



MINUTES OF JANUARY 16, 2008

The Sonoma County Waste Management Agency met on January 16, 2008, at the City of Santa Rosa Utilities Department's Subregional Water Reclamation System Laguna Plant, 4300 Llano Road, Santa Rosa, California.

**PRESENT:**

City of Santa Rosa	Dell Tredinnick, Chair (2007)
City of Healdsburg	Marjie Pettus
City of Petaluma	Vince Marengo
City of Rohnert Park	Tim Smith, Chair (2008)
City of Sebastopol	Dave Brennan
City of Sonoma	Stephen Barbose
County of Sonoma	Phil Demery
Town of Windsor	Christa Johnson

**STAFF PRESENT:**

Interim Executive Director	Susan Klassen
Counsel	Janet Coleson
Staff	Patrick Carter
	Karina Chilcott
	Charlotte Fisher
	Lisa Steinman
Recorder	Elizabeth Koetke

**ABSENT:**

City of Cloverdale  
City of Cotati

**1. CALL TO ORDER**

Dell Tredinnick, Chair, called the meeting to order at 9:05 a.m.

**2. ATTACHMENTS/CORRESPONDENCE**

Chair, Tredinnick, called attention to the Director's Agenda Notes.

**3. ON FILE WITH CLERK**

Chair, Tredinnick, noted the resolutions from the November 28, 2007 meeting on file with the clerk.

**4. PUBLIC COMMENTS**

There were no public comments.

**5. ELECTION OF 2008 OFFICERS**

Chair Tredinnick asked for nominations for 2008 Officers. Dave Brennan, Sebastopol nominated Tim Smith (Rohnert Park) for the position of Chair, Vince Marengo, Petaluma, seconded. Tim Smith nominated Vince Marengo, (Petaluma) for the position of Vice-

Chair, and Christa Johnson, (Windsor) for the position of Chair Pro Tempore. Dave Brennan, seconded. Cloverdale and Cotati, absent. Motion carried.

**The new officers for 2008 are; Tim Smith of Rohnert Park, Chair; Vince Marengo of Petaluma, Vice-Chair; and Christa Johnson of Town of Windsor, Chair Pro Tempore.**

Gavel was passed to 2008 Chair Tim Smith to lead the meeting. Dell Tredinnick was presented with a plaque and thanked for his services as 2007 Chair.

Dave Brennan, Sebastopol, requested a revision of the election resolution asserting it is the person being elected to the position, not the city.

### CONSENT

- 6.1 Minutes of November 28, 2007
- 6.2 Contract with AT&T for 2008 Recycling Guide
- 6.3 Contract with AT&T for the tab in the AT&T phone book
- 6.4 Appropriation Transfers for Grants
- 6.5 Recycling Container Purchase
- 6.6 Approve Agreement for Termination for SCC Composting Agreement with City of Santa Rosa
- 6.7 Approve Sixth Amendment to SCC Composting Agreement with County of Sonoma
- 6.8 Compost Siting Update

Chair Smith requested that items #6.6 and #6.7 be removed from the consent calendar and moved to the February 20, 2008 consent calendar.

**Stephen Barbose, Sonoma, moved to approve the consent calendar. Dave Brennan, Sebastopol, seconded. Vince Marengo, Petaluma, abstained from item #6.1 as he was not at the November meeting. Cloverdale and Cotati absent. Consent calendar approved.**

### REGULAR CALENDAR

Phil Demery, County of Sonoma, announced that Ken Wells, Executive Director of the Agency was retiring effective January 28, 2008. There will be a staffing update to the Board at the February 20<sup>th</sup> meeting. In the interim, Susan Klassen will be the Acting Executive Director.

### ADMINISTRATION

#### **7.1 FY 08/09 WORK PLAN**

Susan Klassen, Interim Executive Director, explained how the FY 08/09 Work Plan is a preliminary part of the budgetary process. The highlighted projects on the work plan represent new projects. The projects that are not highlighted are ongoing.

Dell Tredinnick, Santa Rosa, said that in reference to item #3.13 on the work plan, the City of Santa Rosa has a comprehensive Environmentally Preferred Purchasing Policy (EPP).

Dave Brennan, Sebastopol, suggested that staff review both the City of Santa Rosa and the City of Sebastopol's EPP Policies and report their findings back to the Board.

Tim Smith, Chair, said that after referring several people to the [www.recyclenow.org](http://www.recyclenow.org) website, he found it had been out of service, he's pleased that it's up and running again.

**Vince Marengo, Petaluma, made a motion to adopt the work plan. Dave Brennan, Sebastopol, seconded. Cloverdale and Cotati, absent. Motion approved.**

## COMPOSTING/WOOD WASTE

### **8.1 COMPOST PROGRAM UPDATE**

Compost reports for October 2007 were included in the agenda packet; the reports for November 2007 were distributed at the meeting.

Alan Siegle, Sonoma Compost Company (SCC), said that after David Leland from the RWQCB attended the Agency meeting in November and had commented about violations of SCC's permit, SCC asked Dave Smith, who works extensively with the RWQCB to investigate. SCC has never received notification from the RWQCB regarding any permit violations.

Dave Smith said there are three relevant permits that potentially affect the SCC operation

- (a) the Solid Waste Facility Permit which is issued by the County Department of Health Services,
- (b) the Waste Discharge requirement, which is issued by the RWQCB to the County. It is the basis for operating the landfill, but it does not directly regulate the compost operation.
- (c) the Industrial Storm Water Permit, which is issued to the County and includes best management practices for SCC to implement.

The Solid Waste Facility Permit issued to SCC and the Storm Water Permit were the focus of Mr. Smith's investigation because those two have direct performance requirements for SCC.

Dave Smith said he could not find any evidence to substantiate David Leland's comments about non-compliance. He could not find any evidence that SCC or the County had been notified of any violations or non-compliance. He reviewed the monitoring reports that are submitted by the County to the RWQCB that document conditions, implementation of the best management practices, and the water quality effects of the operation. He looked at the water quality monitoring reports that are submitted monthly to the RWQCB when there is storm water run-off, and didn't find any violations of water quality standards or objectives that are enforceable by the regional board. He was able to confirm that there is reporting going on indicating that the best management practices to control the quality of storm water runoff from SCC Operation are being implemented, and being reported as being implemented.

With the planning for a new composting facility, there is the likely expectation that it will need to be a zero discharge facility. The staff of the RWQCB is expecting a facility that is going to be operating long term to be designed and built as a zero discharge facility. There are no permits being issued by the RWQCB that require that now.

Board staff asked the RWQCB in 1998 whether SCC should be regulated under the storm water permit or a permit that regulates runoff from that facility. The RWQCB directed staff to regulate SCC under the storm water permit, and they have been regulated and are in compliance with that permit.

RWQCB has confirmed that they want to change that direction when there is a new facility but are not proposing to change it for SCC at this time. They set priorities for the site with focus on a two basin planning review processes in a row to rank composting regulatory policy 27<sup>th</sup> out of 28 of the possible issues. It doesn't appear to be a high priority to the regulatory process at this time.

In summary, Mr. Smith couldn't find any evidence of non-compliance but it's clear that the RWQCB staff eventually wants to go to a zero discharge facility, when it's time to go to a new facility.

Susan Klassen added that there were some additional questions for David Leland after the last Agency meeting.

- Q) Are there composting operations recently permitted or exempted from permitting in the region that members of the Agency Board could visit?
- A) The one facility Mr. Leland was referring to in their region is the Blue Lake Facility in Humboldt County.
  
- Q) Are there other composting operations that are co-located with landfill operations in other regions?
- A) There is a composting facility at Keller Canyon Facility, Newby Island, Ox Mountain and Vasco Road although they are co-located on landfill property, none of them are atop a landfill cell.

## PLANNING

### **9.1 WASTE CHARACTERIZATION STUDY FINAL REPORT**

Patrick Carter explained that the contractor has completed their final report . The waste characterization was accomplished in two seasons. The first sort, the "Wet Season Sort", took place March 20-29, 2007 at the Central Disposal Site, Healdsburg Transfer Station, Sonoma Transfer Station, and Redwood Landfill.

The second refuse sort, the "Dry Season Sort", took place July 10-19, 2007 at the same locations and was performed in the same manner described for the "Wet Season Sort".

Cascadia Consulting's team sorted residential and commercial waste hauled by commercial haulers at all four sites, as well self-hauled waste at the three Sonoma County transfer stations.

Of the nearly 375,000 tons disposed of in Sonoma County in 2006 (excluding the 2006 flood debris), approximately 70% consists of materials that are potentially recoverable. For waste from both residential and commercial sources, the most prevalent class of materials was organics, which represents approximately 51% and 42% of waste from those sectors, respectively. Paper is the second most prevalent material class for both sectors, at approximately 19% for the residential sector and nearly 21% for the commercial sector. Almost 64% of the self-hauled waste stream is composed of construction and demolition materials (C&D).

The two most prevalent material classes for the County's disposed waste stream as a whole are organics (36.3%) and C&D (27.4%). The single most prevalent material is food, which comprises approximately 21% of the County's disposed waste stream.

New programs intended to reduce food waste and C&D are proposed in the FY 08-09 SCWMA Work Plan. These programs include educational outreach about vegetative food waste composting at more fairs and venues throughout Sonoma County, and a new program to create uniform C&D debris recycling throughout Sonoma County through the permitting process.

To track progress since the 1996 Waste Characterization Study, a section in the appendix compares this update to the original study. The contractor has also provided a comparison between the 2006/07 Sonoma County's waste streams and the 2004 Statewide Waste Characterization Study. For further trend comparison, disposal per capita and per household has been determined for the SCWMA Waste Characterization Studies performed in 1995/96 and 2006/07.

Christa Johnson, Windsor, asked to meet with staff and have a conversation about how the Town of Windsor can do better.

Phil Demery, County of Sonoma, said this report is a good place to start; there are a lot of things in the report that can be developed and implemented. There is a statewide effort to divert more C&D from the waste stream. There are some other things the Agency can do such as prohibit C&D waste, and prohibit all commercial recycled products from going to the transfer stations. Phil made a suggestion that each city take a look at the report and develop a process by which information is shared on some of the diversion programs that come about as a result of this as individual jurisdictions, not just as the Agency.

Vince Marengo, Petaluma, concurred with Phil's comments. The City of Petaluma has an ordinance for haulers; information for best practices should be shared. The Agency should be tracking C&D.

Chair Smith, accepted public comments.

Ernie Carpenter, GMRS, said the best public agency model for C&D ordinances is the City of Oakland. Secondly, GMRS is the first fully permitted C&D facility in the state of California.

**Dave Brennan, Sebastopol, made a motion that staff review the report and return to the Board with; findings, an analysis and recommendations, and also to adopt the report. Vince Marengo, Petaluma, seconded. Cloverdale and Cotati absent. Motion approved.**

Vince Marengo, Petaluma said he'd like to have a report on what's coming into the County and how it's being diverted by the next meeting.

## HOUSEHOLD HAZARDOUS WASTE

### **10.1 E-WASTE EVENTS RFP**

Lisa Steinman reported that on October 17, 2007, a two-year contract between the Agency and Goodwill Industries of the Redwood Empire (GIRE) was approved to hold Agency-sponsored E-waste Collection Events. The recommendation to partner with GIRE included staff's perception that GIRE would pay \$0.25/lb for CRTs collected at the events. During the first meeting after the execution of the agreement to discuss the E-waste event schedule, Agency staff was made aware that an error was made in staff's

reading of GIRE's proposal. GIRE's proposal offered ".025 per pound" to the Agency for CRTs collected at the events not \$0.25/lb. as indicated in the staff report. The contract, however, had the correct amount of \$0.025/lb. At the November 28, 2007 Agency Board meeting, Ernie Carpenter, GMRS, reported the error and the situation was discussed. The Board requested that staff agendaize this item for the January 2008 meeting for the Board to discuss issuing another RFP and possibly terminating the existing Agreement.

Two possible options are: (1) Give 10 day notice to terminate the existing Agreement and issue a new RFP. (2) Issue a new RFP and deliver termination notice at the time of the new agreement award.

Jennifer Swift, GIRE, said the e-waste events that had taken place in January had been a great success.

Ernie Carpenter, GMRS, said he didn't have an issue with Goodwill and the re-bidding process. He said he believed that negotiations continued between staff and Goodwill before the contract was signed and that the contract changed drastically.

Mark Ihde, GIRE, said he supports the opportunity to submit a new proposal based on the new criteria. And he is pleased that there is an evaluation criterion that is very clearly delineated on this proposal. There was not any discussion going on between the County and Goodwill prior to the signing of the contract. Any discussions and changes to GIRE's compensation to the Agency occurred after the mistake was discovered, and was an effort to mitigate the loss of compensation.

Phil Demery, County of Sonoma, said it makes sense to re-bid as staff made a recommendation on the misunderstanding of ".025". Although there wasn't a quantifiable evaluation scoring criteria involved in the selection, the \$0.25 or \$0.025 was probably a major factor in that selection. The fact the interpretation of the amount was incorrect is a good reason to re-bid.

Secondly, it isn't only about the potential revenue to the Agency, customer service has to be a high priority in the selection. What staff has attempted to do is provide a quantifiable evaluation criteria that focuses on, not only providing revenue to the Agency, but more importantly customer service. The evaluation criteria will be clearly outlined in the new bidding process. It will also assure all of the proposers of a fair process. If the Agency were to accept Option 1 or Option 2, perhaps one of the Board members would like to be part of the evaluation as well.

Dave Brennan, Sebastopol, asked the Board to consider awarding the contract to more than one proposer.

Dell Tredinnick, Santa Rosa, said the RFP would need to be revised to reflect more than one vendor, possibly multiple vendors.

Tim Smith, Chair, asked Agency Counsel if the RFP would have to be worded in a way that asks the proposers if they are willing to participate only if it's awarded to an exclusive vendor, or if they'd be willing to participate if it was going to be awarded to more than one vendor.

Janet Coleson, Agency Counsel, said adding multiple vendors would complicate the process.

Vince Marengo, Petaluma said he felt that more than one service provider would complicate the process. And that he agreed with Option 2.

Chair Smith, asked to table this motion for now and asked if there was a motion as to whether to proceed with exclusivity. He recalled Agency Counsel saying the Agency could have an exclusive contract with a vendor, but could not prevent other vendors from coming into the County and holding e-waste events.

Christa Johnson, Windsor, said she was in favor of Option 2, and awarding the contract to one vendor. She said she didn't think a Board member needed to be part of the process, but that staff could evaluate the proposals and present the Board with their recommendations.

**Chair Smith made a motion to proceed with sending the RFP out on an exclusive basis. Stephen Barbose, Sonoma, seconded. Cloverdale and Cotati absent. Motion approved.**

Chair Smith, brought forth the motion that had been tabled prior.

**Stephen Barbose, Sonoma, made a motion for Option 2. Marjie Pettus, Healdsburg, seconded. Cloverdale and Cotati absent. Motion passed. Staff will bring full proposals and recommendations back to the Board.**

## **10.2 SPANISH ECO-DESK EVALUATION**

Karina Chilcott explained that this item is a request to amend the current contract with C2 Alternative Services to conduct the pilot Spanish-language Eco-Desk pilot project. The current \$40,000 contract, paid with used oil grant money and from education, expires on March 31, 2008. The amendment would extend the agreement until June 30, 2008 to correspond with the fiscal year. No additional cost is being requested for this extension.

The Agency has been very pleased with the contractor, C2 Alternative Service, who have employed the services of Hugo Mata for this pilot project. Mr. Mata should be acknowledged for his outreach creativity and for leveraging his contacts in the Spanish-speaking community to benefit the Agency's programs.

Under the pilot project, budgeted tasks included answering Spanish-speaking hotline calls, reviewing resources, and promoting the hotline.

**Stephen Barbose, Sonoma, made a motion to approved staff's recommendations. Dell Tredinnick, Santa Rosa, seconded. Cloverdale and Cotati, Absent. Motion approved.**

## DIVERSION

### **11.1 PLASTIC BAG REPORT**

Karina Chilcott said this is an informational item about AB2449 the At-Store Carryout bag recycling law, established July 2007 which requires that many California grocery stores and retailers establish plastic bag recycling programs.

AB2449 is a program administered by the California Integrated Waste Management Board which requires stores to file annual reports about the volume of plastic bags collected by April 1 of each year.

Several cities in Sonoma County are becoming proactive about the plastic bag issue including Healdsburg and Petaluma. The City of Healdsburg has written a letter to their local stores requesting plastic bag collection, transportation and recycling records by February 8, 2008. In addition, Healdsburg has formed an Ad-Hoc Bag Committee to research the issue. Similarly, the City of Petaluma is considering a ban on plastic carryout bags, including compostable bags.

The single-stream material from Petaluma's residential program is being transported to CWS (California Waste Solutions) in Oakland. Petaluma's commercial single-stream is going to Surfit-Stone also in Oakland. The plastic bags are then sold to a broker, Mings Recycling or Universal Plastics for markets in China. The recovery rate for recyclable plastic bags recovered at the CWS materials recovery facility is 30-40%.

In comparison, according to CWS the recovery rate for plastic bags collected by grocery stores is 95%. According to the report "What's in Store for Plastic Bags?" most plastic bags processed domestically go to the manufacturing of wood/plastic composite lumber. The largest manufacturer of wood/plastic composite lumber in North America is Trex. According to recent discussion with Trex's senior buyer, their feedstock comes from grocery store collection.

Vince Marengo, Petaluma, thanked staff for the report and said he is 100% behind this program.

Stephen Barbose, Sonoma requested that staff give the Board periodic updates on what's happening with the cities.

Tim Smith, Chair, said that with creek and stream clean-ups, plastic bags are a huge problem. A countywide ordinance at the Agency level makes more sense.

Chair Smith asked for public comments.

Mike McQuire, City of Healdsburg Council Member, said Healdsburg is looking at a ban on plastic bags. The city is asking the nine cities in the County to ask their garbage haulers for curbside recycling for plastic bags.

Janet Coleson, Agency Counsel, said her firm represents the City of Fairfax and before the Agency considers a countywide ban she would like to give the Board members more information.

Stephen Barbose, Sonoma, said he'd like to revisit the need for the Agency to take a lead on plastic bag ban.

## **12. BOARDMEMBER COMMENTS**

**Christa Johnson, Windsor, said she would like to propose a proclamation for Ken Wells acknowledging his many years of service to the Agency. Dell Tredinnick, Santa Rosa, seconded. Motion approved.**



Stephen Barbose, Sonoma, said Whole Foods is having an e-waste event in Sonoma on January 26<sup>th</sup>.

Chair Smith, thanked Lisa Steinman for helping him to prepare his report on Sonoma County Universal Waste Tracking for the California Product Stewardship Council.

**13. STAFF COMMENTS**

Patrick Carter said that along with the plastic bags, another item staff researched on behalf of the City of Sebastopol is polystyrene, styrofoam, plastic food service ware, coffee mugs. The report was given to Sebastopol's City Council and can be agendized for a future meeting.

Christa Johnson, Windsor, said she would like information on other cities success with the ban.

Lisa Steinman said in an effort to accommodate the Town of Windsor, the CTC's held there would be extended an extra hour. Also, she had planned to present a staff report on Extended Producer Responsibility Implementation Plan Report in January but nothing had changed so the report will be presented at the February meeting.

Patrick Carter said that the CIWMB had recently gone through an organization and Pamela Kelly and Kaoru Cruz who are our new Local Assistance contacts were present at this meeting.

Kaoru Cruz, CIWMB, gave a brief introduction about her role with the CIWMB.

**14. ADJOURN**

Meeting adjourned at 11:17 a.m.

Respectfully submitted,  
Elizabeth Koetke

Distributed at meeting:  
Compost Allocations for 4<sup>th</sup> Quarter of 2007  
SCC Monthly Allocations for November 2007  
Report and table from CIWMB member Kaoru Cruz