

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
CITY OF CRESCENT CITY  
COUNTY OF DEL NORTE  
STATE OF CALIFORNIA  
Regular Session, Tuesday May 19, 2015, 3:30 PM**

PRESENT: Commissioner Ron Gastineau  
Commissioner Roger Gitlin  
Commissioner Angela Glore  
Commissioner Rick Holley, Chair  
Commissioner Martha McClure, Vice Chair  
Legal Counsel Martha Rice  
Treasurer/Controller Richard Taylor  
Acting Director/Program Manager Tedd Ward

ABSENT: None

ALSO PRESENT: Patricia Black, Del Norte Solid Waste Task Force  
Kathy Brewer, DNSWMA staff  
Kathryn Murray, Crescent City Councilperson  
Karen Phillips, PS Business Services  
Gerry Hemmingsen, Del Norte County Supervisor  
Dave Mason, Del Norte County Code Enforcement Officer  
Clinton Schaad, Del Norte County Auditor  
Joel Wallen, Hambro/WSG  
Wes White, Hambro/WSG  
Ed Farewell, Recology Del Norte  
Jeremy Herber, Recology Del Norte

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

Chairman called the meeting to order in regular session at 3:30 p.m.

**PLEDGE OF ALLEGIANCE**

The pledge was led by Commissioner Glore.

**3:30 PM PUBLIC COMMENTS:**

The following person(s) addressed the Authority: John Mertes, County resident, commented that he was appalled about the trash dumped near the entrance to Mill Creek watershed north of Hamilton Road. He notified the State Parks office, and he

would also like to have the mattress buy-back program instituted to keep folks from dumping.

**3:30 PM OPEN SESSION ITEMS:**

**1. CONSENT AGENDA**

- 1.1 Approve minutes, Regular Session, Tuesday, April 21, 2015.
- 1.2 Acknowledge and file 04 May 2015 letter from the 15<sup>th</sup> Annual Youth and Family Fair.
- 1.3 Approve budget transfer in the amount of \$5,600.00

**END CONSENT AGENDA**

There were no requests to delete, add, or pull items from the consent agenda. However, Commissioners discuss the following items: Commissioner Gitlin asked for staff to explain the budget transfer. Staff noted that the transfer covered office insurance.

On a motion by Commissioner Gitlin, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 1.1-1.3, as presented.

**DISCUSSION/ACTION ITEMS**

**2. ACKNOWLEDGMENTS**

- 2.1 Discussion and possible action regarding adoption of Resolution 2015-04: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY HONORING MARY WILSON FOR HER SERVICE AS AUTHORITY COMMISSIONER 2013-2014.

Former Commissioner Wilson could not be present at this meeting. Chairman Holley read the resolution into the record. Bill Lonsdale commented that he rarely saw anyone who did their homework as well and thoroughly as Ms. Wilson. She has set a standard of dedication that will be hard to beat. Commissioners thanked Ms. Wilson for her dedication to the Authority.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2015-04: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY HONORING MARY WILSON FOR HER SERVICE AS AUTHORITY COMMISSIONER 2013-2014.

### **3. LANDFILL POSTCLOSURE**

- 3.1 Status report regarding the Authority's ongoing appeal of Waste Discharge Requirements fee from the State Water Resources Control Board.

Discussion was held regarding the Authority's ongoing appeal. \$40,156 is left owing at this time and a letter will be sent to explain the reasons supporting the fact that the whole amount was not paid. Staff will send the letter soon due to the notice of violation and possible fines associated with not paying the full bill as directed by the Authority. Commissioner McClure requested that the chairman of the Regional Water Quality Board and others be copied on the letter so that they know the plight of the rural communities. Senator McGuire and Assemblyman Wood need to have another briefing to remind them of what the Authority is doing. Commissioner McClure will be seeing Senator McGuire later this month and she will discuss the matter with him.

### **4. COLLECTIONS FRANCHISE**

- 4.1 Discussion and possible action regarding Collections Change Order 6, enacting Rate Adjustments based on changes to the Consumer Price Index. 061801

Discussion was held regarding Collections Change Order 6, enacting rate adjustments. Rates will be going down if the rate adjustments are approved. The adjustments are based on CPI. The transfer station fees will be reduced as well. Change Order 6 showed a modest reduction and staff recommended approval of the order as presented.

On a motion by Commissioner McClure, seconded by Commissioner Glore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved Change Order 6, as presented.

- 4.2 Status report regarding Recology's efforts to appoint or hire a General Manager for Recology Del Norte.

The Board received a verbal report from Ed Farewell, Acting General Manager Recology Del Norte, who noted that Jeremey Herber has been providing excellent leadership and he will be promoted. They are still going through the recruitment stages with the other positions. Jeremy has been with the company for 6 months. Mr. Farewell will continue as the Acting General Manager of Recology Del Norte. Commissioner Gitlin noted that Jeremy is professional and prompt and they can expect full cooperation of the Board.

- 4.3 Discussion and possible request for Recology Del Norte to present at a future Authority meeting options to address issues of concern related to Recology carts including lid closures and cart stability in high winds.

Discussion was held regarding issues of concern regarding the carts and high winds. Mr. Ward noted that the Chairman and Vice-Chair requested that this matter be placed on the agenda. They were asking that Recology look into and report back regarding

this issue at a later date. No action is necessary by the Authority at this time. Commissioner McClure noted that this might be a good exercise with the high school students to design and come up with a solution regarding this matter and a community engagement exercise. Elizabeth Henry, County resident, noted that placing big rocks on the tops of the bins is her solution at this time, but she would love a solution that would work without rocks. Ed Farewell noted that in other areas they have dealt with this issue and he suggested pointing the hinges into the wind to avoid the lids being blown up and the totes tipped over. Weighting the lid would solve the issue as recommended by Chairman Holley. Mr. Farewell offered to instruct drivers to handle this in a proper way. Staff will follow-up.

## **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding Transfer Station Operations Change Order 20, enacting Fee Adjustments based on changes to the Consumer Price Index.

Discussion was held regarding Change Order 20. This Change Order reduces the standard disposal rate to \$142.15 per ton - which is a reduction of 9 cents per ton.

On a motion by Commissioner Gitlin seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved Change Order 20, as presented.

- 5.2 Discussion and possible request for Hambro/WSG to present at a future Authority meeting options to enable recovery of clothing, textiles, shoes and belts in Del Norte.

Discussion was held with regard to the Hambro/WSG request and the work done by Hambro/WSG. A report out will be done at a later meeting regarding this issue. Commissioner Glore noted that the Smith River School does a shoe recycling program and she was concerned regarding taking that fundraising method away from the school by Hambro/WSG advertising the recycling of shoes and clothing, taking it out of the waste stream. Commissioner McClure expressed support for taking more out of the waste stream to make costs of transport cheaper and divert more items thereby saving money.

## **6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS**

- 6.1 Discussion and possible action regarding the adoption of Authority's budget for fiscal year 2015/2016, and scheduling a hearing on June 16<sup>th</sup> for final adoption. 022102

Discussion was held regarding the 2015/2016 FY budget, which was sent to both the County and the City. June 16<sup>th</sup> is the anticipated public hearing to adopt the budget. The County sent staff comments regarding the budget and their issues. Supervisor Gerry Hemmingsen noted that the budget will be out of balance by more than

\$30,000.00, according to the County Auditor's updated information regarding County charges and personnel expenses. The three changes are salaries/benefits; executive director/ salaries/benefits, and part-time salaries; and there are three negative numbers which are backwards and need to be reversed. Full staffing and part-time temporary costs were projected from the last year based on numbers from the Auditor's office. Staff will reformat the budget with the assistance of the County Auditor Clinton Schaad. Chairman Holley noted that he does not see how the part-time salaries can be reduced given the history of illness and issues the staff has had over the last year. By consensus staff was given direction to make the corrections and resubmit the budget to the City and the County. The proposed and the final budget the County uses with the projections and the Authority format may need clarification some of the issues. This budget is pretty close to the County's version, with the exception of the salaries. Commissioner McClure suggested that the worksheets and the format be reworked with the assistance of County staff to clarify and work out issues in the future. Clinton Schaad, Auditor noted that the sub-totals would work for each budget category. He also noted that the salaries, workers comp, etc., were not available to Mr. Ward when he prepared the budget, and he used last year's figures, which is acceptable practice. He noted that the budget is on track at this time. Health benefits are going up about 20% this year. There will be a savings to the executive director's salary due to hiring being delayed a partial year. The public hearing was set by consensus for the next regular meeting.

- 6.2 Discussion and possible action regarding adoption of Resolution 2015-03, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADJUSTING RATES FOR THE DEL NORTE COUNTY TRANSFER STATION, THE KLAMATH AND GASQUET TRANSFER STATIONS, AND THE FRANCHISE COLLECTION RATES.

Discussion was held regarding Resolution No. 2015-03, which adjusts the rates reducing them by .06 % for a savings of \$4,078.63 overall.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2015-03, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADJUSTING RATES FOR THE DEL NORTE COUNTY TRANSFER STATION, THE KLAMATH AND GASQUET TRANSFER STATIONS, AND THE FRANCHISE COLLECTION RATES.

- 6.3 Discussion and possible action regarding means to address blight and illegal dumping and abatement and lien associated with 43 Weber Drive, Klamath, CA APN 127-220-40.

Discussion was held regarding 43 Weber Drive, in Klamath. Dave Mason, Code Enforcement Officer for the Community Development Department, was present and reported on the matter which started as a County complaint. The bids to clean up the property came in over the amount that the County has budget for the entire year.

Criminal charges have been filed. The property owner has been allowing people to dump trash at his property in violation of the Authority's ordinance, along with a long list of other violations. Mr. Mason would like to the Authority to file charges and then the Authority would help fund the cleanup the property. Mr. Mason would like direction on the Authority's ordinance and bring the charges/complaint back to the Authority for a hearing. The issues exceed the County's resources to clean up the problem. Commissioner McClure asked if there was a lien on the property. There are back taxes owed on the property. 2016 is the year the property tax sale would go into effect. Commissioner Gastineau noted the cost of the bin pulls would be about \$12,000 by his estimate and that would double if they wait too long. This property is in the Hunter Creek Subdivision adjoining the creek. The Authority has 20 bin pulls, but the materials in the bins needs to be paid for by the Authority to dispose of them. Commissioner Gitlin would like to use the free bin pulls to help reduce this problem. There is a policy for the use of the free bin pulls in place. Mr. Mason noted that there is a nasty rat problem and the dumping continues. He feels this is a problem that needs to be resolved. The hearing could be continued as long as necessary. Chairman Holley noted that this is a problem and he would like to see the Authority become involved to help clean up the issue.

On a motion by Commissioner Gitlin, seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved having the Del Norte County Community Development Department move forward with the notice of nuisance and abatement.

6.4 Discussion and possible action regarding Authority support for the City of Crescent City's Spring Clean-up Days, May 26-28, 2015.

Discussion was held regarding Spring Clean-up Days and supporting the City's program on May 26-28th. Fees will be waived for the pick-up and hauling for City residents whether or not they are customers of Recology. The Authority and City will share the advertising fees. Commissioner McClure would like to see this program go County-wide. It was noted that the City hauled the brush with their own trucks and labor. Perhaps the County could do the same in the future. Commissioner McClure will work with County staff to see if there could be a County Spring Clean-up Day.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and supported the Crescent City Spring Clean-up Days.

6.5 Discussion and possible action regarding appointment of Authority Secretary, Clerk, and/or Recording Secretary. 031208

Discussion was held regarding appointment of Authority officers, and requested that staff be directed to draft a resolution to appoint Kathy Brewer as the Clerk. The Secretary position was left vacant by Mary Wilson leaving the Authority.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority nominated and appointed Angela Glore as the Secretary of the Authority.

On a motion by Commissioner McClure, seconded by Commissioner Gitlin, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority nominated and appointed Kathy Brewer as the Clerk/Recording Secretary of the Authority.

#### 6.6 Discussion and possible action regarding Authority Work Plan for FY 2014-2015.

Discussion was held regarding the Work Plan for FY 2014-2015, including the regional rate comparisons, which are 10% to 130% below the rates for similar facilities in the area including Humboldt and Curry counties. Staff noted how the public sees the Authority (as the public agency setting rates and services and gate attendants for the Del Norte County, Klamath and Gasquet Transfer stations), and how the State agencies see the Authority (as the agency responsible for planning and reporting on all recycling and solid waste programs, facility permits, and monitoring and maintenance of the Crescent City Landfill). Staff also noted the items that are falling behind due to the lack of staffing to handle all items and programs. Elizabeth Henry said she is overwhelmed with the list of activities in the Work Plan and she feels that the acting director had pointed out all the important tasks. She looked at the discretionary items and noted that the competitive grants could really help boost the work of the Authority and provide programs the public likes to see the Authority provide.

Commissioner McClure noted that as soon as full staffing is on board, they need to work on future legislation and planning. Staff noted AB1159 and AB 49 which outline two different approaches to hazardous waste management. Staff noted they did not get a chance to write letters of opposition/support due to a lack of staff capacity. Product stewardship has been supported by the Authority in the past to help keep the costs down, staff would like to see this approach continue to expand, as AB 1159 would do. Dave Mason, commented on the hazardous waste cleanup and the illegal dumping of pesticides and other hazardous wastes if there is no convenient and reasonable way to dispose of such materials. The pesticides end up in our environment and it filters down. Kathryn Murray supported weighing in on legislative matters noting that it is important to be on top of legislation and take positions as they effect the Authority. She noted staffing is important to accomplish that.

Commissioner McClure noted that AB 45 should be commented on by the Authority and felt that this should be added to the agenda as a matter that arose subsequent to the posting of the agenda, requiring action prior to the next regular meeting.

On a motion by Commissioner McClure, seconded by Commissioner Glore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority found that the matter of support/opposition for AB 45 arose subsequent to the posting of the agenda and action was required prior to the next regular meeting, adding it to the current agenda.

The Board agreed by consensus to direct staff to send a letter opposing AB 45. Copies of the letter were also to be sent to the Board of Supervisors and City Council.

6.7 Discussion and possible action regarding recruitment and/or appointment of Authority Director. 101501

Discussion was held regarding recruitment of an Authority Director. As part of this discussion, the Board reviewed and considered each and all Options as presented in the final R3 Consulting Group's Report, "Final Assessment of the Del Norte Solid Waste Management Authority" (May 15, 2014).

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and carried on a polled vote with Commissioner Gitlin dissenting, the Del Norte Solid Waste Management Authority approved hiring a full time Executive Director.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and carried on a polled vote with Commissioner Gitlin dissenting, the Del Norte Solid Waste Management Authority approved the appointment of Tedd Ward as permanent Executive Director pending approval of an updated job description and contract. Chairman Holley appointed Commissioners Gastineau and Glore to a committee to work with legal counsel to draft the document and bring it back to the full Board.

At 5:40 p.m., Chairman Holley called for a short break. The session resumed at 5:45 p.m.

## **7. DIRECTOR'S & TREASURER'S REPORTS**

**Agenda items 7.1 through 7.5 are provided for information only**

- 7.1 Acting Director's Report 231501
- 7.2 Treasurer/Controller Report for March 2015
- 7.3 Claims approved by Director for April 2015
- 7.4 Monthly Cash and Charge Reports for April 2015
- 7.5 Earned Revenue Comparisons between FY13/14 and FY14/15

The above-listed reports were presented and accepted.

## **ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY**

- 8.** Discussion and possible action regarding release of a Request for Proposals for Towing, Storage, Recovery and Disposal of Abandoned Vehicles.

The Chairman recessed the meeting of the Del Norte Solid Waste Management Authority at 5:51 p.m., and immediately convened as the Abandoned Vehicle Abatement Service Authority (AVA). Roll was taken with Commissioners Gastineau, Glore, McClure, and Gitlin, and Chairman Holley all present.

A brief discussion was held regarding the status of the AVA Towing agreement. As previously directed, Authority staff sent written notice to the current AVA towing contractor that the AVA intended to terminate this agreement and issue a Request for Proposals to provide services under a new towing agreement.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Abandoned Vehicle Abatement Service Authority approved and adopted the release of a Request for Proposals for Towing, Storage, Recovery and Disposal of Abandoned Vehicles.

The Chairman adjourned the meeting of the Abandoned Vehicle Abatement Service Authority at 5:55 p.m., and immediately reconvened as the Del Norte Solid Waste Management Authority.

Board Members agreed by consensus to direct staff to provide an I-Pad for the Public Member of the Board (currently Commissioner Glore).

**9. CLOSED SESSION ITEMS:**

- 9.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Gov't Code 54957) Title: Acting Director / Program Manager

The Chairman recessed the open meeting of the Del Norte Solid Waste Management Authority and convened in closed session at 5:57 p.m. The closed session was adjourned at 6:02 p.m. and the meeting reconvened immediately at 6:02 p.m. in open session. Counsel reported that no action was taken in closed session.

**10. ADJOURNMENT**

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M., June 16, 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 6:03 p.m., until the next regularly scheduled meeting on June 16, 2015.

\_\_\_\_\_  
Richard Holley, Chair  
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

\_\_\_\_\_  
Angela Glore, Secretary  
Del Norte Solid Waste Management Authority

Date / /