Norte Solid Waste Management Authority also serves as the Governing Board of the Del Norte Abandoned Vehicle Abatement Service Authority, discussion or action items regarding abandoned vehicle abatement will be agendized prior to the item for final adjournment of the Governing Board of the Del Norte Solid Waste Management Authority.

All resolutions shall be in writing and the Authority Clerk will maintain a binder of adopted Resolutions for reference as needed. The Authority Clerk will also maintain separate binders of adopted Authority Ordinances and Minutes. Any Ordinance of the Governing Board must be approved by a majority vote of both the City Council and the Board of Supervisors before the Ordinance may be adopted by the Authority Governing Board.

Section 3.6: Roll Call Vote on Resolutions and Ordinances. The voting on all resolutions involving money matters and ordinances coming before the Governing Board shall be by roll call, the ayes and noes shall be entered upon the minutes of such meeting.

Section 3.7 Rules. The Governing Board may adopt, from time to time, such rules and regulations for the conduct of its meetings and affairs as are necessary or convenient for purposes thereof.

ARTICLE IV – MISCELLANEOUS

Section 4.1: Amendments to Bylaws. The Bylaws of the Governing Board of the Authority shall be amended at a regular or special meeting and only with the approval of at least three (3) members of the Governing Board of the Authority further providing there is at least one vote on the prevailing side from each of the Charter Members. An amendment shall be compatible with the Purposes of the Joint Powers Agreement and not in conflict with the Joint Powers Agreement, from time to time amended. Starting in July 2016, any amendment passed shall be effective immediately, unless otherwise designated.

Section 4.2: Contracts. Notwithstanding any other provision of these Bylaws requiring more than one signature on contracts made under the direction of the Governing Board, the Chair may be the only signatory on a contract with another government entity when the contract form prepared by such other entity provides for only one such signature. The Authority Director may also sign such an agreement if approved in advance by the Authority Governing Board.

BY-LAWS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

ARTICLE I -- THE AUTHORITY

Section 1.1: Name of Authority. The name of the Authority shall be the "Del Norte Solid Waste Management Authority."

Section 1.2: Seal of Authority. The Seal of the Authority shall contain the words "Del Norte Solid Waste Management Authority, September 21, 1992."

Section 1.3: Office of Authority. The Office of the Authority for the transaction of business and receipt of all notices shall initially be at 391 Front Street, Crescent City, California, until otherwise provided by Resolution.

ARTICLE II -- OFFICERS

Section 2.1: Governing Board. The Governing Board shall:

A. Elect a Chair, a Vice Chair, Secretary, Treasurer/Controller, and such other officers as the Authority shall find appropriate, to serve the Authority for a term of one year unless sooner terminated at the pleasure of the Governing Board.

B. Establish such committees it determines appropriate. The President may appoint ad hoc committees of the Board consisting of not more than two (2) members of the Board. The Board, by resolution, may establish such standing or other committees as it deems appropriate from time to time. The Board shall provide general directives for the work of the committees.

C. Take appropriate measures to meet the financial requirements of the Authority, by assessments and other contributions, as hereafter provided for, and make other provisions as it shall find appropriate for the work of the Authority.

Section 2.2: Executive Officers. The officers of Authority shall be the Chair, Vice Chair, Secretary, and Treasurer/Controller. The Chair and Vice Chair shall be elected by the Governing Board from the Authority Commissioners appointed by the Charter Members.

Section 2.3: Chair. The Chair of the Authority shall preside at all meetings of the Governing Board and shall sign all contracts, and other instruments for and on behalf of the Authority. The Chair shall also perform such other duties as the Authority shall instruct.

Section 2.4: Vice Chair. The duties of the Vice Chair shall be to act, sign instruments, and perform all the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or death of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until the Authority shall elect a new Chair.

Section 2.5: Treasurer/Controller. The Treasurer/Controller of the Authority shall be a Certified Public Accountant appointed by the Governing Board to be the depository and have custody of all the money of the Authority from whatever source. The Treasurer/Controller shall perform all the duties specified in Government Code section 6505.5 as well as cause a biannual audit of the Authority funds according to the requirements of law. This shall be a nonvoting office. The Treasurer/Controller shall file an official bond in the amount determined from time to time by the Governing Board. The Governing Board shall determine the reasonable charges to be made against the Authority for the services of the Treasurer/Controller.

Section 2.6: Secretary. The Authority shall appoint a Secretary. The Secretary shall have charge of, handle, or have access to any property of the Authority and shall furnish a bond in an amount to be fixed by the Governing Board. "Property of this Authority" as used in this paragraph does not include property of a public entity member used for Authority purposes, unless that member specifically authorizes such use. The Secretary shall keep the records of the Authority; keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose; perform all duties incident to the office; and affix Seal to all Resolutions and Ordinances adopted by the Authority to all contracts and instruments authorized to be executed for and on behalf of the Authority. The Secretary shall countersign all contracts on behalf of the Authority. The Secretary may delegate the clerical functions of the office to a Clerk of the Authority should the Governing Board determine to fill such a position. In the absence of the Secretary, the Vice Chair or other Commissioner appointed by the Governing Board may sign any instrument otherwise required to be signed by

the Secretary.

Section 2.7: Legal Adviser. The Governing Board shall select, appoint, and retain an attorney of the Authority, who shall perform such duties as may be prescribed by the Governing Board. No contract or deed or lease or similar document shall be signed without the approval of the attorney for the Authority as to form, except that contracts for less than One Thousand Dollars ($1000) that the Director is authorized to sign need not be approved as to form by the Authority's attorney.

Section 2.8: Election of Officers. The Chair, Vice-Chair, and Secretary shall be elected at the annual meeting of the Governing Board of the Authority from among the members of said Governing Board, and shall hold office for one year or until their successors are elected and qualified. All Officers shall serve at the pleasure of the Governing Board of the Authority and may removed by majority vote.

Section 2.9: Vacancies. Should the office of Chair or Vice-Chair or Secretary become vacant, the Governing Board of the Authority shall elect a successor from the members of the Governing Board at the next regular meeting, and such election shall be for the unexpired term of said office or until a successor is otherwise elected by the Governing Board of the Authority to replace such officer.

Section 2.10: Director. The Director of Solid Waste shall be responsible for the day-to-day operations of the Authority and shall serve at the pleasure of the Governing Board. The Director has authority to make expenditures of less than One Thousand Dollars ($1000), and to sign contracts for such expenditures, for items previously budgeted by the Governing Board.

Section 2.11: Other Employees. The Governing Board shall have the power to appoint and employ and determine the compensation of such other officers, employees, consultants, advisers, and independent contractors as may be necessary for the purposes of the Authority. The Authority staff, other than employees of a person or entity performing services for the Authority, shall be hired, promoted, disciplined or terminated and shall have such rights of employment as the Authority shall determine subject to any applicable provisions of federal and state law. Nothing herein contained shall be construed as making the

Authority a department of the County of Del Norte nor the City of Crescent City nor as placing any of the officers, counsel, personnel, or employees of the Authority under any form of specially protected employment right or status.

Section 2.12: Compensation. The Governing Board shall determine the compensation of, and pay from the Authority's funds (including payment from funds which the Authority may receive from time to time in the form of federal and state grants) the salaries, wages, fees, and other compensation of such planning, engineering, legal, financial or other technical and professional personnel, consultants, and other employees, contractors, or advisors of the Authority.

The voting commissioners each shall be compensated for all time spent performing their duties as Authority members the sum of One Hundred Fifty Dollars ($150) per calendar month plus Fifty Dollars ($50) for each regular, special, or adjourned meeting of the Governing Board that they attend. Commissioners shall not be compensated for more than one meeting on the same date. The compensation may be amended from time to time by resolution or ordinance. The commissioners may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties. Reimbursement shall be subject to approval of the Governing Board.

Nonvoting commissioners shall serve without compensation. Associate Members may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties as such members, subject to the approval of the Governing Board.

ARTICLE III -- MEETINGS

Section 3.1: Annual Meeting. The annual meeting of the Governing Board of the Authority shall be the first regular meeting of each calendar year or such other time and place as determined by the Governing Board by Resolution.

Section 3.2: Regular and Special Meetings. All regular and special meetings of the Governing Board shall be held subject to the Ralph M. Brown Act, Chapter 9, Part 1, Division 2, Title 5, of the Government Code beginning with section 54950, or according to such other regulations as the legislature may hereafter provide.

The Governing Board's regular meeting shall be held at 8:30 a.m. on the second Thursday of each month. The meetings shall be held at the Board of Supervisors Chambers at 583 "G" Street. The time and place of any meeting may be changed by the Chair for the convenience of the Governing Board or the public. Any Commissioner may request a special meeting be held and notice of the special meeting shall be given as required by law.

Section 3.3: Open Meetings. All of the meetings of the Governing Board shall be open to the public, whether regular or special (except as otherwise authorized under the laws of the State of California), and shall otherwise be held pursuant to the applicable laws of the State of California.

Section 3.4: Quorum. Three (3) members of the Governing Board shall constitute a quorum for the transaction of business, provided there is present at least one (1) commissioner appointed by each of the Charter Members. When a quorum is in attendance, action may be taken by a majority vote of the members of the Governing Board present providing there is at least One (1) vote on the prevailing side from each of the Charter Members, except in cases where a more than a majority vote is required by law.

Section 3.5: Order of Business. At the regular meetings of the Governing Board of the Authority the following shall be the order of business:

(1) Roll call.
(2) Consent Agenda.
(3) Staff report.
(4) Committee reports.
(5) Action/Discussion items.
(6) Public Comments.
(7) Adjournment.

For the convenience of the Governing Board or others, the Chair may modify the order of business for any regular or special meeting.

All resolutions shall be in writing and shall be kept in a journal of the proceedings of the Governing Board of the Authority. All ordinances shall be adopted and published as required by law.

Section 3.6: Roll Call Vote on Resolutions and Ordinances. The voting on all

resolutions involving money matters and ordinances coming before the Governing Board of the Authority shall be by roll call, and the ayes and noes shall be entered upon the minutes of such meeting.

Section 3.7: Rules. The Governing Board may adopt, from time to time, such rules and regulations for the conduct of its meetings and affairs as are necessary or convenient for purposes thereof.

ARTICLE IV -- MISCELLANEOUS

Section 4.1: Amendments to Bylaws. The Bylaws of the Governing Board of the Authority shall be amended at a regular or special meeting and only with the approval of at least three (3) members of the Governing Board of the Authority further providing there is at least one vote on the prevailing side from each of the Charter Members. An amendment shall be compatible with the purposes of the Authority and not in conflict with the Joint Powers Agreement, from time to time amended. Any amendment passed shall be effective immediately, unless otherwise designated.

Section 4.2: Contracts. Notwithstanding any other provision of these Bylaws requiring more than one signature on contracts made by the Governing Board, the Chair may be the only signatory on behalf of the Authority on a contract with another government entity when the contract form prepared by such other entity provides for only one such signature.

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

Director's Report

Date:	10 September 2015
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
Attachments:	1. 19 August 2015 Resignation letter from Commissioner Gitlin 2. Crescent City Landfill Semi-Annual report to the RWQCB 3. 2014 Annual Report to CalRecycle 4. AVA Report to State Controller's Office for FY 14/15 5. 'Toxic Free Home' ad for the Del Norte Triplicate
File Number:	**231501 – Authority Work Plans**

Summary: The Del Norte Solid Waste Management Authority continues to operate the Klamath, Gasquet and Del Norte County Transfer Stations and to provide required monitoring, accounting and reports to overseeing agencies and other public services. The Authority's annual household hazardous waste collection event will be held on Saturday September 26th from 9 AM until 2 PM at the Del Norte County Transfer Station. Starting at the beginning of October the outlying sites will revert to the winter schedule, with the Klamath Transfer Station open on Sunday and Wednesday from 10 AM to 4 PM, and the Gasquet Transfer Station open on Saturday from 10 AM until 4 PM.

The Authority awaits action from the Del Norte County Board of Supervisors to appoint a replacement Commissioner following the resignation of former Commissioner Gitlin.

Personnel / Staffing: All Authority-managed facilities were open during posted hours and all shifts were covered.

Agenda item 5.2 is a discussion and possible action regarding staff changes I am recommending. If the Board approves the proposed changes, the Authority will work with the County Personnel Department to begin recruiting for a 'Facilities and Programs Coordinator' position in the coming months.

Facilities: Vandalism has damaged fencing at the Crescent City Landfill and the Del

6.1

A Joint Powers Authority of
the City of Crescent City and County of Del Norte
& member, North Coast Recycling Market Development Zone

Printed on minimum 30% post-consumer
100% recycled paper

Norte County Transfer Station. Both CalRecycle and Local Enforcement Agent Houawa Mouwa have stated that they expect the fencing repairs at the landfill to be completed this summer. I met with Firefern Nursery and Fence Solutions to discuss this work and to solicit cost estimates. I am confident that the cost of these repairs will be less than $2,000.

I met with Bonnie Langley of Lawrence & Associates for a kickoff meeting for the environmental services related to the Authority's ongoing appeal of the Waste Discharge Requirements Fee imposed by the State Water Resources Control Board based on the Threat / Complexity rating from the North Coast Regional Water Quality Control Board. The scope of work was expanded slightly to incorporate an additional task entering data into the GeoTracker online reporting system, which is six months overdue.

My research regarding possible approaches to the repair of the worn areas of the Del Norte County Transfer Station floor has led me to believe that I should plan for and schedule two or three trips to other facilities that have conducted such repairs. Reasons include the magnitude of the expense and reports from several contacts that the experience of the contractor doing this work is especially critical to the longevity of the finished work. Also, I would like to observe how such repairs have held up in the years since their installation. It is always challenging to select a contractor who is not the lowest price, but in this case it may be warranted. I want to check with the managers of other facilities to see what advice they might offer to improve our results and/or help control our costs. While I had hoped that we might conduct these repairs during this fiscal year, I now believe that these site visits and interviews should happen first.

Finances and Audits: The Authority's fiscal year ended on June 30, 2015. Under the County's modified cash system of accounting, the audit begins after the end of September. The Authority has contracted with the same firm contracted to audit Del Norte County's records and accounts, Patel and Associates, LLP, and staff are preparing for their site visit in November.

On the consent agenda for this meeting, item 1.3 adds an additional $15,000 to the Authority's budget for this fiscal year for the promotion of beverage container recycling under a CalRecycle block grant program.

Vendor Contract Management and Oversight: Item 3.1 of this agenda addresses Change Order 7, which was negotiated between Jeremy Herber and Sherrie Phillips of Recology Del Norte and myself. The intent of this Change Order is to establish weight limits and to improve safety associated with the use of bins with volumes of 2, 3, 4, and 6 cubic yards. Recology reports that some customers have filled these bins with heavy materials such as roofing waste or sheetrock to the point that some of these bins could not be emptied, and other overloaded bins have resulted in a tire burst as the vehicle was transporting them. By establishing weight limits and improving the bin rental agreement, both Reoclogy and Authority staff hope to put an

end to the dangerous overloading of these smaller bins.

I am working with Joel Wallen of Hambro /WSG to select and procure an oil filter crusher for use at the Del Norte County Transfer Station. Hambro/WSG is obliged under the Transfer Station Operations Agreement to receive oil filters for no charge. Hambro/WSG expressed concerns that when commercial oil services begin at the Del Norte County Transfer Station, that they may have an increased number of oil filters each month. By providing Hambro/WSG with the filter crusher, the Authority reduces the storage space requirements for used oil filters.

Compliance: Agenda Item 2.1 pertains to the release of a request for proposals for an aerial survey of the Crescent City Landfill which is required every five years under RWQCB Order 97-90. The response deadline will be 03 November so the Board will be in a position to approve a contractor at the November meeting.

There are also three compliance reports attached:

1. **Crescent City Landfill Semi-Annual report to the RWQCB**

   This report is required under RWQCB Order 97-90, and it summarizes all environmental monitoring at the Crescent City Landfill during the period January – June 2015. It was due on 15 July, and was submitted on 26 August 2015. I have also shared a copy of this report with Bonnie Langley of Lawrence & Associates.

2. **2014 Annual Report to CalRecycle**

   This electronic report was due August 3rd, and was submitted on 24 August 2015. This report provides an overview of the Authority's recycling, composting, hazardous waste, and education programs, some of which are administered by the Authority's contractors. This report is also a topic of discussion for the Solid Waste Task Force as it provides a summary of the programs of the Regional Agency Integrated Waste Management Plan. Significantly, this is the first report since 2005 where the Authority had less than the required 15 years of disposal capacity secured. Staff will be working with Hambro/WSG and Dry Creek Landfill in the coming months to address this issue with the intent that additional disposal capacity will be secured before the next annual report is due in August 2016.

3. **AVA Report to State Controller's Office for FY 14/15**

   This report was prepared by Dave Mason, summarizing the activities of the Del Norte Abandoned Vehicle Abatement Service Authority during the past fiscal year.

Programs / Policies: The next Household Hazardous Waste Collection event is scheduled for Saturday September 26 from 9 AM to 2 PM at the Del Norte County Transfer Station. Businesses with hazardous wastes must first obtain an EPA ID number <u>and</u> call for an appointment at 800-433-5060 before this Friday. With an appointment, businesses with hazardous wastes can pay for their hazardous waste disposal needs by appointment on Friday September 25th. We always have a few

commercial businesses or Oregon residents who try to bring their hazardous wastes to our Del Norte Household Hazardous Waste collection event, but we have to turn them away. This event costs the Authority an average of over $150 per vehicle.

I have sent e-mail reminders of this event to City, County and tribal department heads, and prepared and placed ads in the Del Norte Triplicate and on radio stations KCRE, KPOD, and KFUG.

Finally, I want to remind people that the hazardous materials that we accept every day for free at the Del Norte County Transfer Station include: used motor oil and oil filters, antifreeze, car batteries, televisions and computer monitors, household fluorescent bulbs, needles and sharps in FDA-approved sharps containers, non-aerosol paints, stains, and lacquers, and all household batteries with one end taped. So if those are the hazardous materials you have - no need for you to make a special trip, we accept those every day at the Del Norte County Transfer Station.

Concerns: The number and intensity of tasks and reports that are being deferred by staff continue to accumulate. Some items on this agenda do not have a complete staff report as there was not staff capacity and / or time available to do so.

Major Activities on the 'To-Do' list:

I recognize that several of the items I have listed in this section have not been completed within the past few months. Still, such items remain on the 'To Do' list as time and staff capacity allows. Actions at each Authority may add items to this list.

1. Work with Lawrence & Associates to complete entry of landfill water quality data into the GeoTracker system.
2. Follow the adopted Board direction to address the current staffing shortage, possibly by working with the Del Norte County Personnel Department to begin the recruiting and hiring process for the Programs and Facilities Coordinator position.
3. Prepare a 'State of the Agency' report for presentation at the October meeting.
4. Conduct follow-up as needed with respect to having Del Norte Solid Waste Task Force appointees review and sign copies of the Authority's Code of Ethics and Conduct.
5. Work with Shawn Slater and Creative Information Systems to set up computer equipment and updated scale management software for the coming fiscal year.
5. Conduct inspections of certified oil recycling centers in Del Norte County, as required under CalRecycle's Oil Payment Program.
6. Clean out and filing the backlog of documents accumulated in the former Director's and Program Manager's offices.
7. Continue to work with Creative Information Systems and X-Charge

regarding accounting for oil payments.

8. Coordinate with staff of Sutter Coast hospital to assure that accurate and correct information is being provided to patients regarding management of expired medicines and home-generated

ROGER GITLIN
DEL NORTE COUNTY SUPERVISOR

DISTRICT I

981 H ST SUITE 200 FLYNN CENTER
CRESCENT CITY, CALIFORNIA 95531
(707) 464-0801 DIRECT LINE
(707) 951-6361 CELL
RGITLIN@CO.DEL-NORTE.CA.US

RECEIVED
AUG 19 2015
DNSWMA

August 19, 2015

David Finigan, Chairman
Del Norte County Board of Supervisors
981 H St.
Crescent City, CA. 95531

RE: Resignation from the Del Norte County Solid Waste Management Authority

Chairman Finigan:

In the wake of yesterday's Solid Waste Management meeting, I have concluded I should resign from participation on that Board. Although reluctant to do so, I believe such is in the best interests of that organization as it attempt to cope with a range of difficult issues. My continued presence there would only complicate matters, for I find myself in disagreement with the way a host of unfortunate and crippling developments are being managed by Tedd Ward and his political supporters.

Please accept my resignation, effective immediately.

Sincerely,

Roger Gitlin
Del Norte County Supervisor District 1

Annual Report Summary: **Del Norte Solid Waste Management Authority (2014)**

This Annual Report Summary is an official record of your CalRecycle Electronic Annual Report submission, except for your Venue/Event section information, which is contained in a separate report. You may reach that section from the Electronic Annual Report's left navigation bar.

Before submitting your report to CalRecycle, please take the time to review everything on this page to confirm it is complete and correct. If you need to modify some information, close this window to return to the Electronic Annual Report to make your corrections. Then, preview the report again.

Summary Generated On: Monday, August 24, 2015, 4:35:03 PM

Summary

Jurisdiction: Del Norte Solid Waste Management Authority

Report Year Filed: 2014

Report Status: Due

Submitted Information

Date Report Submitted: Monday, January 01, 0001

Report Submitted By:

()

Jurisdiction Contact

Jurisdiction Contact: Tedd Ward

Address: 1700 State St, Crescent City, CA 95531

Phone Number: (707) 465-1100

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Update Contact Info: http://www.calrecycle.ca.gov/LGCentral/Contacts/ContactChg.htm

Disposal Rate Calculation

Definition of Terms

Reporting-Year Disposal Amount (tons) – defaults to the total tonnage disposed in the Reporting-Year by a jurisdiction as reported to the Disposal Reporting System (DRS). Disposal contains all jurisdiction waste that was disposed in CA landfills, transformation facilities, and exported out-of-state. Any changes will require you submit a Reporting Year Disposal Modification Certification Sheet (PDF). See User's Guide or contact LAMD representative if uncertain.

Disposal Reduction Credits - the EAR calculator will subtract these credits from your requested total in the Reporting-Year Disposal Amount field. Requesting credits will require you submit a Reporting Year Disposal Modification Certification Sheet (PDF). Descriptions of these credits can be found on that sheet. See EAR User's Guide or contact LAMD representative if uncertain.

Reporting-Year Transformation Waste (tons) – defaults to the total tonnage of waste sent in the Reporting-Year by a jurisdiction to a CalRecycle-permitted
transformation facility as reported to the Disposal Reporting System (DRS). Transformation is factored into the Per Capita rate only, and is not deductible. To eliminate the Per Capita credit for transformation tonnage, change the Reporting-Year Transformation Waste (tons) number to 0.00.

Reporting-Year Population – January 1st estimate of the number of inhabitants occupying a jurisdiction in the Reporting-Year as prepared by the California Department of Finance (DOF)

Reporting-Year Employment – the estimate of the annual average number of employees by jurisdiction in the Reporting-Year as prepared by the California Employment Development Department (EDD).

Additional Definitions - for additional definitions and/or acronym descriptions, see the LGCentral Glossary.

Annual Report Summary: **Del Norte Solid Waste Management Authority (2014)**

Reporting-Year Disposal Amount (tons):		17,337.75
Disposal Reduction Credits (Reported):		
Disaster Waste (tons):	0.00	
Medical Waste (tons):	0.00	
Regional Diversion Facility Residual Waste (tons):	0.00	
C & D Waste (tons):	0.00	
Class II Waste (tons):	0.00	
Out of State Export (Diverted) (tons):	0.00	
Other Disposal Amount (tons):	0.00	
	0.00	
Total Disposal Reduction Credit Amount (tons):		0.00
Total Adjusted Reporting-Year Disposal Amount (tons):		17,337.75
Reporting-Year Transformation Waste (tons):		0.00
Reporting-Year Population:		28,131
Reporting-Year Employment:		7,810

Reporting-Year Calculation Results (Per Capita)

	Population		Employment	
	Target	Annual	Target	Annual
Disposal Rate without Transformation (pounds/person/day):		3.4		12.2
Transformation Rate (pounds/person/day):	0.8	0.0	3.0	0.0
The Calculated Disposal Rate (pounds/person/day)	4.0	3.4	14.8	12.2

Calculation Factors

If any boxes are checked, please complete, and sign the Reporting Year Disposal Modification Certification Sheet and mail, e-mail or FAX to CalRecycle within 7 business days of submitting your report. If you are only claiming report-year disposal deductions for waste transported to a certified Transformation facility, you do not need to fill out the certification request.

Although you will be able to submit your electronic Annual Report without completing this sheet, your Annual Report will not be deemed complete until this sheet is completed and received by CalRecycle. Contact your LAMD representative for details.

- ☐ Alternative disposal tonnage
- ☐ Deductions to DRS disposal tonnage

Questions and Responses

Rural Petition for Reduction in Requirements

Rural Petition For Reduction

1. **Question:**

   Was your jurisdiction granted a Rural Petition for Reduction by CalRecycle? See Jurisdictions with an Approved Petition for Rural Reduction
   For more information regarding Rural Petition For Reduction, go to Rural Solid Waste Diversion Home Page.

   Response:

   No.

Newly Incorporated Cities

New City

1. **Question:**

   Since the date of your last Annual Report, are there any newly incorporated cities within your county/regional agency?

   Response:

   No.

Disposal Rate Accuracy

Disposal Rate Accuracy

1. **Question:**

   Are there extenuating circumstances pertaining to your jurisdiction's disposal rate that CalRecycle should consider, as authorized by the Public Resources Code Section 41821(c)? If you wish to attach additional information to your annual report, please send those items or electronic files to your LAMD representative; include a brief description of those files below. If so, please use the space below to tell CalRecycle.

   Response:

   No.

Planning Documents Assessment

Source Reduction and Recycling Element (SRRE)

1. **Question:**

   Does the SRRE need to be revised?

   Response:

   No.

Household Hazardous Waste Element (HHWE)

2. **Question:**

   Does the HHWE need to be revised?

   Response:

   No.

Non-Disposal Facility Element (NDFE)

3. **Question:**

   Describe below any changes in the use of nondisposal facilities, both existing and planned (e.g., is the jurisdiction using a different facility within or outside of the jurisdiction, has a facility closed, is a new one being planned).

   Response:

   (No response has been entered)

Non-Disposal Facility Element (NDFE)

4. **Question:**

   Are there currently any nondisposal facilities that require a solid waste facility permit located (or planned to be sited) in your jurisdiction that are not identified in your NDFE?

   Response:

   No.

Summary Plan Assessment

Summary Plan

1. **Question:**

   Does the Summary Plan need to be revised?

   Response:

   No.

Siting Element Assessment

Total County or Agency Wide Disposal Capacity

1. **Question:**

   Based on the best available estimates of current and future disposal, how many years of disposal capacity does your county or regional agency have?

   Response:

   14

Total County or Agency Wide Disposal Capacity

2. **Question:**

   If you do not currently have 15 years of disposal capacity, describe your strategy for obtaining 15 years of capacity.

   Response:

   At this time, the Transfer Station Operations Agreement with Hambro/WSG has a longer remaining term than the disposal agreement between Hambro/WSG adn the Dry Creek Landfill operated by Rogue Valley Disposal. Authority staff have begun negotiations with Hambro/ WSG to possibly extend both the Landfill disposal agreement and the Transfer Station Operation Agreement so they both terminate on the same day, while extending the disposal capacity available to this agency. Staff anticipate that a contract and disposal capacity extension will be approved before June 2017.

Siting Element Adequacy

3. **Question:**

   Does the Siting Element need to be revised? The Siting Element will need to be revised if you have less than 15 years disposal capacity and have not described a strategy for obtaining 15 years disposal capacity.

   Response:

   No.

Areas of Concern / Conditional Approvals

Areas of concern

1. **Question:**

   Did CalRecycle require your jurisdiction to address any areas of concern when determining the adequacy of your solid waste planning documents, or any of their elements?

   Response:

   No. In a letter dated 30 July 2015, Terry Brennan of CalRecycle requested '...program specific qualitative and quantitative data regarding: Residential and commercial disposal, recycling and green waste program data and education and outreach efforts
   - Mandatory Commercial Recycling Implementation
   - Self-Haul disposal, Recycling and Green Waste tonnages
   - Construction and Demolition Diversion Programs, including educational efforts
   - Member Agencies' Government Diversion and Procurement Efforts
   - Household Hazardous Waste Program, including Education

Conditional approvals

2. **Question:**

   Did CalRecycle give conditional approval to any of your solid waste planning documents, or any of their elements?

   Response:

   No.

Additional Information

Additional Information

1. **Question:**

   Is there anything else you would like to tell CalRecycle about unique or innovative efforts by your jurisdiction to reduce waste generation and increase diversion, about your jurisdiction's public education efforts, or about specific obstacles to reaching your jurisdiction's diversion goal? If you wish to attach additional information to your annual report, please use the "Document Management" button below to upload additional files or you can send them directly to your LAMD representative. Please include a brief description of those files in the text box below.

   Response:

   Yes. Since July 2013, this agency has has had a staffing shortage which has necessitated delay or deferral of several program activities, including recovery, procurement, monitoring and reporting, advocacy and outreach programs.

SRRE and HHWE Diversion Programs

1010-SR-BCM (Backyard and On-Site Composting/Mulching)

Current Status: SO - Selected and Ongoing	Program Start Year: 1994	Existed before 1990: No

	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		
1020-SR-BWR (Business Waste Reduction Program)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1999	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes:		
1030-SR-PMT (Procurement)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes: Procurement outreach to Crescent City and Del Norte County departments deferred as this agency has been short-staffed since July 2013.		
1050-SR-GOV (Government Source Reduction Programs)		
Current Status: SO - Selected and Ongoing	Program Start Year: 2011	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		
1060-SR-MTE (Material Exchange, Thrift Shops)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes: Reusable items salvaged from Transfer Station floor donated to Our Daily Bread ministries for sale at their thrift store.		
2000-RC-CRB (Residential Curbside)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 551.05	Selected in SRRE: Yes
		Owned or Operated: Yes
Selected Program Details: Multi-family residences | Single-family residences | Commingled (Single-stream) | Source separated | Film Plastic | Glass | Metal | Miscellaneous paper (includes phone books, catalogs, magazines and other paper) | Newspaper | Office paper (white & colored ledger, computer paper, other office paper) | Other material types (describe below) | Plastic 1-2 | Plastic 3-7 | Polystyrene/Styrofoam | Uncoated corrugated cardboard and paper bags		

Jurisdiction Notes:

2010-RC-DRP (Residential Drop-Off)

Current Status: SO - Selected and Ongoing	Program Start Year: 1993	Existed before 1990: Yes
	Report Year Diversion Tons: 410.95	Selected in SRRE: Yes
		Owned or Operated: Yes

Jurisdiction Notes:

2020-RC-BYB (Residential Buy-Back)

Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No

Jurisdiction Notes:
Julindra Recycling, Del Norte County's only CRV Buy-back center, now also accepts consumer electronic devices and CRT devices but does not pay for them.

2030-RC-OSP (Commercial On-Site Pickup)

Current Status: SO - Selected and Ongoing	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 546.33	Selected in SRRE: Yes
		Owned or Operated: Yes

Selected Program Details:
Large Generators (4.0 cy/week) | Multi-family residences | Commingled (Single-stream) | Source separated | Film Plastic | Glass | Metal | Miscellaneous paper (includes phone books, catalogs, magazines and other paper) | Newspaper | Office paper (white & colored ledger, computer paper, other office paper) | Other material types (describe below) | Plastic 1-2 | Plastic 3-7 | Polystyrene/Styrofoam | Uncoated corrugated cardboard and paper bags

Jurisdiction Notes:

2040-RC-SFH (Commercial Self-Haul)

Current Status: AO - Alternative and Ongoing	Program Start Year: 1978	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: No

Jurisdiction Notes:

2070-RC-SNL (Special Collection Seasonal (regular))

Current Status: AO - Alternative and Ongoing	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 64.23	Selected in SRRE: No
		Owned or Operated: Yes

Jurisdiction Notes:
Special collections included Crescent City's annual Spring Sweep, collecting yard debris within City limits, which collected 26.88 tons of material, the annual acceptance of Holiday Trees, which collected 2.98 tons, and acceptance of Tansy Ragwort for no charge, which is a weed that is noxious to livestock, which collected 34.37 tons of material.

2080-RC-SPE (Special Collection Events)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1996	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes:		

2090-RC-OTH (Other Recycling)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 2013	Existed before 1990: No
	Report Year Diversion Tons: 32.13	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes: Tonnage indicates amount of carpet received for recycling in 2014.		

3010-CM-RSG (Residential Self-haul Greenwaste)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 1402.26	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		

3030-CM-CSG (Commercial Self-Haul Greenwaste)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: No
Jurisdiction Notes: All yard debris tons reported as residential.		

3040-CM-FWC (Food Waste Composting)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1993	Existed before 1990: Yes
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes: Food waste recovery efforts have been deferred until this agency can hire and train additional staff. Hiring is anticipated within the next three months.		

4010-SP-SLG (Sludge (sewage/industrial))		
Current Status: DE - Dropped in an earlier year	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes:		

4020-SP-TRS (Tires)		
Current Status: DE - Dropped in an earlier year	Program Start Year: 1997	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes:		

4030-SP-WHG (White Goods)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 46.44	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes: Tonnages include all refrigerators and metal appliances received at the Del Norte County Transfer Station in 2014.		

4040-SP-SCM (Scrap Metal)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1998	Existed before 1990: No
	Report Year Diversion Tons: 51.91	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		

4050-SP-WDW (Wood Waste)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1993	Existed before 1990: No
	Report Year Diversion Tons: 31.64	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes:		

4060-SP-CAR (Concrete/Asphalt/Rubble)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1996	Existed before 1990: No
	Report Year Diversion Tons: 119.12	Selected in SRRE: No
		Owned or Operated: Yes
Selected Program Details: Asphalt Paving | Brick | Concrete/cement | Rock, soils and fines		
Jurisdiction Notes:		

4090-SP-RND (Rendering)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: .2	Selected in SRRE: Yes

		Owned or Operated: No
Jurisdiction Notes:		
4100-SP-OTH (Other Special Waste)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 2013	Existed before 1990: No
	Report Year Diversion Tons: 7.98	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes: Tonnages reported are paints recycled at the Del Norte County Transfer Station in 2014 through PaintCare.		
5000-ED-ELC (Electronic (radio ,TV, web, hotlines))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1992	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		
5010-ED-PRN (Print (brochures, flyers, guides, news articles))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		
5020-ED-OUT (Outreach (tech assistance, presentations, awards, fairs, field trips))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1992	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes: No Green Ribbon Awards given in 2014, in part due to this agency's continuing staff shortage.		
5030-ED-SCH (Schools (education and curriculum))		
Current Status: SO - Selected and Ongoing	Program Start Year: 1996	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		
6000-PI-PLB (Product and Landfill Bans)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1996	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No

		Owned or Operated: Yes

Jurisdiction Notes:

6010-PI-EIN (Economic Incentives)

Current Status: SO - Selected and Ongoing	Program Start Year: 1996	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes

Selected Program Details:
Deposit | Differential tipping fee | Rebate | Unlimited recycling | Variable can rate/Quantity based user fee

Jurisdiction Notes:

6020-PI-ORD (Ordinances)

Current Status: SO - Selected and Ongoing	Program Start Year: 2008	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: Yes

Selected Program Details:
Antiscavenging ordinance | Other ordinances (describe below)

Jurisdiction Notes:
Efforts to replace this agency's Ordinances with City and County Ordinances concluded without result. This agency's Ordinances remain in effect.

7000-FR-MRF (MRF)

Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: No
	Report Year Diversion Tons: 33.72	Selected in SRRE: Yes
		Owned or Operated: Yes

Jurisdiction Notes:

7010-FR-LAN (Landfill)

Current Status: DE - Dropped in an earlier year	Program Start Year: 1995	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes

Jurisdiction Notes:

7020-FR-TST (Transfer Station)

Current Status: SO - Selected and Ongoing	Program Start Year: 1995	Existed before 1990: No
	Report Year Diversion Tons: 110.98	Selected in SRRE: Yes
		Owned or Operated: Yes

Jurisdiction Notes:
Tonnage is total amount of reusable materials taken by customers, including concrete (95.33 tons), carpet, paint, and other free reusable items.

7030-FR-CMF (Composting Facility)		
Current Status: PF - Planned in Future	Program Start Year: 2012	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: No
Jurisdiction Notes: DNSWMA Board has not yet given direction to develop a facility in Del Norte County to process yard debris, in part due to the protracted staffing shortage since July 2013.		

7040-FR-ADC (Alternative Daily Cover)		
Current Status: DE - Dropped in an earlier year	Program Start Year: 1994	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes:		

8010-TR-BIO (Biomass)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1991	Existed before 1990: Yes
	Report Year Diversion Tons: 1280.5	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes: Tonnage is outbound yard debris sent primarily to co-gen plants.		

9000-HH-PMF (Permanent Facility)		
Current Status: SO - Selected and Ongoing	Program Start Year: 2005	Existed before 1990: No
	Report Year Diversion Tons: 29.59	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes: Tonnages include all HHW received through ABOP program, excluding consumer electronic and CRT devices.		

9010-HH-MPC (Mobile or Periodic Collection)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1993	Existed before 1990: No
	Report Year Diversion Tons: 9.16	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		

9030-HH-WSE (Waste Exchange)		
Current Status: SO - Selected and Ongoing	Program Start Year: 1990	Existed before 1990: Yes
	Report Year Diversion Tons: 0	Selected in SRRE: Yes
		Owned or Operated: Yes
Jurisdiction Notes:		

9040-HH-EDP (Education Programs)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 1997	Existed before 1990: No
	Report Year Diversion Tons: 0	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes:		

9050-HH-OTH (Other HHW)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 2009	Existed before 1990: No
	Report Year Diversion Tons: 4.35	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes: This is the tonnage of household batteries recycled at the Del Norte County Transfer Station in 2014.		

9045-HH-EWA (Electronic Waste)		
Current Status: AO - Alternative and Ongoing	Program Start Year: 2005	Existed before 1990: No
	Report Year Diversion Tons: 114.03	Selected in SRRE: No
		Owned or Operated: Yes
Jurisdiction Notes: This tonnage includes all CRT and consumer electronic devices recycled from the Del Norte County Transfer Station in 2014.		

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

CRESCENT CITY LANDFILL
SEMIANNUAL MONITORING REPORT
Reporting Period: January 2015 – July 2015

Submitted to
Regional Water Quality Control Board, North Coast Region

Prepared by
Tedd Ward, M. S. - Acting Director / Program Manager for the
Del Norte Solid Waste Management Authority

I. Introduction

The North Coast Regional Water Quality Control Board (RWQCB) has issued Waste Discharge Requirements Order 97-90 to both the County of Del Norte, the owner of the landfill site, and the Del Norte Solid Waste Management Authority, a joint powers authority of the County of Del Norte the City of Crescent City responsible for administering all solid waste and recycling activities within the Del Norte County. Under Order 97-90, the Del Norte Solid Waste Management Authority is required by 15 July and 15 January of each year to submit a monitoring report summarizing all activities during the past six months pertaining to Monitoring and Reporting Program 97-90. The Del Norte County Transfer Station facility, which opened in March 2005, essentially replaced the services which were provided at the Crescent City Landfill.

As RWQCB staff now receive copies of all water quality monitoring data from the Crescent City landfill, that raw data is not included with this report. In the few instances where compliance was not feasible, this report provides explanation about the situation encountered, and the Authority's strategies to comply with the intent of these orders.

At the end of July 2013, Authority Director Kevin Hendrick announced his immediate retirement. Since that time, the Authority's Program Manager has also served as Acting Director, and the Authority Board has not yet taken action to hire additional technical staff to address ongoing responsibilities with respect to this facility.

A. Site Background

The Crescent City Landfill is located 2 miles north of Crescent City, in Del Norte County and is situated on a 166-acre parcel. The parcel including, APN # 110-020-08, APN # 110-020-43, and a portion of APN #110-020-69, are owned by Del Norte County and zoned as a Public Facility. Current land use within 1 mile of the site is recreational,

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wildlife habitat, agricultural, residential, and industrial. Adjacent zoning designations surrounding the site are as follows: RCA-1 (Resource Conservation area), A-20 (Agricultural - 20 acre minimum), and RRA-1 MH-1 August 26, 2015 (Rural Residential - 1 acre minimum - Mobile Homes allowed). The landfill property is surrounded on three sides by Tolowa Dunes State Park, land owned by the California Department of Parks and Recreation, and their holdings include approximately 5,000 acres extending from Old Mill Road to the ocean less than two miles to the west. There is a residential area consisting of fourteen property ownerships located approximately one quarter to one half mile north-northeast of the former disposal site.

II. Principle Related Activities of the Authority

During the first half of 2015, the Authority's efforts to comply with WDR No. 97-90 at the Crescent City Landfill have included several interrelated activities:

Del Norte County Transfer Station Operations. Construction of the Transfer Station was completed on 11 March 2005, and this facility has been open to the public since 14 March 2005. Authority staff continue to monitor operational issues at the Transfer Station. During the past six months, Authority staff have applied for and received approval of the No Exposure Certification for stormwater monitoring at this facility.

Continuing progress on other solid waste issues for which the Authority is responsible, including administration of the new Countywide garbage collection franchise which began in July 2011, coordinating community cleanups, the annual household hazardous waste collection event, and increasing waste prevention, recycling, and composting. Since the retirement of former Authority Director Kevin Hendrick in July 2013, Authority Program Manager Tedd Ward has also been serving as Authority Director. This reduced staffing capacity is the primary reason this report has been submitted more after it was due.

Administering grants for expansion of Del Norte's recovery infrastructure. The Authority administers CalRecycle grants related to used oil recycling and beverage container recycling.

Post-closure Maintenance of the Crescent City Landfill. Final completion of closure construction was achieved on 02 February 2006.

Authority staff generally consult with the County Engineering Department and/or Roads Department to evaluate alternative repair strategies. Each summer Authority staff has worked with CalFire and the Del Norte Fire Safe Council to mow the top deck and around drainage structures to increase predation of burrowing moles, voles, rodents and snakes by raptors, intending to control or prevent the damage caused by such. This summer, Authority staff will again be working with Del Norte County staff to conduct these maintenance activities.

On 14 August 2014, RWQCB staffperson Gina Morrison inspected the Crescent City Landfill in the company with Authority Acting Director Tedd Ward and Brian McNalley from the Del Norte County Department of Environmental Health. Apart from the delay in submitting these reports and the incomplete vegetative maintenance on the berms and downdrains on the sideslopes, no major compliance issues were identified at the time of that inspection.

In a letter dated 25 February 2015, RWQCB staff approved the Notice of Termination

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for stormwater monitoring at the Crescent City Landfill. Since the completion of landfill closure construction, there is no exposed trash and very few vehicles using this facility, and therefor virtually no potential impact to stormwater runoff. Authority staff continue to monitor surface water at this facility.

Engineering Feasibility Study for a Corrective Action Plan. In Spring 2002, RWQCB staff determined that due to several detections of volatile organic compounds such as freon-12 and vinyl chloride, the RWQCB made a finding of that the Crescent City Landfill has "measurably significant" evidence of a release. In a letter of 03 April 2002, the Del Norte Solid Waste Management Authority proposed a schedule of actions for the Authority to return to compliance under Order 97-90. In January 2003, the Authority submitted a Feasibility Study for a Corrective Action Program for the Crescent City Landfill. In subsequent communications the Authority's contractor for this project, Winzler & Kelly Consulting Engineers, summarized communications and commitments in a letter dated 18 March 2003. On 18 July 2005, Regional Water Quality Control Board Water Resource Control Engineer approved of the Interim Corrective Action Work Plan, which essentially called for the drilling of three leachate piezometers / sampling wells within the landfill mound as well as the installation of gas probes around the perimeter of the landfill, and associated monitoring. These three leachate piezometers/leachate sampling wells were installed in August 2005, and water samples were collected from at least one of the leachate wells in February 2006, March 2007, January and August 2008, January and August 2009, August 2010, January and August 2013, and August 2014.

Appeal of the Crescent City Landfill's Threat / Complexity Rating. Since December 2010, the Authority has also engaged in appealing the 'IA' threat/complexity rating for this landfill, which results in an annual WDR fee that amounts to over $2 per capita per year for this relatively small closed facility that shows relatively little variability in the direction of groundwater flow or the relatively low levels that constituents of concern detected through monitoring. In September 2012, the Authority Director and Program Manager met with The North Coast Regional Water Quality Control Board Executive Director Mathias St. John as well as RWQCB staffpersons Luis Rivera, David Leland, and Gina Morrison. In that meeting, Authority staff agreed to develop a plan for how our agency might demonstrate that the Crescent City Landfill is not having an adverse impact on the residential wells next to the landfill property. Towards this end, RWQCB cooperatively agreed to temporarily reduce the Threat/Complexity rating (and thus the WDR fee for 2013) for the Crescent City Landfill to free up resources for the Authority to pursue these issues.

In July 2013, the Groundwater Investigation Work Plan for the Crescent City Landfill, and a related Health and Safety Plan for the drilling, were approved. This plan proposed to drill two additional wells for investigating the elevation, flow direction and gradients for groundwater in both the shallow and deep water-bearing zones, and the location of these wells was selected to demonstrate the direction of groundwater flow nearest the residential water wells closest to the landfill property. In January 2014, investigation wells E-4 Shallow and E-4 Deep were drilled, developed, purged and sampled for the first time. The shallow and deep groundwater contour maps included with this report include data from these new wells.

In September 2015, the Authority began working with Lawrence & Associates to provide analysis and documentation to support the Authority's continuing appeal of the Threat /

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Complexity rating and associated Waste Discharge Requirements fees for this facility. The scope of work for this project also includes analysis supporting updating and revising the Regional Water Quality Control Board and Monitoring and Reporting Program for the Crescent City Landfill, and Authority staff look forward to working with RWQCB staff in this regard.

A. Waste Discharge Monitoring

As the landfill has been closed to the public since March 2005, no more municipal solid waste will be disposed at the Crescent City Landfill. Clean ditch cleanings are being stockpiled by the County Roads Department over the former whey pond. This area was over-excavated for cover material during landfill closure, and these materials are being placed in this area to retain this area as a usable uplands and to provide materials for grading and storm damage repair for the closed landfill. Several piles of 'dirty fines' were established in the latter part of 2013 on the top deck of the landfill for use in future erosion repairs. Apart from deliveries of rocks, soils, 'dirty fines,' and related materials needed to repair and maintain the landfill, these ditch cleanings have been the only materials delivered to the landfill since closure construction was completed in February 2006.

B. Groundwater, Surfacewater and Stormwater monitoring

RWQCB staff as well as the Local Enforcement Agent of the CIWMB (employed by the Del Norte County Health Department) receive copies of all water quality testing conducted at the landfill. The Authority collects water samples following the testing protocol recommended in the Technical Memorandum of October 1996 by Winzler & Kelly, and approved by RWQCB staff. These samples test for constituents prescribed under Order No. 97-90. The hydrology under the landfill may be characterized as two water bearing zones (henceforth referred to as 'shallow' and 'deep') separated by a semi-permeable marsh deposit of a varying thickness between six inches and three feet. Several monitoring wells are established as pairs, one each for the shallow and deep water-bearing zones, such as well E-3 Shallow and well E-3 Deep. It is worth noting that well W-6W Deep is actually mostly screened within the marsh deposit, with just the lower two feet of the well screened below the marsh deposit. Well SM-6 is screened entirely within the marsh deposit.

Ground water

The August 2013 sample indicated an extraordinary concentration of 2.6 mg/L toluene in well SM-6. After consultation with Gina Morrison of the NCRWQCB, Authority Director Ward made arrangements to place a locking cover over this well, and to re-sample this well after additional purging. As this well is screened in the marsh deposit, its recharge rate is extraordinarily slow. After conducting three additional purges of this well, it was re-sampled and the results indicated a toluene concentration of 0.27 mg/L. In the opinion of Authority staff, these results are consistent with the possibility that someone may have dumped solvent into this well before August 2013. In November 2014 and March 2015, toluene concentration was below the detection limit of .0005 mg/L .

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Attached are several graphs analyzing groundwater samples indicating the greatest impact for water quality data collected since 2000. Where the test did not detect a constituent of concern at a specific well, the detection limits of the testing laboratory are indicated on the graphs. Samples above the tolerance levels indicate a detectable impact to groundwater. For the January 2011 sampling, well SM-7 was damaged and samples were not collected from that well. The well E-3 Deep was also damaged and was not sampled in January 2013. Damaged wells have zeroes on the graphs, and otherwise the minimum detection limit is indicated, thought results are 'non-detect.' The analysis relates to each of the enclosed graphs:

1. **Total dissolved solids (TDS):** in the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 760 mg/L. In August 2007, Well E-3 Deep had a TDS level of 1000 mg/L, though no shallow wells exceeded the upper tolerance interval, and no separate tolerance interval was established for the deep wells. No wells, shallow or deep, had been sampled with TDS results above this level since August 2007, except in September 2011, Well E-2 Deep had a TDS level of 1500 mg/L. In January 2012, Authority staff discovered that the dedicated pump installed in Well E-3 Deep had been stolen. Authority staff have improved the locking mechanism on well E-3 Deep and installed a replacement well. Well W-2 Deep did have a TDS concentration of 810 mg/L in November 2014, and 850 mg/L in March 2015, though no tolerance interval has been established for the deep wells.

2. **Chemical oxygen demand (COD):** in the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 241 mg/L. In August 2007, well SM-6, at the southeast corner of the landfill mound had a COD level of 2500 mg/L. This extraordinary result was not consistent with prior data for any well, and the results from the January 2008 sample was an unprecedented 13000. Staff suspect this result was related to the PVC glue which appeared to the source of the toluene detected at the same well. The resample of February 2008 did not include COD analysis. The August 2010 sample results for COD in well SM-6 was 910 mg/L. In January 2011, duplicate samples were collected from SM-6 and sent to be tested for COD using two different labs just in case this most recent data could reflect a laboratory error. Both laboratories analyzing these samples for COD confirmed that in January 2011 at well SM-6, COD was below the detection limit of 5 mg/L. In September 2011, well SM-6 had a COD concentration of 1300 mg/L, in November 2012 had a COD concentration of 750 mg/L, in January 2013 had a COD concentration of 400 mg/L, and in August 2013 had a COD concentration of 280 mg/L. In January 2014, the COD concentration in SM-6 had dropped to 38 mg/L, but it rose again by August 2014 to 160 mg/L. This well is screened entirely within the marsh deposit, so should not be considered in excess for the tolerance interval set for shallow wells.

3. **Bicarbonate alkalinity:** In the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 272 mg/L. The shallow wells with the highest bicarbonate alkalinity concentration in January 2014 was Well E-3 Shallow (170 mg/L). The bicarbonate alkalinity concentrations for wells E-3 Deep, W2 Deep, E2 Deep and E-4 Deep all have all mostly exceeded 300 mg/L since January 2012, but no tolerance interval has been set for the deep wells for this analyte. In the August 2013 sampling, this level was exceeded in Deep wells E3-Deep, E-2 Deep, well SM-6 which is screened within the marsh deposit (360 mg/L), and Well 3S- Shallow at 320 mg/L. In 2014, no shallow wells had bicarbonate alkalinity concentrations above 272 mg/L except the new well E-4 Shallow which had bicarbonate alkalinity concentrations in February and

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August 2014 of 470 and 360 mg/L respectively. Well E-4 Deep had bicarbonate alkalinity concentrations of 570 and 550 mg/L respectively during these same periods.

4. **Arsenic:** The maximum contaminant level for drinking water in California is .05 mg/L Arsenic. In March 2010, well W-2 Deep had this concentration of 0.05 mg/L arsenic, and in January 2011, the arsenic concentration at W-2 Deep was 0.49 mg/L. Since that time, the highest concentration of arsenic sampled was in well W-2 Deep, at 0.039 mg/L in September 2012, though in February 2015, arsenic was found at a concentration of 0.038 mg/L in this same well.

5. **Nickel:** The maximum contaminant level for drinking water in California is 0.1 mg/L nickel. In 2009, Well 3S Shallow had unusually high measurements of nickel, peaking at 0.17 mg/l nickel in August 2009, but nickel concentrations at this location have returned to historical levels since January 2010. Since 2011, all wells sampled had nickel concentrations below 0.04 mg/L.

6. **Vinyl chloride:** For many years the detection limit for this constituent (1.0 ppb) exceeded the California maximum contaminant level (M.C.L.) for drinking water of 0.5 parts per billion (ppb), but for technical reasons 1.0 ppb was been the lowest limit North Coast Laboratories (NCL) could detect until January 2011, when NCL lowered their detection limit to 0.5 ppb. For the August 2007 sampling, the reporting limit was raised to 4.0 ppb for well SM-6 due to a loss of instrument response. As the August 2009 sample included Constituent of Concern monitoring, samples were sent to another lab for analysis of volatile organics, and for many of these analytes, the detection limits were lowered. Since January 2011, vinyl chloride has been detected only in well Well E-1 Deep, with a concentration of 0.9 ppb in January 2011, 0.75 ppb in January 2012, 0.73 ppb in January 2013, and 0.74 ppb in August 2013. Since 2014, no well samples have detected vinyl chloride.

7. **Dichlorodifluoromethane (Freon 12)**. The upper tolerance level for shallow wells had been identical with the detection limits for this constituent (1.0 ppb) until NCL was able to lower their detection limit to 0.5 ppb in January 2012. Due to 'a loss of instrument response', North Coast Labs adjusted the detection limits upwards to 2.0 ppb for the three sampling events between September 2005 and August 2006. The August 2007 samples were all non-detect for this constituent, though the detection limits were again raised to 4 ppb for wells E-3 Deep, W2-Deep and SM-7 Shallow again 'due to a lack of instrument response.' As the August 2009 sample included Constituent of Concern monitoring on some wells, those samples were sent to another lab for analysis of volatile organics, and for many of these analytes, the detection limits were lowered. Since January 2008, all groundwater well samples have been non-detect for this constituent. The sampling events when well SM-7 and E-3 Deep were damaged are indicated as 'zeros' but these points do not reflect data from analyzed water samples.

Surface water

Authority staff collect samples from 3 surface locations four times per year. The attached graphs reflect recent data, and indicate detections above the tolerance intervals from

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Winzler & Kelly's Technical memorandum. Samples above these tolerance levels indicate the landfill's detectable influence on surrounding surface waters.

Surface water monitoring point S-1 is sampled from the North Pond, with samples collected from the channel of water connecting the North Pond to the water ponded in the northwest excavation area.

Starting with the August 2006 sampling, the location of S-2 has been moved from the overflow pond adjacent to the landfill to a point S-2B slightly downstream just south of groundwater Well 2. This change of sampling location becomes necessary when vegetation has grown over location S-2, and no surface water is accessible for sampling. Location S-2B is the nearest practically accessible location to S-2 for sampling surface water, and this location has accessible surface water year more frequently than the original S-2 location. Despite this change in location, In August and November 2007, there was not adequate surface water available for sampling at location S-2B, as was confirmed by Gina Morrison of RWQCB staff during her inspection of the Crescent City Landfill at that time. Authority staff collected a sample from S-2B as soon as adequate water was available for sampling, on 03 December 2007. During the period when S-2 could not be sampled, the data are graphed as 'zeros' but this does not reflect laboratory analysis of collected samples. A small beaver dam has raised the level of water at the original location of S-2, and staff return to this location for the collection of surface water samples when possible. The S-3 sampling location is surface water flowing from the wetlands down gradient from the landfill north towards Lake Earl, sampled on the south side of Old Mill Road in front of the culvert conveying water flows under that road.

The tolerance level for sodium in surface water is 15.4 mg/L. Since 2011, this sodium concentration has generally been exceeded in the summer and fall for both S-1 and S-2. S-1 with exceeded this concentration in August 2013, November 2013, January 2014, and August 2014 with results of 21 mg/L, 23.9, 22, and 17 mg/L respectively. S-2 last exceeded this level in August 2013 and August 2014 with concentrations of 26 and 16 mg/L sodium respectively.

The tolerance interval for calcium in surface water is 21 mg/L Calcium. In August 2013 and August 2014, S-3 exceeded the tolerance interval for calcium, sampled to be at concentrations of 23 mg/L and 26 mg/L calcium respectively. Since 2006, this calcium concentration has been exceeded mostly at location S-2. This concentration was exceeded at S-2 in January 2014 (24 mg/L), March 2014 (23 mg/L), August 2014 (41 mg/L), and January 2015 (30 mg/L).

None of the above referenced surface water samples indicated any constituent of concern above the maximum contaminant level for drinking water.

Constituent of Concern Monitoring 2014

In March 2014, Authority staff proposed the wells to be included in the Constituents of Concern monitoring for concurrence by RWQCB staff. Staff continued to work with North Coast Laboratories to refine the testing protocols and identify which tests would need to be subcontracted to another lab. During the summer and fall of 2014, the Authority conducted the more comprehensive suite of sampling known as the Constituent of Concern monitoring for the following wells and sampling locations:

E-1 Shallow	Surface Water S-1
E-1 Deep	Surface Water S-2
E-2 Deep	Surface Water S-3
E-3 Shallow	
E-3 Deep	Leachate Well L-3
E-4 Shallow	

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E-4 Deep
Well 2 Deep
Well 3S Shallow
Well 6-E Shallow
SM-6 Shallow
SM-7 Shallow

During this period, the following wells were sampled for the groundwater constituents specified in RWQCB Order 97-90, but not the more comprehensive Constituents of Concern: W-1E Deep, W-1W Shallow, W-6W Deep, W-8 Shallow, W-9 Shallow, W-9 Deep, and W-10 Shallow.

In summary, this relatively expansive and expensive suite of tests resulted in relatively few additional detections. Detections form the Constituent of Concern Monitoring are summarized in the table below:

Well	4,4'-DDE ug/L	MTBE ug/L	Tert-Butyl Alcohol ug/L	Acetone ug/L	Bis-(2 Ethylhexyl) Phthalate ug/L
E -1 Deep	ND	1	ND	ND	ND
E -1 Shallow	ND	1	23	3.9	ND
SM-6 Shallow	ND	ND	ND	4.8	3.7
E - 3 Deep	0.0014	0.74	13	ND	ND
E - 3 Shallow	ND	ND	ND	ND	ND
E-4 Deep	ND	ND	6.9	ND	ND
W-3S Shallow	0.002	ND	ND	ND	ND
W-6E Shallow	0.0016	ND	ND	ND	ND

ND = sample was 'non-detect,' or below the detection limits for that constituent.

New Wells: Wells E-4 Shallow and E-4 Deep

Groundwater samples have been collected twice from these new wells. Though this data was not included on the enclosed graphs, it is included in the associated data tables for comparative analysis. The E-4 shallow well exceeded the tolerance interval for bicarbonate alkalinity, as discussed earlier in this report.

Groundwater contours indicate that it may be possible that the shallow and deep groundwater bearing zones are flowing in slightly different directions. Staff intend to continue monitoring groundwater levels using these wells to better assess groundwater flow directions in coming years.

Storm water

As noted earlier, the Notice of Termination for stormwater monitoring at the Crescent City Landfill was approved in a letter from RWQCB staff in February 2015.

If you have any questions or comments on this report or require further information regarding our water quality monitoring, please feel free to call me at 707-465-1100.

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Sincerely,

Tedd Ward, M.S.
Director

ENCLOSED MONITORING REPORTS AND SUMMARIES:

1. Crescent City Landfill Site Map, including all sampling locations
2. Tables and Graphs summarizing groundwater quality monitoring data collected at the Crescent City Landfill
   a. Total Dissolved Solids (TDS)
   b. Chemical Oxygen Demand (COD)
   c. Bicarbonate Alkalinity
   d. Arsenic
   e. Nickel
   f. Vinyl Chloride
   g. Dichlorodifluoromethane
   h. Surface water: Calcium
   i. Surface water: Sodium
   j. Table of Leachate Well L-3 Analytical Results
3. Crescent City Landfill January 2015 Shallow Well Groundwater Contours
4. Crescent City Landfill January 2015 Deep Well Groundwater Contours
5. Crescent City Landfill Water Level Data: January 2015
6. Crescent City Landfill Sample Data: January – March 2015
7. Data collected during storm and surface water sampling, March 2015

cc: Houawa Moua, Del Norte County Department of Environmental Health
Bonnie Lampley, Lawrence & Associates

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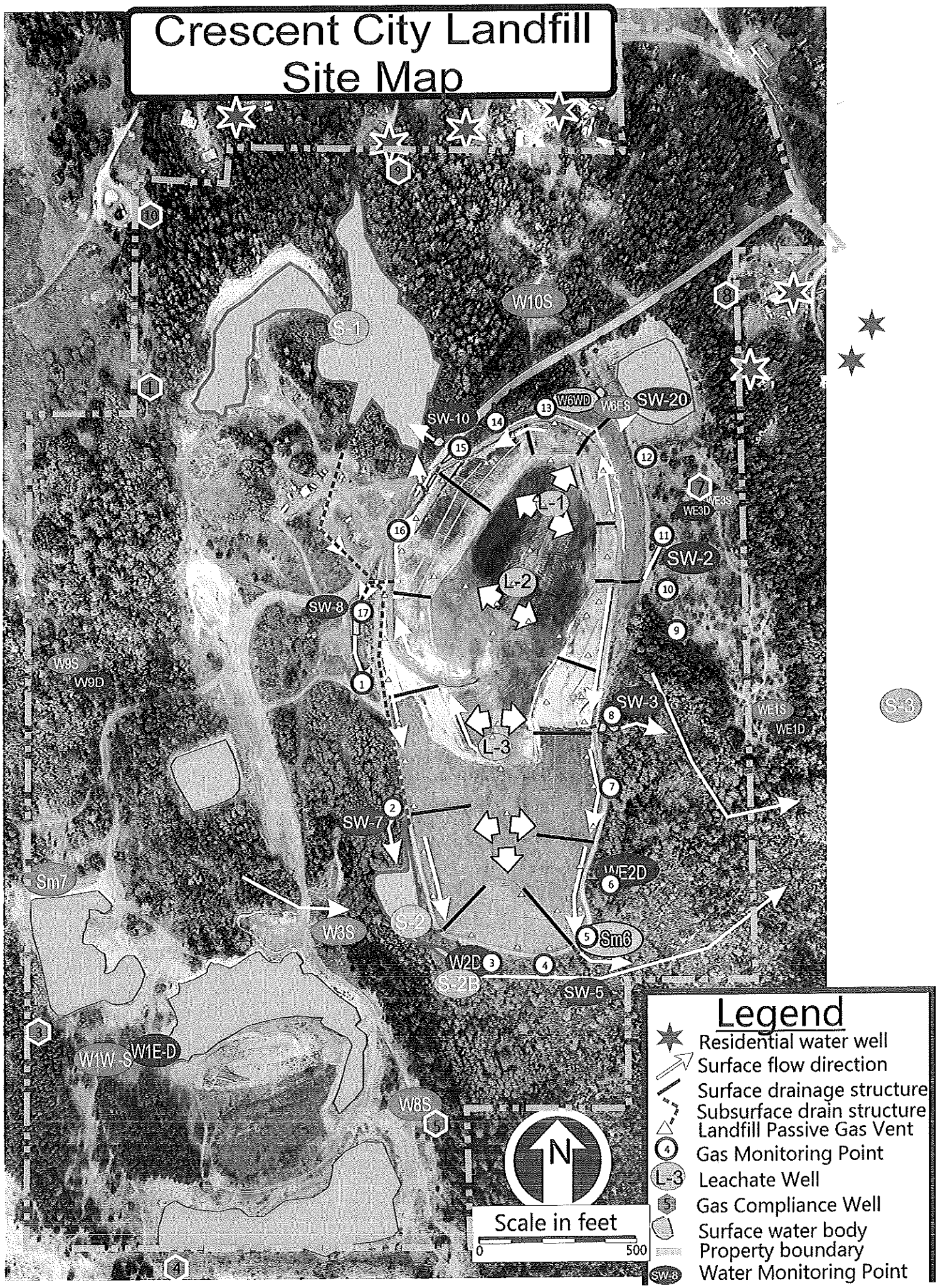
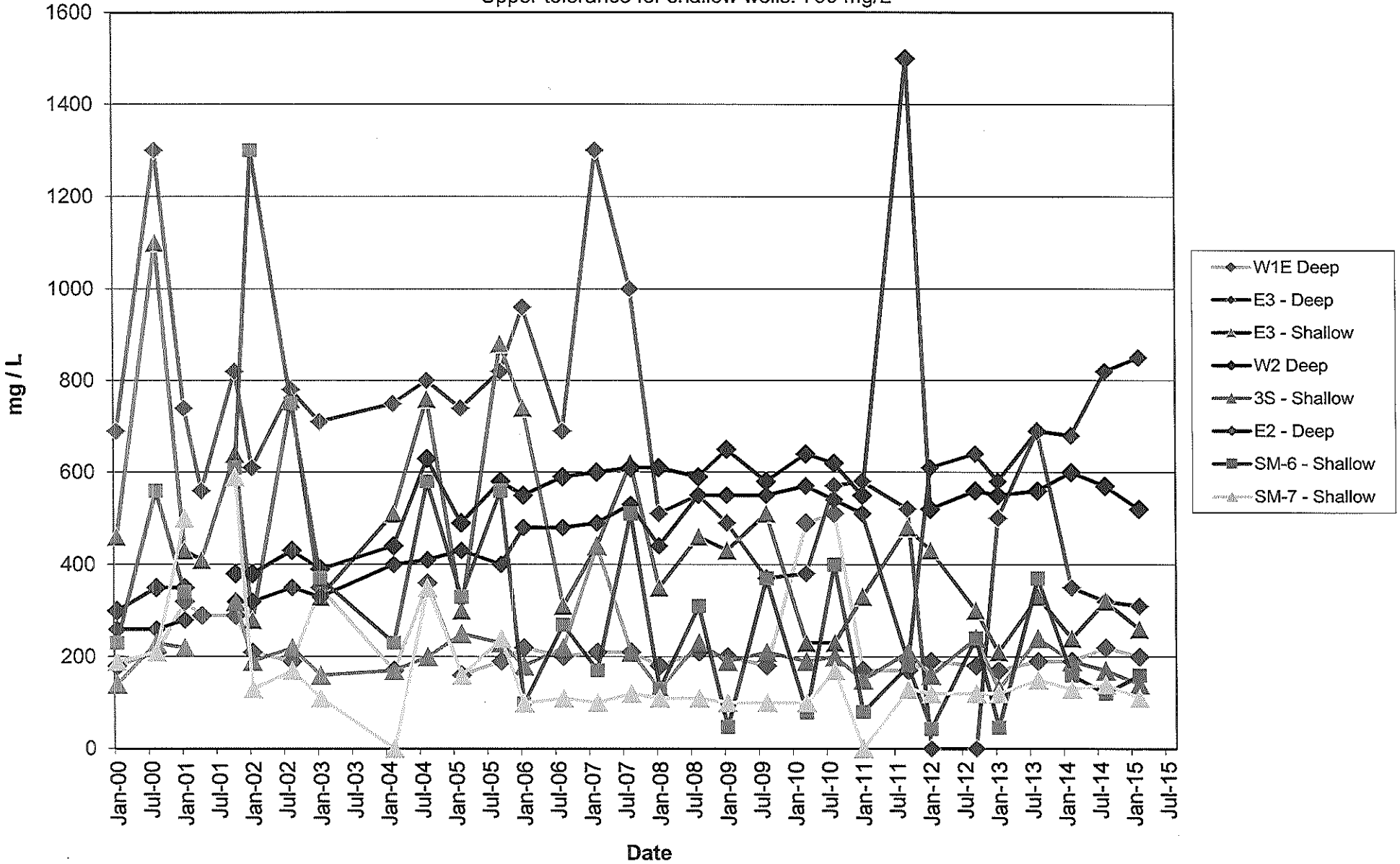
Crescent City Landfill Site Map



TDS Date	Deep W1E - Deep	Deep E3 - Deep	Shallow E3 - Shallow	Deep W2 - Deep	Shallow 3S - Shallow	Deep E2 - Deep	Shallow SM-6 - Shallow	Shallow SM-7 - Shallow	Shallow E-4 Shallo	Deep E-4 Deep
May-88	560			180	190					
Jun-88	530			230	300					
Jul-88	400			170	350					
Aug-88	350			130	430					
Feb-89										
Apr-89	430			95	270					
Jul-89	800			170	200					
Oct-89	710			160	420					
Jan-90	570			99	170					
Jul-90	730			220	310					
Oct-90	720			200	220					
Jan-91	590			170	180					
Apr-91	330			120	170					
Jul-91	570			140	240					
Oct-91	580			170	320					
Jan-92	420			160	320					
Apr-92	260			180	210					
Jul-92	320			220	230					
Oct-92	470				180					
Jan-93	280				140					
Apr-93	230			170	120					
Jul-93	250			190	180					
Oct-93	200			200	250					
Apr-94	220			200	120					
Jul-94	260			230	220					
Jan-95	310			220	150		930	620		
Apr-95	280			240	140					
Jul-95	260			250	220					
Oct-95	280			210	360		940			
Jun-96	210	250	180	230	180	220	850	810		
Oct-96	220	630	790	330		230	1100	1200		
Jan-97	210	560	270	250	140	210	730	530		
Apr-97	190	280	180	240	180	200	820	520		
Jul-97	160	570	700	250	210	180	1100	570		
Jan-98	230	740	390	280	260	214	370	480		
Jan-99	190	530	290	240	160	270	260	92		
Jan-00	180	690	460	260	140	300	230	190		
Aug-00	210	1300	1100	260	230	350	560	210		
Jan-01	320	740	430	280	220	350	340	500		
Apr-01	290	560	410							
Oct-01	290	820	640	320	320	380	610	590		
Jan-02	210	610	280	320	190	380	1300	130		
Aug-02	190	780	760	350	220	430	750	170		
Jan-03	350	710	330	330	160	390	370	110		
Feb-04	170	750	510	400	170	440	230	Damaged		
Aug-04	360	800	760	410	200	630	580	350		
Feb-05	160	740	300	430	250	490	330	160		
Sep-05	190	820	880	400	230	580	560	240		
Jan-06	220	960	740	480	180	550	98	99		
Aug-06	200	690	310	480	220	590	270	110		
Feb-07	210	1300	440	490	440	600	170	100		
Aug-07	210	1000	620	530	210	610	510	120		
Jan-08	180	510	350	440	130	610	130	110		
Aug-08	210	550	460	550	230	590	310	110		
Jan-09	200	490	430	550	190	650	47	100		
Aug-09	180	370	510	550	210	580	370	100		
Mar-10	490	380	230	570	190	640	79	100		
Aug-10	510	570	230	540	200	620	400	170		
Jan-11	170	580	330	510	150	550	80	Damaged		
Sep-11	170	520	480	190	210	1500	180	130		
Jan-12	190	Damaged	430	610	160	520	43	120		
Sep-12	180	Damaged	300	640	240	560	240	120		
Jan-13	170	500	210	580	130	550	46	120		
Aug-13	190	690	330	690	240	560	370	150		
Feb-14	190	350	240	680	190	600	160	130	690	570
Aug-14	220	320	320	820	170	570	120	140	460	550
Feb-15	200	310	260	850	140	520	160	110	NA	NA

Total Dissolved Solids

Crescent City Landfill
Upper tolerance for shallow wells: 760 mg/L

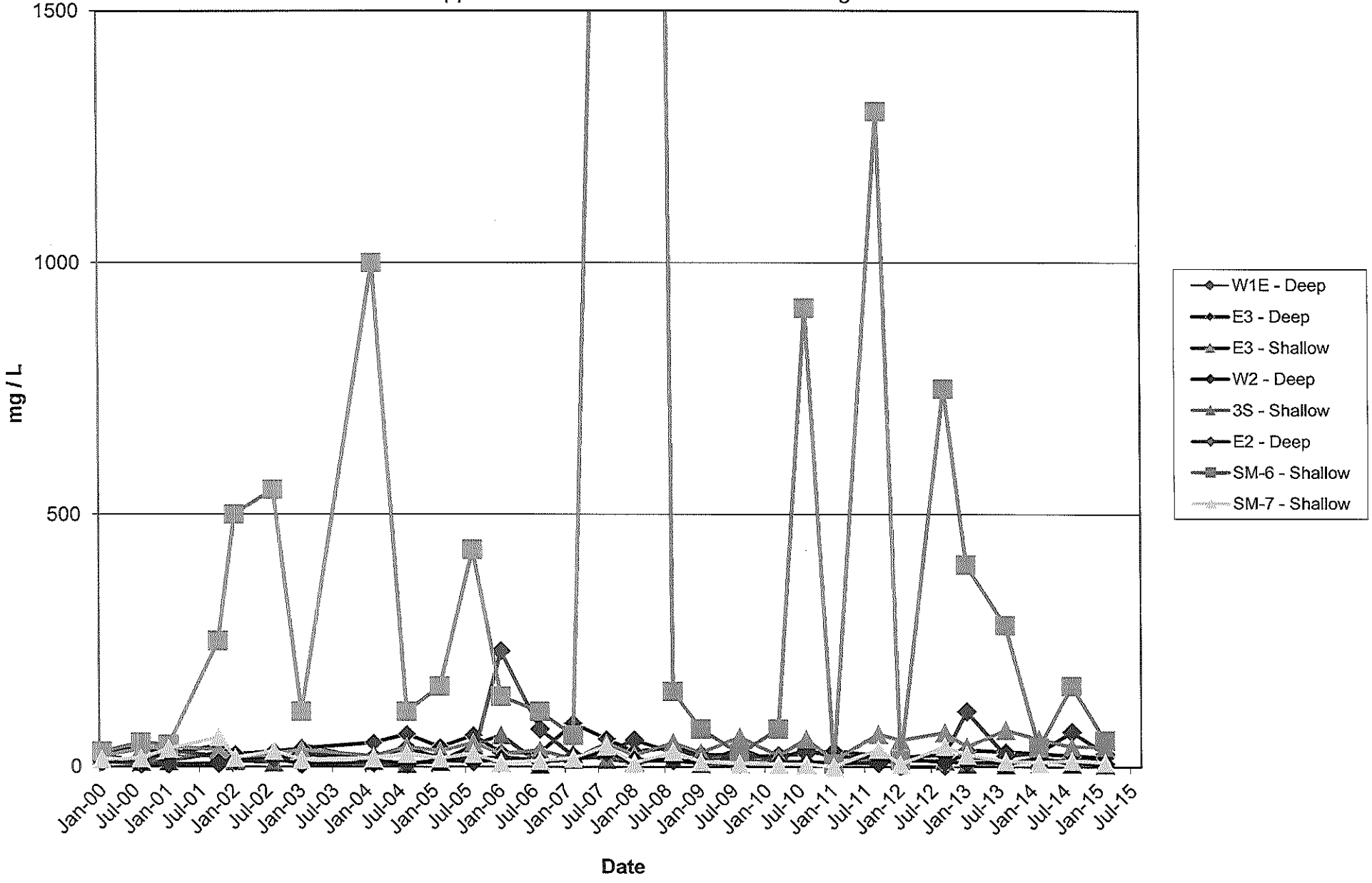


COD	Deep			Deep	Shallow	Deep	Shallow	Shallow	Shallow	Deep
Numeric	W1E - Deep	E3 - Deep	E3 - Shallow	W2 - Deep	3S - Shallow	E2 - Deep	SM-6 - Shallow	SM-7 - Shallow	E-4 Shallow	E-4 Deep
May-88	43			18	38					
Jun-88	23			13	28					
Jul-88	18			10	46					
Aug-88	23			13	61					
Feb-89										
Apr-89	16			5	46					
Jul-89	22			11	24					
Oct-89	18			11	8					
Jan-90	22			11	36					
Jul-90	13			5.0	16					
Oct-90	22			17	37					
Jan-91	16			11	14					
Apr-91	5.0			5	19					
Jul-91	5			8.3	6.7					
Oct-91	8				21					
Jan-92	8				19					
Apr-92	5			6	29					
Jul-92	5			5	15					
Oct-92	5			5	8					
Jan-93	10			30	30					
Apr-93	5			5	25					
Jul-93	19			13	36					
Oct-93	17			19	48					
Apr-94	10			15	21					
Jul-94	5			5	21					
Jan-95	25			20	13					
Apr-95	36			13	33					
Jul-95	40			19	49					
Oct-95	30			13	52		85			
Jun-96	29	5	9	5	36	11	76	360		
Oct-96	24	26	17	8.4		8.4	97	190		
Jan-97	55	24	5	14	28	7.6	49	72		
Apr-97	55	5.8	5	5.8	45	5	38	77		
Jul-97	20	16	7.8	9.9	38	5.8	67	75		
Jan-98	14	43	14	11	21	18	23	61		
Aug-98	9.4	5	5	13	37	5	51	15		
Jan-99	6	14	0	14	23	0	19	14		
Sep-99	12	110	150	15	50	5	65	17		
Jan-00	10	32	23	10	21	10	30	15		
Aug-00	19	36	9.8	5	36	5	48	17		
Jan-01	23	25	11	32	40	5	44	36		
Oct-01	19	42	28	21	34	6.5	250	59		
Jan-02	16	25	12	12	14	12	500	18		
Aug-02	9.1	30	9.1	16	27	16	550	32		
Jan-03	46	37	25	25	34	5	110	14		
Feb-04	14	48	12	19	21	7.4	1000	17		
Aug-04	41	65	6.1	37	39	5	110	26		
Feb-05	10	39	10	17	32	13	160	17		
Aug-05	17	63	43	21	48	10	430	26		
Jan-06	21	28	63	230	26	15	140	8.2		
Aug-06	15	28	5	75	33	10	110	12		
Feb-07	15	86	26	21	15	15	62	17		
Aug-07	17	55	15	30	46	28	2500	41		
Jan-08	16	30	9.3	53	23	12	13000	7		
Aug-08	12	39	16	28	48	12	150	30		
Jan-09	16	23	6.1	24	28	7.4	75	10		
Aug-09	13	17	37	23	59	5.7	26	6.5		
Mar-10	13	24	5.8	17	22	6.4	75	5.3		
Aug-10	11	25	5	33	55	7.1	910	5		
Jan-11	9.8	32	5	20	13	7.1	5	Damaged		
Sep-11	13	22	20	19	65	7	1300	35		
Jan-12	11	Damaged	13	19	53	16	13	5		
Sep-12	15	Damaged	12	24	68	9.9	750	41		
Jan-13	18	33	6.5	110	40	8.5	400	24		
Aug-13	12	30	5	22	73	8.5	280	11		
Feb-14	14	26	19	28	55	12	38	8.7	8.6	14
Aug-14	16	22	6.1	69	40	9.6	160	12	14	16
Feb-15	12	18	5	26	40	6	52	8.7	NA	NA

Chemical Oxygen Demand

Crescent City Landfill

Upper tolerance for shallow wells: 241 mg/L

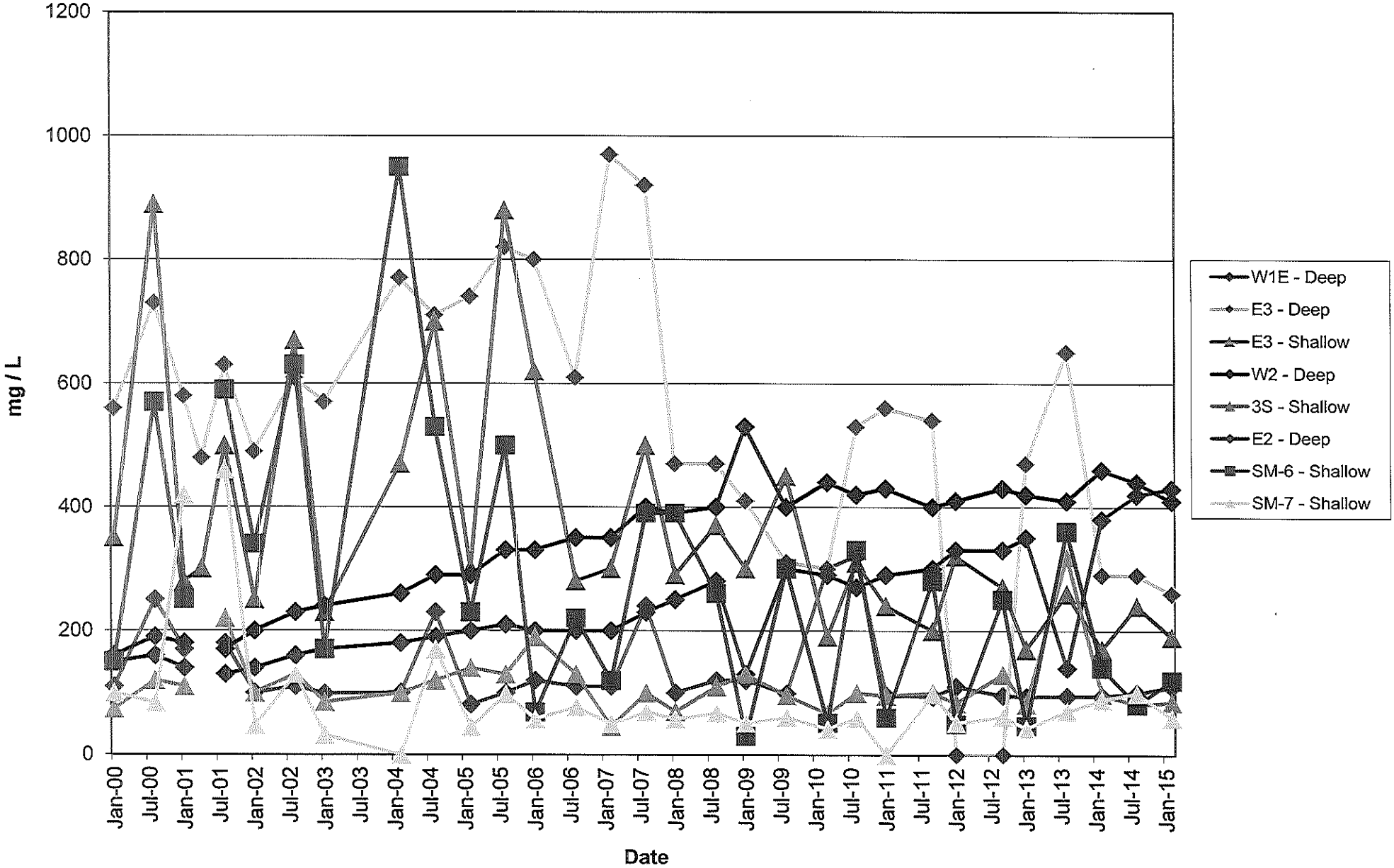


Bicarb Alkalinity

Date	Deep W1E - Deep	E3 - Deep	E3 - Shallow	Deep W2 - Deep	Shallow 3S - Shallow	Deep E2 - Deep	Shallow SM-6 - Shallow	Shallow SM-7 - Shallow	Shallow E-4 Shallow	Deep E-4 Deep
May-88	379			94	97					
Jun-88	348			100	210					
Jul-88	250			91	280					
Aug-88	277			89	347					
Feb-89										
Apr-89	279			80	150					
Jul-89	547			83	135					
Oct-89	534			81	403					
Jan-90	550			89	164					
Jul-90	567			86	249					
Oct-90	573			80	162					
Jan-91	460			82	60					
Apr-91	331			86	137					
Jul-91	502			92	242					
Oct-91	477				263					
Jan-92	355				138					
Apr-92	197			102	170					
Jul-92	251			94	131					
Oct-92	370			89	138					
Jan-93	220			165	97					
Apr-93	102			94	83					
Jul-93	120			97	95					
Oct-93	190			95	120					
Apr-94	120			100	76					
Jul-94	110			110	140					
Jan-95	170			110	71		790	1600		
Apr-95	170			110	150					
Jul-95	150			120	96					
Oct-95	170			100	120		670			
Jun-96	130	170	120	120	82	130	680	1900		
Oct-96	160	560	710	140		140	1000	2400		
Jan-97	140	540	210	130	89	150	430	870		
Apr-97	120	230	150	140	100	120	560	660		
Jul-97	120	510	630	150	130	140	920	750		
Jan-98	150	640	190	150	160	120	270	440		
Aug-98	120	260	350	140	130	130	430	200		
Jan-99	98	520	220	140	82	150	180	50		
Sep-99	150	540	1000	150	130	160	480	170		
Jan-00	110	560	350	150	74	160	150	100		
Aug-00	250	730	890	160	120	190	570	84		
Jan-01	170	580	280	140	110	180	250	420		
Apr-01		480	300							
Aug-01	180	630	500	130	220	170	590	460		
Jan-02	100	490	250	140	100	200	340	47		
Aug-02	110	610	670	160	130	230	630	130		
Jan-03	99	570	230	170	85	240	170	32		
Feb-04	100	770	470	180	100	260	950	Destroyed		
Aug-04	230	710	700	190	120	290	530	170		
Feb-05	81	740	300	200	140	290	230	45		
Aug-05	100	820	880	210	130	330	500	98		
Jan-06	120	800	620	200	190	330	69	58		
Aug-06	110	610	280	200	130	350	220	78		
Feb-07	110	970	300	200	46	350	120	50		
Aug-07	240	920	500	230	100	400	390	70		
Jan-08	100	470	290	250	70	390	390	58		
Aug-08	120	470	370	280	110	400	260	68		
Jan-09	120	410	300	130	130	530	30	52		
Aug-09	99	310	450	300	96	400	300	61		
Mar-10	300	300	190	290	67	440	52	42		
Aug-10	320	530	310	270	100	420	330	60		
Jan-11	96	560	240	290	96	430	60	Damaged		
Sep-11	94	540	200	300	100	400	280	98		
Jan-12	110	Damaged	320	330	84	410	50	52		
Sep-12	96	Damaged	270	330	130	430	250	62		
Jan-13	94	470	170	350	82	420	47	43		
Aug-13	95	650	260	140	320	410	360	71		
Feb-14	95	290	170	380	98	460	140	89	470	430
Aug-14	100	290	240	420	81	440	82	100	360	430
Feb-15	110	260	190	430	86	410	120	60	NA	NA

Bicarbonate Alkalinity

Crescent City Landfill
Upper tolerance for shallow wells: 270 mg/L



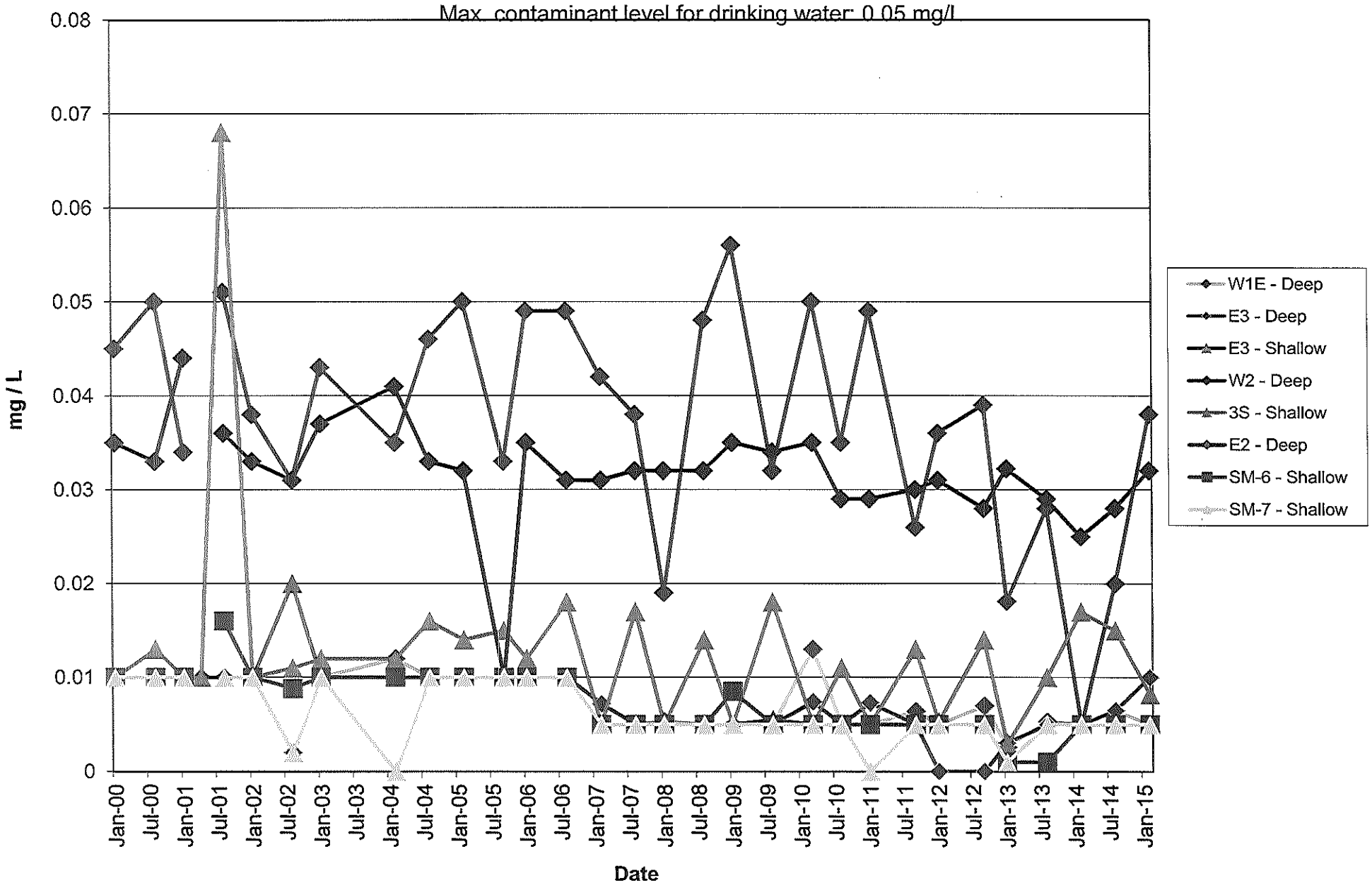
Arsenic

Date	Deep W1E - Deep	E3 - Deep	E3 - Shallow	Deep W2 - Deep	Shallow 3S - Shallow	Deep E2 - Deep	Shallow SM-6 - Shallow	Shallow SM-7 - Shallow	Shallow E-4 Shallow	Deep E-4 Deep
Apr-89	0.01			0.09	0.01					
Jul-89										
Oct-89										
Jan-90										
Jul-90										
Oct-90										
Jan-91										
Apr-91	0.02			0.091	0.02					
Jul-91										
Oct-91										
Jan-92										
Apr-92	0.014			0.077	0.01					
Jul-92										
Oct-92										
Jan-93										
Apr-93	0.030			0.081	0.01					
Jul-93										
Oct-93	0.01			0.076	0.01					
Apr-94										
Jul-94										
Jan-95	0.01			0.052	0.01		0.011	0.017		
Apr-95	0.01			0.054	0.01					
Jul-95	0.01			0.063						
Oct-95	0.01			0.073	0.016		0.042			
Jun-96	0.01	0.01	0.01	0.058	0.01	0.042	0.037	0.052		
Oct-96	0.01	0.01	0.01	0.049	0.01	0.039	0.017	0.027		
Jan-97	0.01	0.01	0.01	0.061	0.01	0.031	0.019	0.01		
Apr-97	0.01	0.01	0.01	0.072	0.011	0.042	0.018	0.01		
Jul-97	0.01	0.01	0.01	0.072	0.014	0.028	0.011	0.011		
Jan-98	0.01	0.01	0.01	0.01	0.01	0.038	0.01	0.01		
Aug-98	0.01	0.01	0.01	0.056	0.016	0.035	0.01	0.01		
Jan-99	0.005	0.0065	0.005	0.042	0.01	0.043	0.005	0.005		
Sep-99	0.01	0.01	0.01	0.054	0.013	0.035	0.01	0.01		
Jan-00	0.01	0.01	0.01	0.045	0.01	0.035	0.01	0.01		
Aug-00	0.01	0.01	0.01	0.05	0.013	0.033	0.01	0.01		
Jan-01	0.01	0.01	0.01	0.034	0.01	0.044	0.01	0.01		
Apr-01		0.01	0.01		0.01					
Aug-01	0.01	0.01	0.01	0.051	0.068	0.036	0.016	0.01		
Jan-02	0.01	0.01	0.01	0.038	0.01	0.033	0.01	0.01		
Aug-02	0.002	0.002	0.02	0.031	0.011	0.031	0.0088	0.002		
Jan-03	0.01	0.01	0.01	0.043	0.012	0.037	0.01	0.01		
Feb-04	0.012	0.01	0.01	0.035	0.012	0.041	0.01	Destroyed		
Aug-04	0.01	0.01	0.01	0.046	0.016	0.033	0.01	0.01		
1-Feb-05	0.01	0.01	0.01	0.05	0.014	0.032	0.01	0.01		
6-Sep-05	0.01	0.01	0.01	0.033	0.015	0.01	0.01	0.01		
31-Jan-06	0.01	0.01	0.01	0.049	0.012	0.035	0.01	0.01		
Aug-06	0.01	0.01	0.01	0.049	0.018	0.031	0.01	0.01		
Feb-07	0.005	0.0072	0.005	0.042	0.005	0.031	0.005	0.005		
Aug-07	0.005	0.005	0.005	0.038	0.017	0.032	0.005	0.005		
Jan-08	0.0053	0.005	0.005	0.019	0.005	0.032	0.005	0.005		
Aug-08	0.005	0.005	0.005	0.048	0.014	0.032	0.005	0.005		
Jan-09	0.005	0.005	0.005	0.056	0.005	0.035	0.0085	0.005		
Aug-09	0.005	0.005	0.0055	0.032	0.018	0.034	0.005	0.005		
Mar-10	0.013	0.0074	0.005	0.05	0.005	0.035	0.005	0.005		
Aug-10	0.005	0.005	0.005	0.035	0.011	0.029	0.005	0.005		
Jan-11	0.005	0.0073	0.005	0.049	0.005	0.029	0.005	Damaged		
Sep-11	0.0064	0.005	0.005	0.026	0.013	0.03	0.005	0.005		
Jan-12	0.005	Damaged	0.005	0.036	0.0053	0.031	0.005	0.005		
Sep-12	0.007	Damaged	0.005	0.039	0.014	0.028	0.005	0.005		
Jan-13	0.0026	0.00306	0.001	0.0181	0.0029	0.0322	0.001	0.001		
Aug-13	0.0053	0.005	0.005	0.028	0.01	0.029	0.001	0.005		
Feb-14	0.005	0.005	0.005	0.005	0.017	0.025	0.005	0.005	0.005	0.005
Aug-14	0.0065	0.0065	0.005	0.02	0.015	0.028	0.005	0.005	0.005	0.0087
Feb-15	0.005	0.01	0.005	0.038	0.0082	0.032	0.005	0.005	NA	NA

Arsenic

Crescent City Landfill

Max. contaminant level for drinking water: 0.05 mg/l



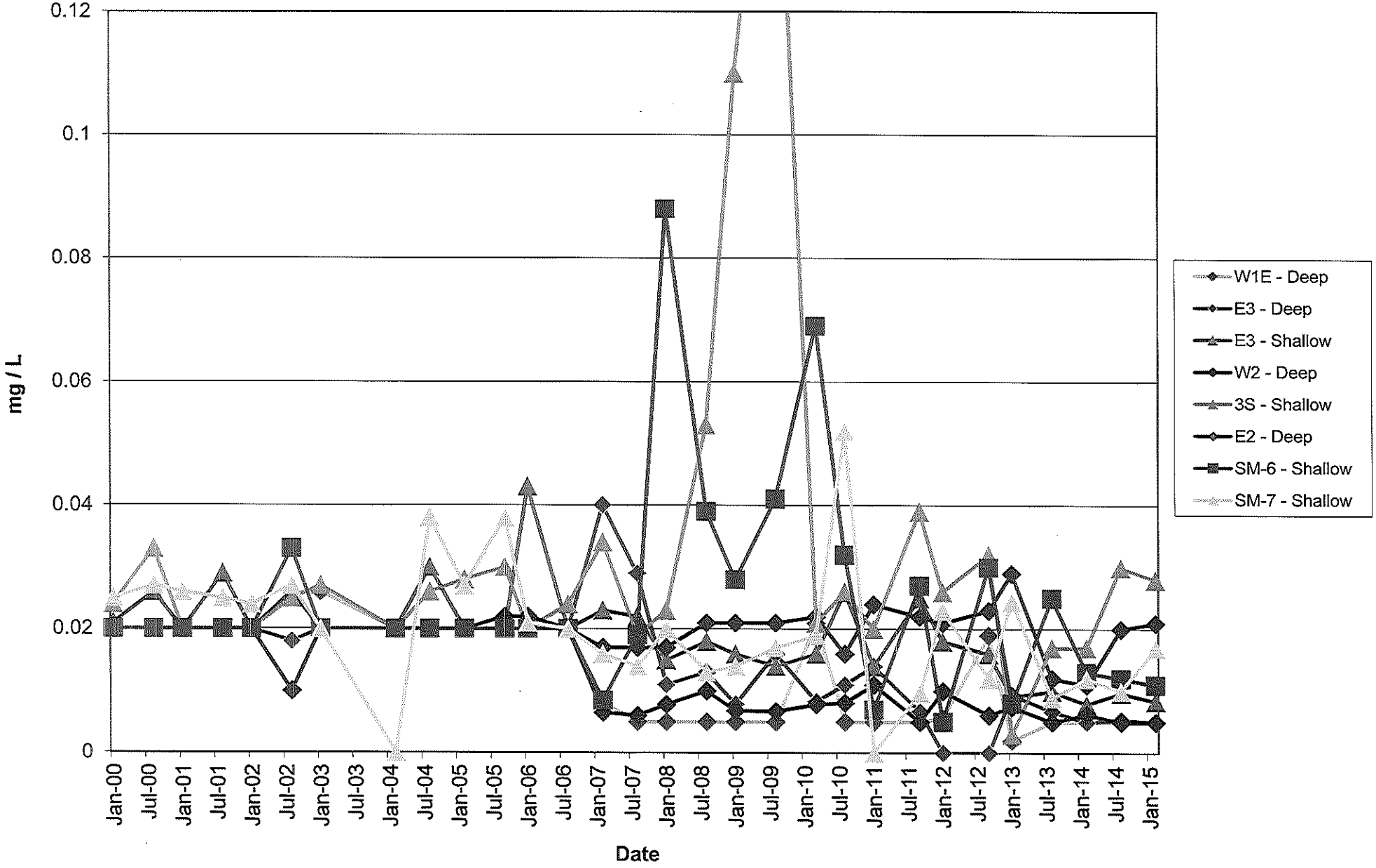
Nickel

Date	?? South - ??	Deep W1E - Deep	E3 - Deep	E3 - Shallow	Deep W2 - Deep	Shallow 3S - Shallow	Deep E2 - Deep	Shallow SM-6 - Shallow	Shallow SM-7 - Shallow	Shallow E-4 Shallo	Deep E-4 Deep
Apr-89	0.2	0.05			0.05	0.05					
Jul-89		0.05									
Oct-89		0.05									
Jan-90		0.05									
Jul-90		0.05									
Oct-90	0.26	0.02									
Jan-91											
Apr-91	0.16				0.05	0.05					
Jul-91											
Oct-91											
Jan-92											
Apr-92	0.09				0.05	0.05					
Jul-92											
Oct-92											
Jan-93											
Apr-93	0.085				0.05	0.05					
Jul-93											
Oct-93	0.091										
Apr-94	0.20				0.05	0.05					
Jul-94											
Jan-95	0.008				0.02	0.02		0.02	0.1		
Apr-95	0.089	0.02			0.02	0.028					
Jul-95		0.02			0.02						
Oct-95	0.06	0.02			0.02	0.02		0.024			
Jun-96		0.02	0.02	0.02	0.02	0.035	0.02	0.02	0.08		
Oct-96		0.02	0.02	0.02		0.044	0.02	0.024	0.12		
Jan-97		0.02	0.02	0.02	0.02	0.022	0.02	0.02	0.058		
Apr-97		0.02	0.02	0.02	0.02	0.026	0.02	0.02	0.052		
Jul-97		0.02	0.02	0.02	0.02	0.025	0.02	0.025	0.038		
Jan-98		0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.061		
Aug-98		0.02	0.02	0.02	0.02	0.031	0.02	0.023	0.02		
Jan-99		0.02	0.02	0.02	0.02	0.024	0.02	0.02	0.023		
Sep-99		0.02	0.02	0.065	0.02	0.028	0.02	0.02	0.02		
Jan-00		0.02	0.02	0.021	0.02	0.024	0.02	0.02	0.025		
Aug-00		0.02	0.02	0.026	0.02	0.033	0.02	0.02	0.027		
Jan-01		0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.026		
Aug-01		0.02	0.02	0.029	0.02	0.02	0.02	0.02	0.025		
Jan-02		0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.024		
Aug-02			0.018	0.026	0.01	0.025	0.01	0.033	0.027		
Jan-03		0.026	0.02	0.02	0.02	0.027	0.02	0.02	0.02		
Feb-04		0.02	0.02	0.02	0.02	0.02	0.02	0.02	Destroyed		
Aug-04		0.02	0.02	0.03	0.02	0.026	0.02	0.02	0.038		
Feb-05		0.02	0.02	0.02	0.02	0.028	0.02	0.02	0.027		
Sep-05		0.02	0.02	0.02	0.02	0.03	0.022	0.02	0.038		
Jan-06		0.02	0.02	0.043	0.02	0.02	0.022	0.02	0.021		
Aug-06		0.02	0.02	0.02	0.02	0.024	0.02	0.02	0.02		
Feb-07		0.0081	0.04	0.023	0.017	0.034	0.0065	0.0085	0.016		
Aug-07		0.005	0.029	0.022	0.017	0.019	0.006	0.019	0.014		
Jan-08		0.005	0.011	0.015	0.017	0.023	0.0078	0.088	0.02		
Aug-08		0.005	0.013	0.018	0.021	0.053	0.01	0.039	0.013		
Jan-09		0.005	0.0079	0.016	0.021	0.11	0.0068	0.028	0.014		
Aug-09		0.005	0.016	0.014	0.021	0.17	0.0067	0.041	0.017		
Mar-10		0.021	0.0083	0.016	0.022	0.021	0.0078	0.069	0.019		
Aug-10		0.005	0.011	0.026	0.016	0.026	0.0081	0.032	0.052		
Jan-11		0.005	0.014	0.014	0.024	0.02	0.011	0.007	Damaged		
Sep-11		0.005	0.0067	0.025	0.022	0.039	0.005	0.027	0.0097		
Jan-12		0.0056	Damaged	0.018	0.021	0.026	0.01	0.005	0.023		
Sep-12		0.019	Damaged	0.016	0.023	0.032	0.0061	0.03	0.012		
Jan-13		0.002	0.00946	0.0091	0.029	0.003	0.00746	0.008	0.0245		
Aug-13		0.005	0.0067	0.01	0.012	0.017	0.005	0.025	0.0089		
Feb-14		0.005	0.005	0.0079	0.011	0.017	0.0062	0.013	0.012	0.014	0.0081
Aug-14		0.0051	0.0054	0.0097	0.02	0.03	0.005	0.012	0.01	0.01	0.0082
Feb-15		0.005	0.005	0.0084	0.021	0.028	0.005	0.011	0.017	NA	NA

Nickel

Crescent City Landfill

Max. contaminant levels for drinking water: 0.1 mg/L

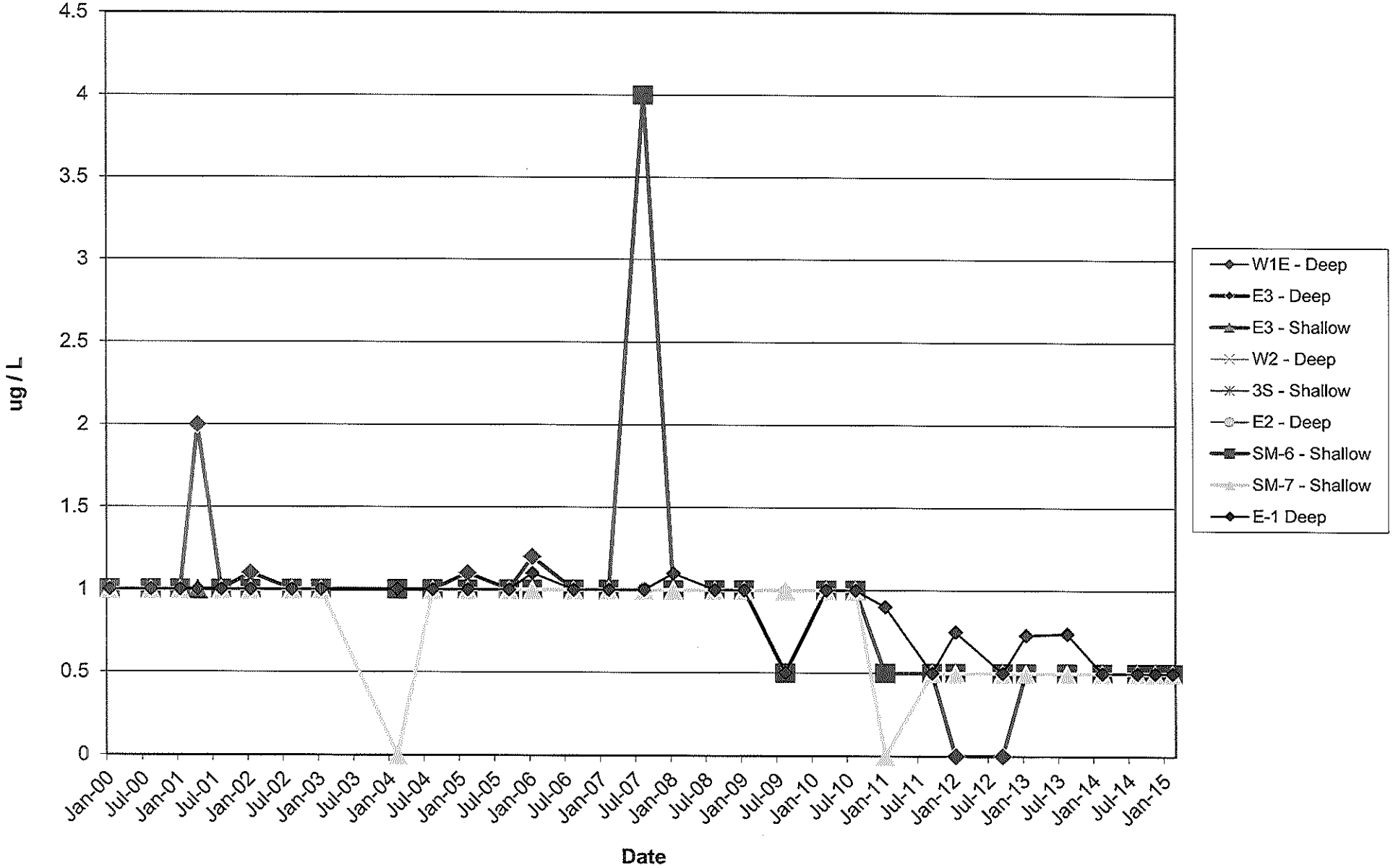


Vinyl(	Deep	Deep			Deep	Shallow	Deep	Shallow	Shallow	Shallow	Deep
Date	W1E - Deep	E-1 Deep	E3 - Deep	E3 - Shallow	W2 - Deep	3S - Shallow	E2 - Deep	SM-6 - Shallow	SM-7 - Shallow	E-4 Shallow	E-4 Deep
Jan-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Apr-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Jul-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Jan-98	1	1.0	1.4	1	1	1	1	1	1		
Aug-98	1	1.0	1	1	1	1	1	1	1		
Jan-99	1	1.0	1	1	1	1	1	1	1		
Sep-99	1	1	1	1	1	1	1	1	1		
Jan-00	1	1	1	1	1	1	1	1	1		
Aug-00	1	1	1	1	1	1	1	1	1		
Jan-01	1	1	1	1	1	1	1	1	1		
Apr-01		1	2	1							
Aug-01	1	1	1	1	1	1	1	1	1		
Jan-02	1	1	1.1	1	1	1	1	1	1		
Aug-02	1	1.0	1	1	1	1	1	1	1		
Jan-03	1	1.0	1	1	1	1	1	1	1		
Feb-04	1	1.0	1	1	1	1	1	1	Destroyed		
Aug-04	1	1.0	1	1	1	1	1	1	1		
Feb-05	1.0	1.0	1.1	1.0	1.0	1.0	1.0	1.0	1.0		
Sep-05	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Jan-06	1.0	1.1	1.2	1.0	1.0	1.0	1.0	1.0	1.0		
Aug-06	1	1.0	1	1	1	1	1	1	1		
Feb-07	1	1.0	1	1	1	1	1	1	1		
Aug-07	1	1.0	1	1	1	1	1	4	1		
Jan-08	1	1.1	1	1	1	1	1	1	1		
Aug-08	1	1.0	1	1	1	1	1	1	1		
Jan-09	1	1.0	1	1	1	1	1	1	1		
Aug-09	1	0.5	0.5	0.5	0.5	0.5	1	0.5	1		
Mar-10	1	1.0	1	1	1	1	1	1	1		
Aug-10	1	1.0	1	1	1	1	1	1	1		
Jan-11	0.5	0.9	0.5	0.5	0.5	0.5	0.5	0.5	Damaged		
Sep-11	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5		
Jan-12	0.5	0.75	Damaged	0.5	0.5	0.5	0.5	0.5	0.5		
Sep-12	0.5	0.5	Damaged	0.5	0.5	0.5	0.5	0.5	0.5		
Jan-13	0.5	0.73	0.5	0.5	0.5	0.5	0.5	0.5	0.5		
Aug-13	0.5	0.74	0.5	0.5	0.5	0.5	0.5	0.5	0.5		
Feb-14	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Aug-14	0.5	0.50	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Nov-14	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	NA	NA
Feb-15	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	NA	NA

Vinyl Chloride

Crescent City Landfill

Max. contaminant levels for drinking water: 0.5 ug/L



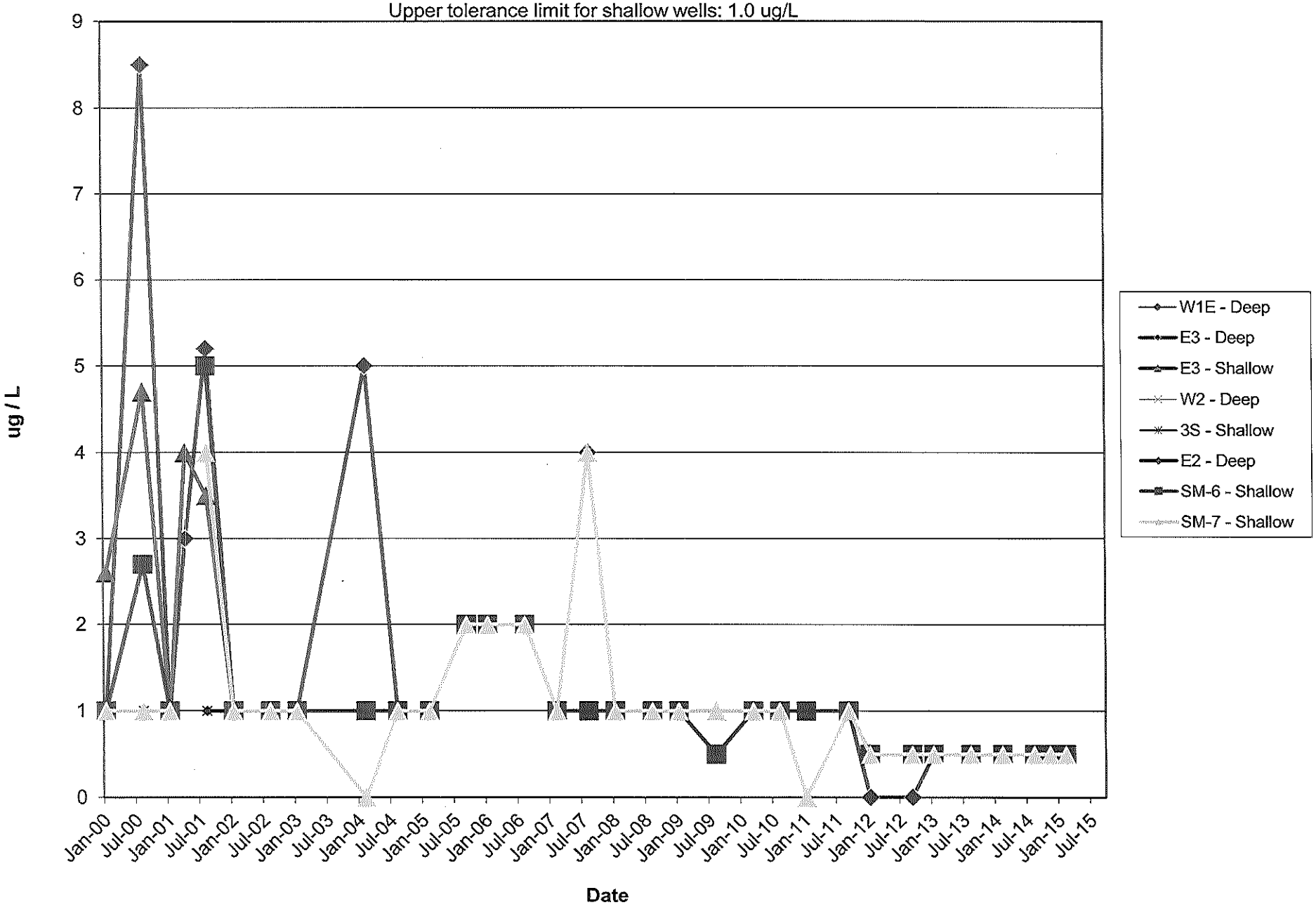
Freon

Date	Deep W1E - Deep	E3 - Deep	E3 - Shallow	Deep W2 - Deep	Shallow 3S - Shallow	Deep E2 - Deep	Shallow SM-6 - Shallow	Shallow SM-7 - Shallow	Shallow E-4 Shallo	Deep E-4 Deep
Jan-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Apr-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Jul-97	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Jan-98	1	1.0	1.0	1	1	1	1	1		
Aug-98	1	1	2.5	1	1	1	2.1	1		
Jan-99	1	1	1	1	1	1	1	1		
Sep-99	1	1	1	1	1	1	1	1		
Jan-00	1	1	2.6	1	1	1	1	1		
Aug-00	1	8.5	4.7	1	1	1	2.7	1		
Jan-01	1	1	1	1	1	1	1	1		
Apr-01		3	4							
Aug-01	4	5.2	3.5	1	1	1	5	4 **		
Jan-02	1	1	1	1	1	1	1	1		
Aug-02	1	1	1	1	1	1	1	1		
Jan-03	1	1	1	1	1	1	1	1		
Feb-04	1	5	1	1	1	1	1	Destroyed		
Aug-04	1	1	1	1	1	1	1	1		
Feb-05	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0		
Sep-05	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0		
Jan-06	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0		
Aug-06	2	2	2	2	2	2	2	2		
Feb-07	1	1	1	1	1	1	1	1		
Aug-07	1	4	1	4	1	1	1	4		
Jan-08	1	1	1	1	1	1	1	1		
Aug-08	1	1	1	1	1	1	1	1		
Jan-09	1	1	1	1	1	1	1	1		
Aug-09	1	0.5	0.5	0.5	0.5	1	0.5	1		
Mar-10	1	1	1	1	1	1	1	1		
Aug-10	1	1	1	1	1	1	1	1		
Jan-11	1	1	1	1	1	1	1	Damaged		
Sep-11	1	1	1	1	1	1	1	1		
Jan-12	0.5	Damaged	0.5	0.5	0.5	0.5	0.5	0.5		
Sep-12	0.5	Damaged	0.5	0.5	0.5	0.5	0.5	0.5		
Jan-13	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5		
Aug-13	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5		
Feb-14	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Aug-14	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Nov-14	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	NA	NA
Feb-15	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	NA	NA

Dichlorodifluoromethane (Freon 12)

Crescent City Landfill

Upper tolerance limit for shallow wells: 1.0 ug/L



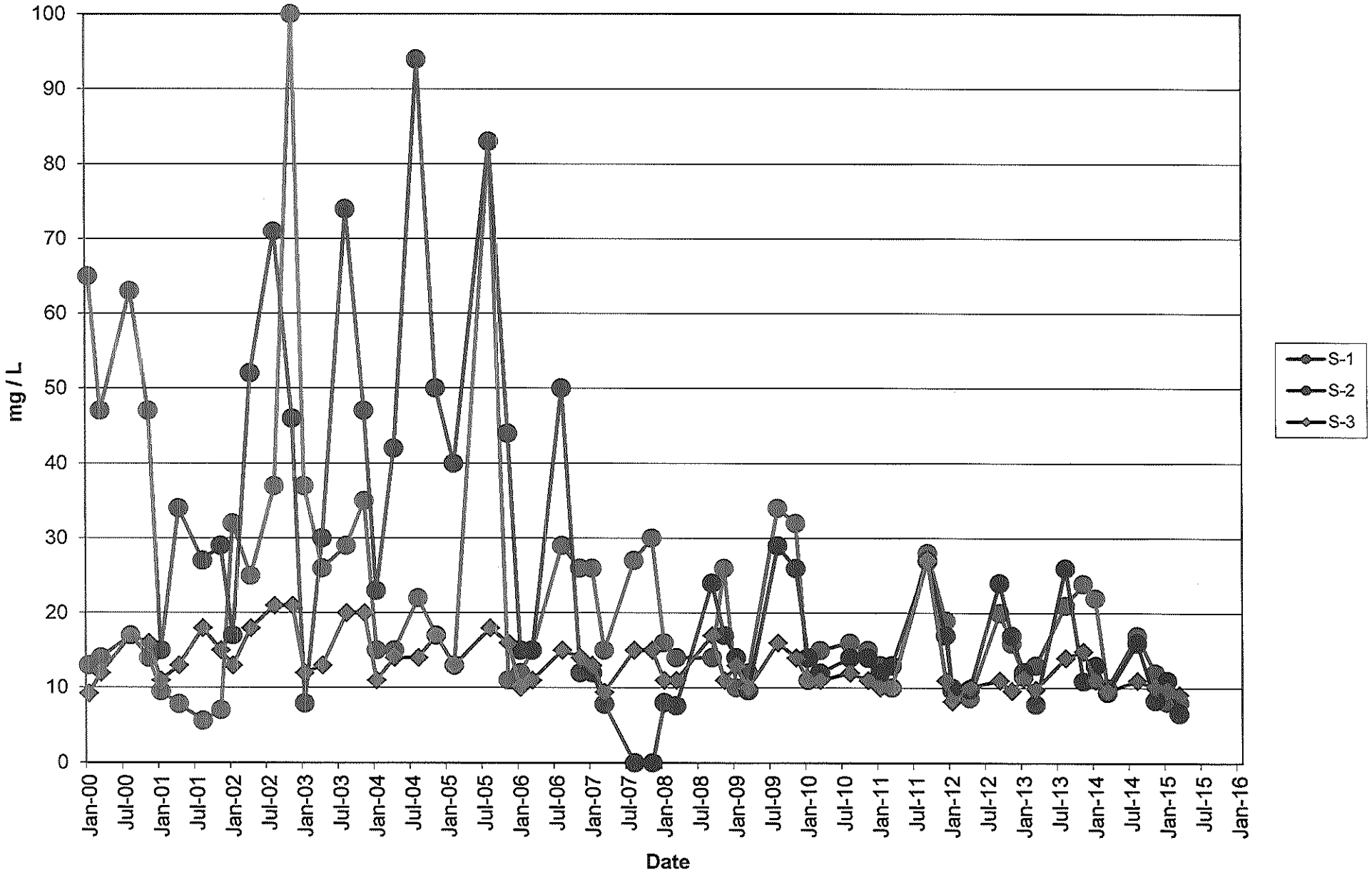
Surface Water Sodium mg/L
Tolerance level: 15.4 mg/L

Date	S-1	S-2	S-3
Feb-95	10	12	8.2
Apr-95	11	28	13
Jul-95	12	39	17
Nov-95			9.7
Jan-96	8.8	15	16
Oct-96	10	36	20
Apr-97	13	57	19
Jul-97	11	49	16
Nov-97	14	54	13
Jan-98	36	9.8	7
Mar-98	14	9.8	13
Aug-98	13	30	14
Nov-98	15	33	15
Jan-99	12	40	10
Mar-99	13	21	7.9
Aug-99	13	52	14
Nov-99	10	45	12
Jan-00	13	65	9.2
Mar-00	14	47	12
Aug-00	17	63	17
Nov-00	14	47	16
Jan-01	9.5	15	11
Apr-01	7.8	34	13
Aug-01	5.6	27	18
Nov-01	7	29	15
Jan-02	32	17	13
Apr-02	25	52	18
Aug-02	37	71	21
Nov-02	100	46	21
Jan-03	37	7.9	12
Apr-03	26	30	13
Aug-03	29	74	20
Nov-03	35	47	20
Jan-04	15	23	11
Apr-04	15	42	14
Aug-04	22	94	14
Nov-04	17	50	17
Feb-05	13	40	13
Aug-05	83	83	18
Nov-05	11	44	16
Jan-06	12	15	10
Mar-06	15	15	11
Aug-06	29	50	15
Nov-06	26	12	14
Jan-07	26	12	13
Mar-07	15	7.8	9.4
Aug-07	27	NA	15
Nov-07	30	NA	15
Jan-08	16	8	11
Mar-08	14	7.6	11
Sep-08	14	24	17
Nov-08	26	17	11
Jan-09	10	14	13
Mar-09	12	9.6	9.9
Aug-09	34	29	16
Nov-09	32	26	14
Jan-10	11	14	11
Mar-10	15	12	11
Aug-10	16	14	12
Nov-10	15	14	11
Jan-11	13	12	10
Mar-11	10	13	10
Sep-11	28	27	27
Dec-11	19	17	11
Jan-12	10	9.7	8.2
Apr-12	8.6	9.8	10
Sep-12	20	24	11
Nov-12	15.9	17	9.62
31-Jan-13	11.5	12.1	11.3
7-Mar-13	13	7.8	9.8
20-Aug-13	21	26	14
21-Nov-13	23.9	10.9	14.9
Jan-14	22	13	11
Mar-14	10	9.4	9.5
Aug-14	17	16	11
Nov-14	12	8.3	10
Jan-15	8.1	11	9.8
Mar-15	8.1	6.6	9.1

Surface Water Sodium

Crescent City Landfill

Upper tolerance level for sodium in surface water: 15.4 mg/L



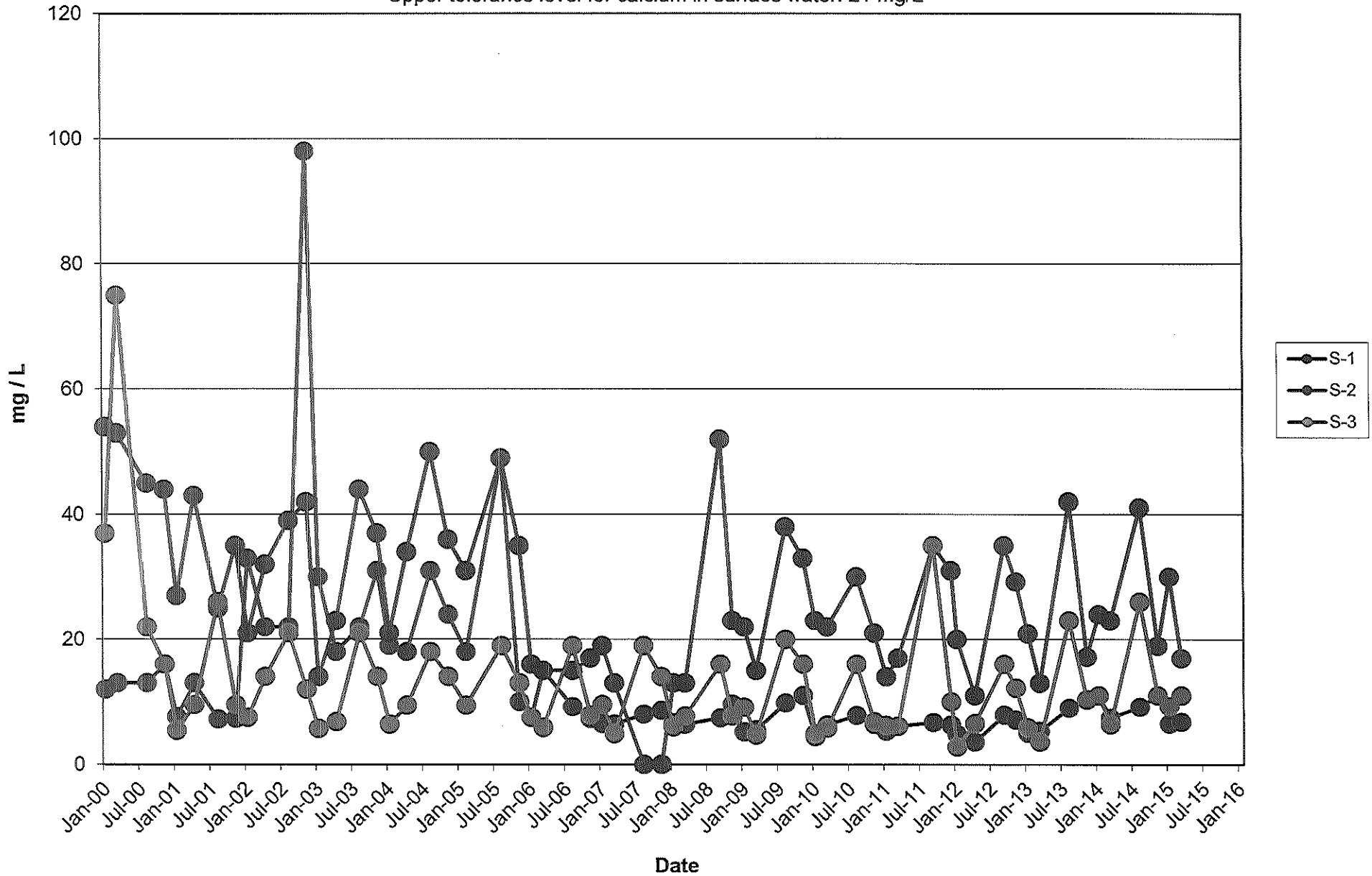
Surface Water Calcium mg/L
Tolerance level: 21.0 mg/L

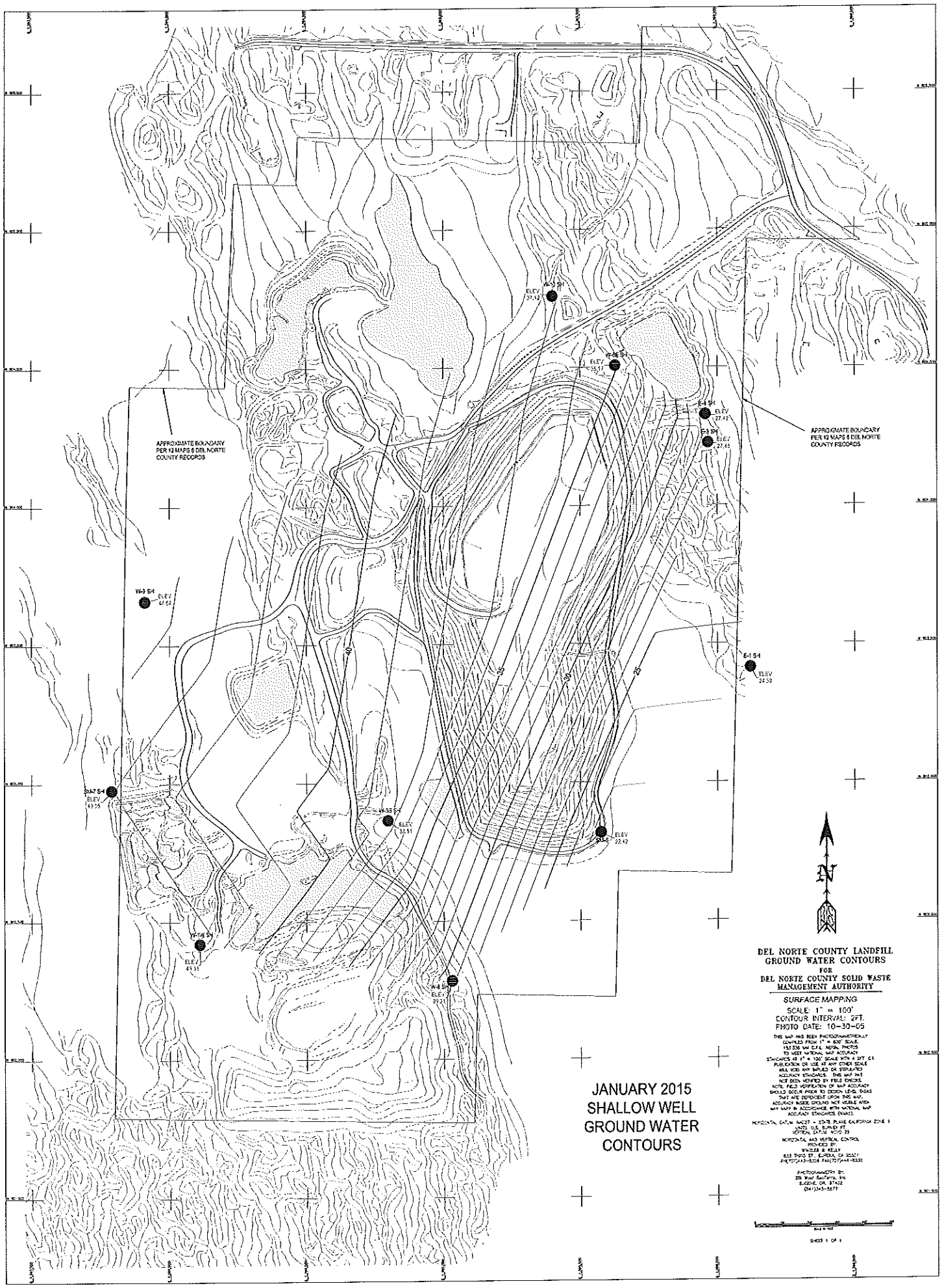
Date	S-1	S-2	S-3
Feb-95	9.5	20	3.9
Apr-95	13	39	12
Jul-95	14	46	22
Nov-95	50		21
Jan-96	8.2	19	4.9
Oct-96	15	50	11
Apr-97	8.8	44	8.3
Jul-97	15	39	21
Nov-97	12	51	11
Jan-98	36	58	1.9
Mar-98	13	8.9	11
Aug-98	12	31	21
Nov-98	13	44	12
Jan-99	8.7	47	6
Mar-99	11	33	3.2
Aug-99	17	26	19
Nov-99	7.4	55	6.3
Jan-00	12	54	37
Mar-00	13	53	75
Aug-00	13	45	22
Nov-00	16	44	16
Jan-01	7.6	27	5.4
Apr-01	13	43	9.5
Aug-01	7.2	25	26
Nov-01	7.3	35	9.5
Jan-02	33	21	7.5
Apr-02	22	32	14
Aug-02	22	39	21
Nov-02	98	42	12
Jan-03	30	14	5.7
Apr-03	18	23	6.8
Aug-03	22	44	21
Nov-03	31	37	14
Jan-04	19	21	6.4
Apr-04	18	34	9.4
Aug-04	31	50	18
Nov-04	24	36	14
Feb-05	18	31	9.4
Aug-05	49	49	19
Nov-05	10	35	13
Jan-06	7.5	16	7.5
Mar-06	15	15	5.9
Aug-06	9.2	15	19
Nov-06	7.3	17	7.9
Jan-07	6.5	19	9.5
Mar-07	6.4	13	4.9
Aug-07	8	NA	19
Nov-07	8.6	NA	14
Jan-08	6.6	13	6
Mar-08	6.4	13	7.7
Sep-08	7.4	52	16
Nov-08	9.6	23	7.7
Jan-09	5.2	22	9.1
Mar-09	5.5	15	4.7
Aug-09	9.8	38	20
Nov-09	11	33	16
Jan-10	4.4	23	4.9
Mar-10	6.3	22	5.8
Aug-10	7.8	30	16
Nov-10	6.4	21	6.8
Jan-11	5.3	14	6.2
Mar-11	6.1	17	6.1
Sep-11	6.7	35	35
Dec-11	6.3	31	10
Jan-12	4.8	20	2.8
Apr-12	3.6	11	6.5
Sep-12	7.9	35	16
Nov-12	7.07	29.2	12.2
31-Jan-13	5.01	20.9	5.85
7-Mar-13	5.3	13	3.6
20-Aug-13	9	42	23
21-Nov-13	10.3	17.2	10.4
Jan-14	11	24	11
Mar-14	7.4	23	6.4
Aug-14	9.2	41	26
Nov-14	11	19	11
Jan-15	6.5	30	9.3
Mar-15	6.8	17	11

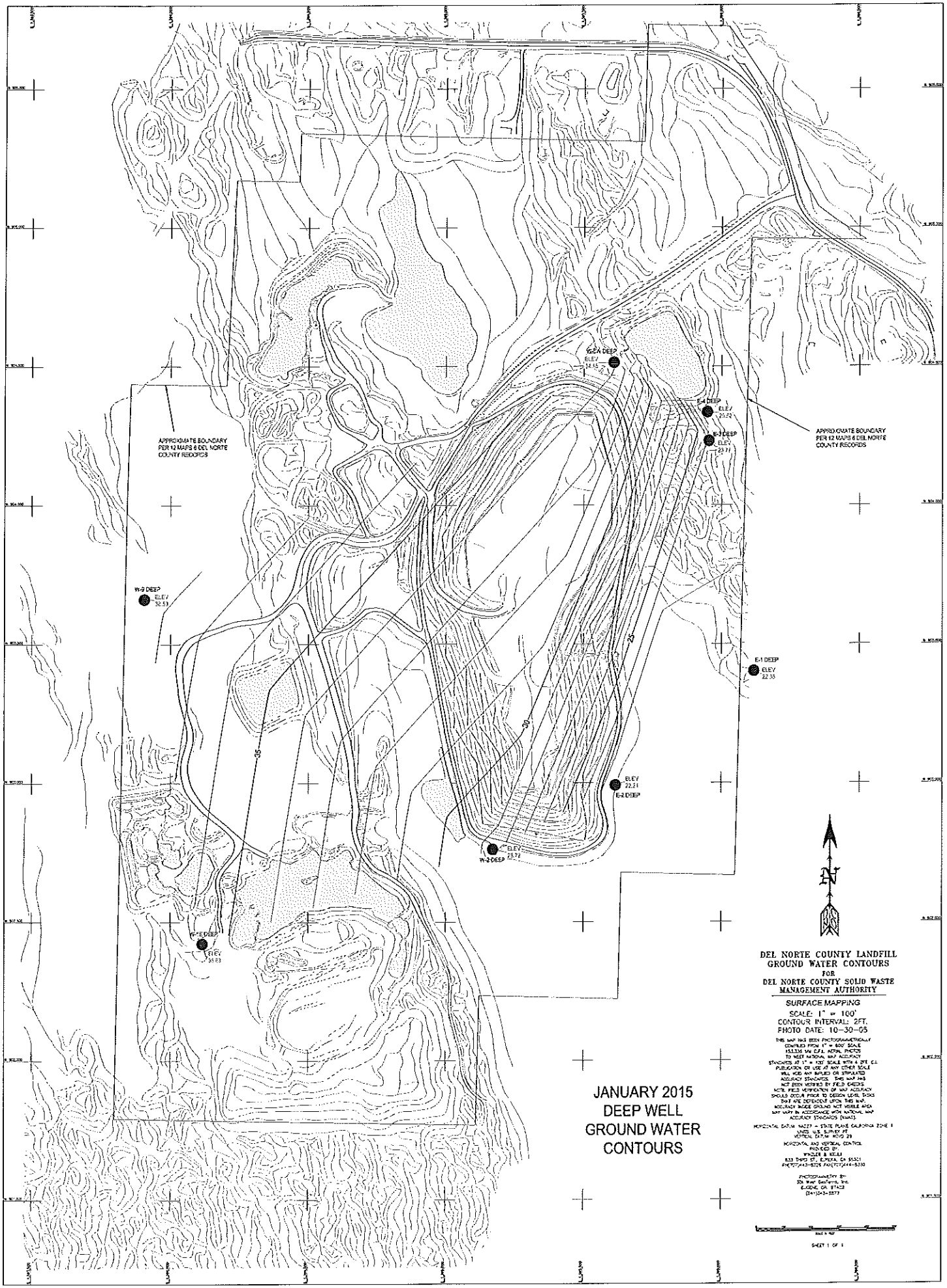
Surface Water Calcium

Crescent City Landfill

Upper tolerance level for calcium in surface water: 21 mg/L




APPROXIMATE BOUNDARY PER 12 MAPS 6 DEL NORTE COUNTY RECORDS
APPROXIMATE BOUNDARY PER 12 MAPS 6 DEL NORTE COUNTY RECORDS
W-3 S-1
ELEV 41.63
S-1 S-1
ELEV 24.59
S-2 S-1
ELEV 22.42
W-4 S-1
ELEV 29.21
W-16 S-1
ELEV 41.31
W-33 S-1
ELEV 33.31
S-7 S-1
ELEV 43.55
W-5 S-1
ELEV 37.42
W-6 S-1
ELEV 35.17
E-3 S-1
ELEV 27.42
E-1 S-1
ELEV 27.43
N
DEL NORTE COUNTY LANDFILL
GROUND WATER CONTOURS
FOR
DEL NORTE COUNTY SOLID WASTE
MANAGEMENT AUTHORITY
SURFACE MAPPING
SCALE: 1" = 100'
CONTOUR INTERVAL: 2FT.
PHOTO DATE: 10-30-05
JANUARY 2015
SHALLOW WELL
GROUND WATER
CONTOURS


APPROXIMATE BOUNDARY PER 12 MAPS 6 DEL NORTE COUNTY RECORDS
APPROXIMATE BOUNDARY PER 12 MAPS 6 DEL NORTE COUNTY RECORDS
W-9 DEEP
ELEV 32.53
E-4 DEEP
E-3 DEEP
E-1 DEEP
ELEV 22.35
ELEV 22.21
E-2 DEEP
ELEV 23.72
W-2 DEEP
W-6 DEEP
ELEV 35.83
25
30
35
N
JANUARY 2015
DEEP WELL
GROUND WATER
CONTOURS
DEL NORTE COUNTY LANDFILL
GROUND WATER CONTOURS
FOR
DEL NORTE COUNTY SOLID WASTE
MANAGEMENT AUTHORITY
SURFACE MAPPING
SCALE: 1" = 100'
CONTOUR INTERVAL: 2FT.
PHOTO DATE: 10-30-05
SHEET 1 OF 1

	Well Depth feet	NEW Measured Well Depth	TOC, MSL Elevation feet	Casing Diameter inches	Date	Time	Initals of sampler	Measured Depth feet	Groundwater Elevation feet>MSL
E -1 Deep	60	56.25	50.63	4	28-Jan-15	10:10 AM	EL	28.25	22.38
E -1 Shallow	30	33.08	52.76	4	28-Jan-15	10:08 AM	EL	28.37	24.39
E - 3 Deep	70	58.6	56.54	4	28-Jan-15	9:55 AM	EL	32.77	23.77
E - 3 Shallow	38	36.55	57.65	4	28-Jan-15	9:57 AM	EL	30.17	27.48
E-4 Shallow	39.4	39.4	58.34	4	28-Jan-15	9:44 AM	EL	30.92	27.42
E - 4 Deep	69.97	69.97	57.94	4	28-Jan-15	9:47 AM	EL	37.42	20.52
W-6W Deep	44.5	45.45	47.03	4	28-Jan-15	9:35 AM	EL	12.87	34.16
W-6E Shallow	36	37	47.06	4	28-Jan-15	9:38 AM	EL	11.89	35.17
W-10 Shallow	14	14	45.42	4	28-Jan-15	9:26 AM	EL	8.30	37.12
E - 2 Deep	45	45.3	26.86	4	28-Jan-15	10:43 AM	EL	4.65	22.21
SM-6 Shallow	10	13	28.57	4	28-Jan-15	10:54 AM	EL	4.54	24.03
W-2 Deep	26	25.35	32.61	4	28-Jan-15	11:02 AM	EL	3.89	28.72
L-1 North			102.37	6					102.37
L-2			101.97	6					101.97
L-3 Middle		60.91	98.06	6	28-Jan-15	10:34 AM			98.06
SM-7 Shallow	17	18.54	50.38	4	28-Jan-15	11:23 AM	EL	7.33	43.05
W-1E Deep	48.5	49.65	52.71	4	28-Jan-15	11:33 AM	EL	17.08	35.63
W-1W Shallow	17.5	19.21	52.50	4	28-Jan-15	11:29 AM	EL	9.19	43.31
W-8 Shallow	40	39.18	53.58	4	28-Jan-15	11:52 AM	EL	24.37	29.21
W-3S Shallow	20	21	43.76	4	28-Jan-15	11:42 AM	EL	5.25	38.51
North Well									0
SM-12 (S-1) Surface	7		44.88	4					44.88
W-9 Deep	70	68.95	61.07	4	28-Jan-15	11:16 AM	EL	22.54	38.53
W-9 Shallow	20	20.52	53.13	4	28-Jan-15	11:13 AM	EL	8.49	44.64

Description for Final map	Well Depth feet	NEW Measured Depth	TOC, MSL Elevation feet	Casin Diameter inches	Date	Time	Initals of sampler	Measure Depth feet	Groundw Elevation feet	Well Volume gallons	Purge volume 3.00	Volume purged gallons	Number of well volumes	Specific Conductan (uS)	Temp F	pH	Salinity	tds	Comments / Flow
E -1 Deep	60	56.25	50.63	4	17-Feb-15	2:00 PM	TW & RL	28.00	22.63	18.83	56.50	60.00	3.19	886.0	55.4	6.94	417	609	
E -1 Shallow	30	33.08	52.76	4	17-Feb-15	2:15 PM	TW & RL	27.86	24.90	3.48	10.44	11.00	3.16	1088.0	55.9	7.38	527	757	
E-2 Deep	45	45.3	26.86	4	17-Feb-15	3:45 PM	TW & RL	4.40	22.46	27.27	81.80	82.00	3.01	886.0	59.7	7.77	442	634	
SM-6 Shallow	10	13	28.57	4	19-Mar-15	11:00 AM	TW & RL	4.68	23.89	5.55	16.64	6.50	1.17	375.0	59.9	7.33	158	242	Dry @ 6, 6.5
E - 3 Deep	70	58.6	56.54	4	17-Feb-15	11:10 AM	TW & RL	31.97	24.57	17.75	53.26	54.00	3.04	654.0	59.9	6.93	310	455	
E - 3 Shallow	38	36.55	57.65	4	17-Feb-15	11:30 AM	TW & RL	29.04	28.61	5.01	15.02	15.00	3.00	481.0	59.3	7.26	226	334	
E-4 Shallow		39.4	58.34	4					58.34	26.27	78.80	13.40	0.51						
E-4 Deep		69.97	57.94	4					57.94	46.65	139.94	64.40	1.38						
W-1E Deep	48.5	49.65	52.71	4	17-Feb-15	3:15 PM	TW & RL	16.44	36.27	21.00	66.42	43.00	2.05	361.0	56.8	7.17	161	247	Dry @ 23, 43
W-1W Shallow	17.5	19.21	52.50	4	19-Mar-15	9:30 AM	TW & RL	8.70	43.80	7.01	21.02	22.00	3.14	182.4	56.1	7.67	81.5	123.9	
W-2 Deep	26	25.35	32.61	4	19-Mar-15	9:00 AM	TW & RL	3.85	28.76	14.33	43.00	21.50	1.50	1273.0	57.2	7.02	617	882	Dry @ 15, 21.5
W-3S Shallow	20	21	43.76	4	19-Mar-15	10:30 AM	TW & RL	5.10	38.66	10.60	31.80	30.00	2.83	269.0	56.3	7.08	123	185	
W-6W Deep	44.5	45.45	47.03	4	17-Feb-15	1:45 PM	TW & RL	11.96	35.07	22.33	66.98	48.00	2.15	348.0	55.7	7.19	160	241	dry @ 25, 48
W-6E Shallow	36	37	47.06	4	17-Feb-15	1:30 PM	TW & RL	10.93	36.13	17.38	52.14	52.00	2.99	363.0	57.9	7.46	166	250	
W-8 Shallow	40	39.18	53.58	4	17-Feb-15	3:00 PM	TW & RL	23.26	30.32	10.61	31.84	32.00	3.02	221.0	60.0	7.45	101	151	
W-9 Deep	70	68.95	61.07	4	17-Feb-15	10:15 AM	TW & RL	21.85	39.22	31.40	94.20	95.00	3.03	483.0	54.8	7.37	245	338	
W-9 Shallow	20	20.52	53.13	4	17-Feb-15	10:10 AM	TW & RL	7.63	45.50	8.59	25.78	26.00	3.03	202.0	56.3	7.63	114	138	
W-10 Shallow	14	14	45.42	4	19-Mar-15	11:15 AM	TW & RL	7.58	37.84	4.28	12.84	13.00	3.04	181.3	58.2	8.73	86.7	124	
SM-7 Shallow	17	18.54	50.38	4	19-Mar-15	10:10 AM	TW & RL	6.60	43.78	7.96	23.88	25.00	3.14	240.0	57.0	7.42	165	168	
SW - 3					3-Feb-15	10:15 AM	TW							256	55.0	7.85	94	189	100 gpm
SW - 8					3-Feb-15	9:45 AM	TW							204	55.4	8.13	95	146	20 gpm
SW-20					3-Feb-15	10:45 AM	TW							157	54.8	8.07	72.8	105.1	unknown flow >5 gpm
SW -																			
S-1 Surface					27-Jan-15	2:45 PM	TW							233	57.5	8.21	111	168	
S-2B Surface					27-Jan-15	3:30 PM	TW							354	55.9	7.4	162	243	
S-3 Surface					27-Jan-15	4:20 PM	TW							257	52.3	7.93	119	176	
L-1			102.37	6															
L-2			101.97	6															
L-3	New	64.7	98.06	6	19-Mar-15	11:30 AM	TW & RL	61.24	36.82	0.00		7.5		2170	74.6	7.05	1220	1530	Dry at 5.5, 7.5

Description for Final map	Date	Time	Initals of sample	Specific Conductance (uS)	Temp F	pH	Salinity	tds mg/L	Flow gpm	Comments / Flow
S-1	19-Mar-15		TW	258	65.8	7.65	119	157		
S-2B	19-Mar-15		TW	276	61.7	7.15	125	189		
S-3	19-Mar-15		TW	263	57.5	7.91	121	82		
TS-1	23-Mar-15	10:30 AM	TW	113.3	52.8	8.13	52.1	76.2	none	
TS-2	23-Mar-15	11:00 AM	TW	101.9	55.5	7.67	45.2	70.2	submerged; unknown	
TS-3	23-Mar-15	9:45 AM	TW	186.8	53	7.7	97	121.2	~5 GPM	raining

TS samples not gathered during first hour of flow as storm started over the prior weekend.

L-3 Landfill Leachate Well

Crescent City Landfill
Del Norte Solid Waste Management Authority

L-3	Date	Feb-06	Aug-06	Mar-07	22-Jan-08	28-Aug-08	21-Jan-09	COC 26-Aug-09	26-Aug-10	22-Jan-13	20-Aug-13	24-Nov-14	19-Mar-15
Analyte	Unit												
pH		6.6	6.8	6.6	6.5	6.7	6.5	6.8	6.4	6.2	6.3	6.48	7.05
COD	mg/L	1300	300	350	99	440	260	170	380	180	150	87	Not Tested
Hardness	mg/LCaCo3	450	250	300	180	88	86	220	85	140	54	85	Not Tested
TDS	mg/L	700	2300	1300	730	790	650	860	350	210	160	320	1530
Conductivity	umhos/cm	2300	3600	2200	180	1400	1200	1700	560	444	320	637	2170
Calcium	mg/L	77	43	47	34	19	17	43	20	38.4	13	18	Not Tested
Magnesium	mg/L	63	34	45	24	10	10	27	8.2	18.1	5	9.4	Not Tested
Potassium	mg/L	24	18	<50	14	8.1	7.5	16	4.9	5.6	5.1	11	Not Tested
Sodium	mg/L	380	640	340	140	170	150	240	91	61.7	29	35	Not Tested
Iron	ug/L	3700	800	4700	11000	3900	270	4500	2700	35600	20000	9600	Not Tested
Antimony	ug/L	<50	NA	<50	<5.0	5.4	<5.0	<5.0	<5.0	<1	<5	<5	Not Tested
Arsenic	ug/L	<10	NA	<50	19	24	<5.0	6.8	14	13.2	<5	14	Not Tested
Barium	ug/L	28	53	54	63	53	45	130	<1	52.8	24	45	Not Tested
Chromium	ug/L	<10	NA	<50	21	<5.0	<5.0	7.1	<5.0	1.42	<5	<5	Not Tested
Copper	ug/L	<10	NA	<50	<5.0	6.7	<5.0	8.2	7.4	<1	<5	<5	Not Tested
Manganese	ug/L	320	450	390	510	220	190	560	330	635	210	260	Not Tested
Molybdenum	ug/L	<20	NA	<50	14	35	19	22	29	3.89	<5	11	Not Tested
Nickel	ug/L	24	47	<50	21	11	21	32	8.6	27.9	<5	16	Not Tested
Vanadium	ug/L	<10	NA	<50	5.1	<5.0	<5.0	<5.0	<5.0	<1	<5	<5	Not Tested
Zinc	ug/L	40	<20	<100	<10	<10	<10	25	<10	<5	12	<10	Not Tested
Organochlorine pesticides & PCBs	ug/L												<.5
Organophosphorous Pesticides	ug/L												<.5
Benzene	ug/L	1	1.7	<1	<1	<1	<1	<0.5	0.85	<0.5	0.63	<0.5	Not Tested
ethylbenzene	ug/L	8.2	4	<1	<1	<1	<1	<0.5	<0.5	<0.5	0.51	<0.5	Not Tested
chlorobenzene	ug/L	3.6	4.4	<1	<1	<1	<1	<0.5	<1	<0.5	<0.5	<0.5	Not Tested
1,4-Dichlorobenzene	ug/L	1.5	2.3	<1	<1	<1	<1	<0.5	<1	<0.5	<0.5	<0.5	Not Tested
m,p-Xylene	ug/L	1.4	1.6	<0.5	<0.5	0.52	<0.50	<0.5	1	<0.5	1.9	<0.5	Not Tested
o-Xylene	ug/L	<0.5	<0.5	<0.5	<0.5	<0.5	NA	<0.5	<0.5	<0.5	0.65	<0.5	Not Tested
phenol	ug/L	NA	NA	NA	NA	NA	NA	15	NA	NA	NA	<0.5	Not Tested
Vinyl Chloride	ug/L	1.3	1.3	1.7	<1	<1	<1	0.72	<1	<0.5	<0.5	<0.5	Not Tested
tert-butyl alcohol	ug/L	27	NA	NA	NA	NA	NA	40	NA	NA	NA	14	Not Tested
toluene	ug/L	<1.0	<1.0	<1.0	1.7	<1.0	<1.0	<1.0	1.9	<0.5	4.4	<0.5	Not Tested
Dieldrin	ug/L	0.13	<0.1	NA	NA	NA	NA	<0.5	NA	NA	NA	<0.002	Not Tested
1,2,4-Trimethylbenzene	ug/L	2.9	NA	NA	NA	NA	NA	<0.5	NA	NA	NA	<0.5	Not Tested
Acetone	ug/L	72	15	NA	NA	NA	NA	21	NA	NA	NA	22	Not Tested
BOD	mg/L	NA	25	NA	NA	NA	NA	NA	NA	NA	NA	NA	Not Tested
TPH as Gasoline	ug/L	NA	91	NA	NA	NA	NA	150	NA	NA	NA	NA	Not Tested
TPH as Diesel	ug/L	NA	270	NA	NA	NA	NA	NA	NA	NA	NA	98	Not Tested
cartbon disulfide	ug/L	<5	<5	NA	NA	NA	NA	1.1	NA	NA	NA	NA	Not Tested
MTBE	ug/L	<1	1.2	NA	NA	NA	NA	1.7	NA	NA	NA	0.82	Not Tested
Alkalinity	mg/LCaCo3	660	1300	860	440	590	480	600	220	210	140	190	Not Tested
Bicarbonate Alkalinity	mg/LCaCo3	660	1300	860	440	590	480	590	220	210	130	190	Not Tested
Fluoride	mg/L	<0.5	<0.5	0.13	<0.1	<0.1	0.11	0.2	<0.1	<0.1	0.57	<0.1	Not Tested
Sulphate	mg/L	170	350	85	10	29	36	20	14	<0.5	3.4	1.1	Not Tested
Chloride	mg/L	NA	NA	NA	NA	NA	NA	150	NA	NA	NA	57	Not Tested
Ammonia Nitrogen	mg/L	<0.1	NA	NA	NA	NA	NA	18	NA	NA	NA	NA	Not Tested
Nitrate nitrogen	mg/L	<0.1	NA	<0.1	<0.1	<0.1	<0.1	<0.1	0.42	<0.1	<0.1	<0.1	Not Tested
sulfide	mg/L	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	<0.05	Not Tested

RECEIVED
SEP 01 2015
DNSWMA

State Controller's Office
Division of Accounting and Reporting
Report of Abandoned Vehicle Abatements
Vehicle Code Section 9250.7 (c)
Fiscal Year 2014-2015

Pursuant to California Vehicle Code (VC) section 9250.7(c): "Every service authority that imposes a fee authorized by subdivision (a) shall issue a fiscal yearend report to the Controller on or before October 31 of each year summarizing all of the following for the previous fiscal year."

Please complete the following for the previous fiscal year: 2014/2015

County of Del Norte

(1)	Revenues received by the county under VC 9250.7, by Quarter		
	1st Quarter July through September 2014 paid in Novemebr 2014	$	5557.25
	2nd Quarter October through December 2014 paid in February 2015	$	5017.04
	3rd Quarter January through March 2015 paid in May 2015	$	6294.25
	4th Quarter April through June 2015 paid in August 2015	$	6101.67
	Total revenues received by the service authority.	$	22970.21
(2)	Total expenditures by the service authority.	$	23146.41
(3)	Total number of vehicles abated.		82
(4)	Average cost per abatement.	$	282.27
(5)	Any additional and/or unexpended fee revenues.	$	0.00
(6)	Number of notices to abate issued vehicles.		82
(7)	Number of vehicles disposed of pursuant to an ordinance adopted pursuant to VC section 22710.		38
(8)	Total expenditures by the service authority for towing and storage of abandoned vehicles.	$	22623.41

Service authorities that fail to comply with VC section 9250.7 (c) will be held accountable to the provisions of VC section 9250.7 (d), which states: "Each service authority that fails to submit the report required pursuant to subdivision (c) by October 31 of each year shall have its fee pursuant to subdivision (a) suspended for one year commencing on July 1 following the Controller's determination pursuant to subdivision (e)."

Prepared by: David Mason
Title: Code Enforcement Officer III
Phone: (707) 464-7254
Email: dmason@co.del-norte.ca.us

Date: 2-Sep-15

Submit to:
Office of the State Controller
Division of Accounting and Reporting
Attention: Local Apportionment Unit
P.O. Box 942850
Sacramento, CA 94250

If you have any questions, please contact John Bodolay in the Division of Accounting and Reporting at (916) 323-2154 or Jbodolay@sco.ca.gov

Toxic. Free. Home.

Household Hazardous Waste Collection Event

Saturday September 26th

9 AM - 2 PM

FREE for Crescent City & Del Norte households ONLY

at the Del Norte County Transfer Station
at 1700 State Street off Elk Valley Road

This is the one day this year you can dispose of your pesticides, herbicides, fertilizers, solvents, poisons, contaminated oils and fuels, cleaning and photo chemicals, medicines, makeup, lamp ballasts, non-empty aerosol containers and other hazardous wastes.
No explosive or radioactive materials will be accepted.

DON'T BRING THESE - THEY'RE FREE EVERY DAY

RECYCLE USED OIL

Used motor oil & filters
Antifreeze & Car batteries
Televisions & Computer monitors
Household fluorescent bulbs
Sharps in FDA-approved containers
All household batteries (one end taped)
Non-aerosol paints, stains & lacquers

RECYCLE USED OIL FILTERS

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY 1992

465-1100

Solid Waste
Balance Sheet
July 31, 2015

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	828,507.92
422 010 00300	Imprest Cash	3,500.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 01100	Accounts Receivable	47,680.96
422 010 03200	Land	493,000.00
422 010 03300	Transfer Station	3,266,990.64
422 010 03400	Equipment	158,443.55
422 010 03410	Buildings & Improvements	141,638.89
422 010 03440	Accum Depr Equipment	(157,499.00)
422 010 03450	Accum Depr Bldg & Improv	(100,380.00)
422 010 03460	Accum Depr Transfer Station	(837,202.00)
	Total Assets	4,042,858.13

LIABILITIES AND FUND EQUITY

422 010 05100	Accounts Payable	175,715.94
422 010 05210	Sublease Payable	2,829,198.50
422 010 05300	Compensated Absences Payable	39,330.71
422 010 05500	Post Closure Liability	2,113,745.25
422 010 05600	Net OPEB Obligation	197,137.00
422 010 07100	Fund Balance	(1,969,651.90)
422 010 09600	Investment in Capital Assets net of related debt	578,198.00
	Revenue	121,656.57
	Expenditure	(42,471.94)
	Total Liabilities and Fund Equity	4,042,858.13

CLAIMS APPROVED BY THE DIRECTOR

Del Norte Solid Waste Management Authority
Claims for August 2015

Date Paid	Paid to:	Budget	Amt. Paid	Description
8/1/2015	US Bank Corp	20232-002	1,069.38	June 2015 Computer Software
	US Bank Corp	20275	699.49	June 2015 Small Tools
	US Bank Corp	20270	$5,100.22	June 2015 Minor Equipment
	US Bank Corp	20227	$95.00	June 2015 Subscriptions
8/7/2015	Richard D. Taylor	20235	$980.00	July 2015 Treasurer / Controller
8/7/2015	G. H. Outreach	20285-068	$120.00	July 2015 Recycling Pick up Service
8/7/2015	Del Norte Office Supply	20224	$52.25	July 2015 Office Supply
8/7/2015	Curry Transfer Roto Rooter	202140	$146.50	July 2015 GTS Porta Potty Service
	Curry Transfer Roto Rooter	202140	$146.50	July 2015 KTS Porta Potty Service
8/7/2015	Recology Del Norte	20238	$924.24	July 2015 INV 443 Gasquet TS Bin Service
	Recology Del Norte	20238	$1,663.20	July 2015 INV 444 Klamath TS Bin Service
8/7/2015	Hambro WSG	20239	$174,521.12	July 2015 INV 2015-07 Service Fees
8/12/2015	Ricoh USA, Inc.	20250	$257.21	Acct 512829-1021084ML INV 95213546 7/2015
	Ricoh USA, Inc.	20221-061	$93.28	Acct 512829-1021084ML INV 95213546 7/2015
8/12/2015	Mission Linen	20140	$61.72	Acct 218923 July 2015
8/12/2015	Quill	20224	$312.18	Acct 2256698 July Office Supplies
8/18/2015	Black & Rice, LLP	20234	$873.60	July 2015 billing for Legal Services
8/18/2015	US Cellular	20121	$97.45	Acct 656873814 Services for 8/4-9/3/15
8/18/2015	RCRC Environmental Services JF	20200	$6,000.00	INV 1516 06-IN 2015-2016 Dues
8/20/2015	Frontier Communications	20121	$166.77	Acct 707-465-1100-052793-5 8/13-9/12/2015
8/26/2015	Recology Del Norte	20288	$249.38	Acct 200064691 - 900 10th ST/City
	Recology Del Norte	20283	$451.95	Acct 200064626 - 500 Cooper Ave/County
	Recology Del Norte	20288	$1,309.08	Acct 200059774 - 1001 Front ST/City
8/26/2015	Efficiency Delivery	20280	$30.00	INV 437401 to North Coast Labs
8/26/2015	Les Schwab Tire	20171	$73.40	INV 62200141707-FourRunner Tires Mounted
8/26/2015	Crescent Ace Hardware	20224	$27.20	Acct 1212 INV 564590 Batteries for Office
	Crescent Ace Hardware	20224	$6.75	Acct 1212 INV 562756 Keys for GTS
8/26/2015	Charter Spectrum Business	20121	$105.14	Acct 8752 19020 0448571 Set up Fee
8/31/2015	Katherine Brewer	20290	$42.55	Mileage 7/08-8/28 2015
	TOTAL		$ 195,675.56	

6.3

DNSWMA

GRAND TOTALS

AUGUST 2015

	Amount to 422-421 91003 66.53%	Amount to 422-421 91004 33.47%	TOTAL AMOUNT
DNCTS Cash Total	32,562.40	16,381.53	**48,943.93**
DNCTS Charge Total	114,393.61	57,549.29	**171,942.90**
DNCTS Credit/Debit	21,066.24	10,598.03	**31,664.27**
DNCTS Totals	***168,022.25***	***84,528.85***	**252,551.10**
Klamath Cash Total		5,390.24	**5,390.24**
Klamath Charge Total		164.66	**164.66**
Klamath Totals		***5,554.90***	**5,554.90**
Gasquet Cash Total		2,063.68	**2,063.68**
Gasquet Charge Total		8.60	**8.60**
Gasquet Totals		***2,072.28***	**2,072.28**
Adjustments			
GRAND TOTALS	***168,022.25***	***92,156.03***	***260,178.28***

4.9

MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: AUGUST 2015

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53% 91003	33.47% 91004	20286	Total
1	$ 1,363.29	$ 388.76	$ 1,752.05	$ 858.28		$ 24.17	$ 11.37	$ 893.82	$ 392.35	$ 3,038.22	$ 1,165.64	$ 586.41	$0.31	$ 1,752.36
2	$ 1,616.77	$ 362.04	$ 1,978.81	$ 611.81	$ 35.54			$ 647.35	$ 466.27	$ 3,092.43	$ 1,316.50	$ 662.31	$0.00	$ 1,978.81
3	$ 1,731.14	$ 248.11	$ 1,979.25	$ 791.16	$ 51.17			$ 842.33	$ 9,593.57	$ 12,415.15	$ 1,316.80	$ 662.45	$0.09	$ 1,979.34
4	$ 2,049.14	$ 307.67	$ 2,356.81	$ 620.41	$ 27.58		$ 49.75	$ 697.74	$ 7,541.18	$ 10,595.73	$ 1,567.99	$ 788.82	$0.17	$ 2,356.98
5	$ 1,378.88	$ 241.65	$ 1,620.53	$ 632.92	$ 42.64		$ 14.22	$ 689.78	$ 6,423.17	$ 8,733.48	$ 1,078.14	$ 542.39	$0.02	$ 1,620.55
6	$ 1,609.03	$ 32.69	$ 1,641.72	$ 551.19	$ 17.05			$ 568.24	$ 8,169.26	$ 10,379.22	$ 1,092.24	$ 549.48	$1.24	$ 1,642.96
7	$ 1,211.73	$ 15.63	$ 1,227.36	$ 791.69	$ 129.36	$ 58.29	$ 86.72	$ 1,066.06	$ 6,412.04	$ 8,705.46	$ 816.56	$ 410.80	($4.55)	$ 1,222.81
8	$ 1,402.86	$ 175.28	$ 1,578.14	$ 824.80	$ 385.23			$ 1,210.03	$ 328.37	$ 3,116.54	$ 1,049.94	$ 528.20	$0.03	$ 1,578.17
9	$ 1,487.53	$ 328.75	$ 1,816.28	$ 891.73	$ 133.62	$ 25.59		$ 1,050.94	$ 170.58	$ 3,037.80	$ 1,208.37	$ 607.91	$0.00	$ 1,816.28
10	$ 1,550.80	$ 169.13	$ 1,719.93	$ 844.58	$ 169.79		$ 19.90	$ 1,034.27	$ 9,896.97	$ 12,651.17	$ 1,144.27	$ 575.66	$2.09	$ 1,722.02
11	$ 1,003.24	$ 173.36	$ 1,176.60	$ 445.05	$ 34.11			$ 479.16	$ 7,634.44	$ 9,290.20	$ 782.79	$ 393.81	$2.00	$ 1,178.60
12	$ 1,399.03	$ 135.05	$ 1,534.08	$ 1,301.00	$ 63.62		$ 93.82	$ 1,458.44	$ 7,526.24	$ 10,518.76	$ 1,020.62	$ 513.46	$0.91	$ 1,534.99
13	$ 1,170.50	$ 142.96	$ 1,313.46	$ 1,284.28	$ 22.75		$ 14.22	$ 1,321.25	$ 6,421.28	$ 9,055.99	$ 873.84	$ 439.62	($0.70)	$ 1,312.76
14	$ 1,106.84	$ 340.43	$ 1,447.27	$ 1,561.40	$ 58.29		$ 51.18	$ 1,670.87	$ 6,700.91	$ 9,819.05	$ 962.87	$ 484.40	$0.04	$ 1,447.31
15	$ 1,443.53	$ 152.56	$ 1,596.09	$ 870.67	$ 282.82	$ 19.90		$ 1,173.39	$ 519.66	$ 3,289.14	$ 1,061.88	$ 534.21	$0.18	$ 1,596.27
16	$ 1,377.88	$ 108.01	$ 1,485.89	$ 1,542.58	$ 111.39		$ 7.11	$ 1,661.08	$ 1,032.93	$ 4,179.90	$ 988.56	$ 497.33	$0.47	$ 1,486.36
17	$ 1,577.42	$ 61.13	$ 1,638.55	$ 1,841.42	$ 196.11			$ 2,037.53	$ 8,901.96	$ 12,578.04	$ 1,090.13	$ 548.42	$0.34	$ 1,638.89
18	$ 1,160.44	$ 303.44	$ 1,463.88	$ 1,160.61	$ 79.59			$ 1,240.20	$ 9,594.06	$ 12,298.14	$ 973.92	$ 489.96	$0.50	$ 1,464.38
19	$ 1,443.15	$ 176.16	$ 1,619.31	$ 537.92	$ 94.56			$ 632.48	$ 6,972.06	$ 9,223.85	$ 1,077.33	$ 541.98	($0.49)	$ 1,618.82
20	$ 1,208.09	$ 236.43	$ 1,444.52	$ 401.69	$ 82.45			$ 484.14	$ 7,610.26	$ 9,538.92	$ 961.04	$ 483.48	$0.05	$ 1,444.57
21	$ 1,481.56	$ 379.07	$ 1,860.63	$ 596.24	$ 11.37			$ 607.61	$ 11,072.06	$ 13,540.30	$ 1,237.88	$ 622.75	$0.00	$ 1,860.63
22	$ 1,115.43	$ 167.75	$ 1,283.18	$ 1,342.02	$ 67.73	$ 90.36		$ 1,500.11	$ 836.09	$ 3,619.38	$ 853.70	$ 429.48	$0.00	$ 1,283.18
23	$ 1,287.54	$ 196.35	$ 1,483.89	$ 1,369.96	$ 14.20		$ 68.23	$ 1,452.39	$ 69.23	$ 3,005.51	$ 987.23	$ 496.66	$0.00	$ 1,483.89
24	$ 1,115.76	$ 204.35	$ 1,320.11	$ 701.57	$ 41.22			$ 742.79	$ 9,541.17	$ 11,604.07	$ 878.27	$ 441.84	$0.09	$ 1,320.20
25	$ 1,217.30	$ 82.95	$ 1,300.25	$ 716.58	$ 67.52		$ 81.03	$ 865.13	$ 8,092.45	$ 10,257.83	$ 865.06	$ 435.19	($4.58)	$ 1,295.67
26	$ 1,105.38	$ 143.36	$ 1,248.74	$ 446.70	$ 127.94			$ 574.64	$ 6,374.02	$ 8,197.40	$ 830.79	$ 417.95	$1.87	$ 1,250.61
27	$ 1,567.23	$ 169.57	$ 1,736.80	$ 969.43	$ 71.07		$ 103.77	$ 1,144.27	$ 6,324.21	$ 9,205.28	$ 1,155.49	$ 581.31	$0.18	$ 1,736.98
28	$ 1,211.25	$ 222.22	$ 1,433.47	$ 1,467.11	$ 55.44	$ 14.22	$ 162.17	$ 1,698.94	$ 7,866.65	$ 10,999.06	$ 953.69	$ 479.78	$0.10	$ 1,433.57
29	$ 1,498.54	$ 108.03	$ 1,606.57	$ 873.75	$ 142.56	$ 8.53		$ 1,024.84	$ 327.35	$ 2,958.76	$ 1,068.85	$ 537.72	$0.00	$ 1,606.57
30	$ 1,085.13	$ 92.41	$ 1,177.54	$ 576.07	$ 66.28			$ 642.35	$ 407.97	$ 2,227.86	$ 783.42	$ 394.12	$1.00	$ 1,178.54
31	$ 1,658.73	$ 443.49	$ 2,102.22	$ 552.10				$ 552.10	$ 8,724.14	$ 11,378.46	$ 1,398.61	$ 703.61	($0.06)	$ 2,102.16
								$ -						
TOTALS	$ 42,635.14	$ 6,308.79	$ 48,943.93	$ 27,976.72	$ 2,683.00	$ 241.06	$ 763.49	$ 31,664.27	$ 171,942.90	$ 252,551.10	$ 32,562.40	$ 16,381.53	$ 1.30	$ 48,945.23

DAILY TICKET REPORT					
DNSWMA TRANSFER STATION					
MONTH: AUGUST 2015					
			VOIDED	TICKET	
Date	BEGIN	END	TICKETS	COUNT	
1	832480	832668		189	
2	832669	832820		152	
3	832821	833021		201	
4	833022	833236	2	213	
5	833237	833417	3	178	
6	833418	833597	2	178	
7	833598	833766		169	
8	833767	833947		181	
9	833948	834125	3	175	
10	834126	834331	1	205	
11	834332	834507	1	175	
12	834508	834695	1	187	
13	834696	834882		187	
14	834883	835080	1	197	
15	835081	835253		173	
16	835254	835434	1	180	
17	835435	835653	1	218	
18	835654	835836		183	
19	835837	836005	1	168	
20	836006	836168	1	162	
21	836169	836366		198	
22	836367	836538		172	
23	836539	836708		170	
24	836709	836890	4	178	
25	836891	837054		164	
26	837055	837214		160	
27	837215	837409		195	
28	837410	837613		204	
29	837614	837796	1	182	
30	837797	837929	1	132	
31	837930	838122		193	
TOTAL			24	5619	

DNSWMA		
GASQUET TRANSFER STATION - CASH		
AUGUST 2015		
	Amount to	TOTAL
	422-421	CASH
Date	91004	AMOUNT
August 1, 2015	515.16	$515.16
August 6, 2015	84.24	$84.24
August 8, 2015	272.05	$272.05
August 13, 2015	129.29	$129.29
August 15, 2015	189.45	$189.45
August 20, 2015	192.82	$192.82
August 22, 2015	306.96	$306.96
August 27, 2015	169.65	$169.65
August 29, 2015	204.06	$204.06
TOTAL	*2063.68*	*$2,063.68*

DNSWMA				
GASQUET TRANSFER STATION - CHARGES				
AUGUST 2015				
		Receipt	Amount to	
		#	422-421	TOTAL
Date	Charge Name		91004	AMOUNT
August 15, 2015	Malloroy Construction	424571	8.60	$8.60
				$0.00
				$0.00
				$0.00
TOTAL			*8.60*	$8.60

DNSWMA		
KLAMATH TRANSFER STATION CASH		
AUGUST 2015		
	Amount to	TOTAL
	422-421	CASH
Date	91004	AMOUNT
August 2, 2015	470.50	$470.50
August 5, 2015	212.07	$212.07
August 7, 2015	388.94	$388.94
August 9, 2015	613.17	$613.17
August 12, 2015	286.37	$286.37
August 14, 2015	193.90	$193.90
August 16, 2015	697.65	$697.65
August 19, 2015	446.89	$446.89
August 21, 2015	290.89	$290.89
August 23, 2015	744.33	$744.33
August 26, 2015	263.80	$263.80
August 28, 2015	106.67	$106.67
August 30, 2015	675.06	$675.06
TOTAL	*5,390.24*	*$5,390.24*

DNSWMA				
KLAMATH TRANSFER STATION CHARGES				
AUGUST 2015				
			Amount to	
			422-421	TOTAL
Date	Charge Name	Receipt #	91004	AMOUNT
August 26, 2015	Yurok EDC	654226	138.34	*$138.34*
August 26, 2015	Yurok EDC	654227	26.32	*$26.32*
				$0.00
				$0.00
				$0.00
				$0.00
TOTAL			164.66	*$164.66*

AUTHORITY REVENUE REPORT August 2015

Source	2014/2015	2015/2016	
Authority	Actual Annual	Budget/Month	Budget/Year
Service Fees	$ 1,002,778.17	$ 83,083.33	$ 997,000.00

	Actual/Month	Comparison FYE15 & FYE16		Actual/Month	Over Budget
July	$ 96,004.21	$ (1,389.79)	July	**$ 94,614.42**	$ 11,531.09
August	$ 89,437.87	$ 2,718.16	August	**$ 92,156.03**	$ 9,072.70
September	$ 84,704.53	$ -	September		
October	$ 83,098.23	$ -	October		
November	$ 72,572.43	$ -	November		
December	$ 76,859.33	$ -	December		
January	$ 84,970.65	$ -	January		
February	$ 77,883.08	$ -	February		
March	$ 82,827.13	$ -	March		
April	$ 79,373.56	$ -	April		
May	$ 85,383.19	$ -	May		
June	$ 89,663.96	$ -	June		
Total	$ 1,002,778.17	$ 1,328.37	Total	**$ 186,770.45**	$ 20,603.78
				Ahead of budget	11.03%

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AUTHORITY REVENUE REPORT **August 2015**

Source **2014/2015**

Franchise Fee

Actual Annual

	Actual/Month	Comparison FY 13/14
July	$ 19,120.00	$ 380.00
August	$ 20,447.00	$ 3,679.00
September	$ 20,575.00	$ -
October	$ 21,152.00	$ -
November	$ 19,499.00	$ -
December	$ 19,400.00	$ -
January	$ 19,301.00	$ -
February	$ 20,531.00	$ -
March	$ 19,833.00	$ -
April	$ 20,819.00	$ -
May	$ 19,868.00	$ -
June	$ 23,504.00	$ -
Total	$ 244,049.00	$ 4,059.00

2015/2016

	Budget/Month	Budget/Year
	$ 20,166.67	$ 242,000.00

	Actual/Month	Over/Under Budget
July	**$ 19,500.00**	$ (666.67)
August	**$ 24,126.00**	$ 3,959.33
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		
Total	**$ 43,626.00**	$ 3,292.67

7.55%