

# **Mono County Solid Waste Task Force Bylaws**

## **ARTICLE I**

### **Legal Authority and History**

The Mono County Solid Waste Task Force (SWTF) shall be the Local Task Force as required by California Public Resources Code Section 40950. A seven member solid waste task force was originally established by the Mono County Board of Supervisors in January, 1990 and confirmed by the Town of Mammoth Lakes in April, 1990. In November 1999, the Mono County Board of Supervisors established an eight member solid waste task force, with subsequent ratification by the Town Council. Membership has been modified several times since then to reflect emerging stakeholders and personnel changes.

## **ARTICLE II**

### **Purpose**

The purpose of the SWTF is to allow various government agencies, solid waste haulers, and other stakeholders to discuss issues and topics of mutual interest. To the extent that a consensus can be reached among the membership, the SWTF may offer suggestions to the Board and Council on matters relating to municipal solid waste and hazardous waste management, operation and maintenance of the landfills and transfer stations within the County and the Town, and other facilities related to the County and the Town's solid waste disposal system.

## **ARTICLE III**

### **Duties**

The SWTF shall meet at least on a quarterly basis to discuss and make recommendations to the Board and Council regarding management of the County and Town's solid waste disposal systems. These recommendations and other duties shall consist solely of and pertain solely to:

1. Advise jurisdictions responsible for the Source Reduction and Recycling Element, Household Hazardous Waste Element and Non-Disposal Facility Element preparation, and review goals, policies, and procedures for jurisdictions, which, upon implementation, will aid in meeting the solid waste management needs of the county, as well as the mandated source reduction and recycling requirements of [Public Resources Code section 41780](#).
2. Assist jurisdictions in the implementation of the SRRE, HHWE, and NDFE.

3. Provide technical guidance and information regarding source reduction, waste diversion, and recycling to local jurisdictions during preparation and revision of the SRRE, HHWE and NDFE. Such information may be presented to the general public at public hearings and upon request by members of local government and community organizations.
4. Identify solid waste management issues of countywide or regional concern.
5. Determine the need for solid waste collection and transfer systems, processing facilities, and marketing strategies that can serve more than one local jurisdiction within the region.
6. Facilitate the development of multijurisdictional arrangements for the marketing of recyclable materials.
7. To the extent possible, facilitate resolution of conflicts and inconsistencies between or among city and county source reduction and recycling elements.
8. The task force shall develop goals, policies, and procedures which are consistent with guidelines and regulations adopted by CalRecycle, to guide the development of the siting element of the countywide integrated waste management plan.

**ARTICLE IV**  
**Composition and Voting**

**Section I—Membership**

The SWTF shall be composed of ten voting members and one non-voting member, according to the following affiliations:

Voting Members:

1. Solid Waste Superintendent for Mono County
2. Public Works/Solid Waste Representative from the Town of Mammoth Lakes
3. Representative from D&S Waste Removal, Inc.
4. Representative from Mammoth Disposal, Inc.
5. Representative from Sierra Conservation Project
6. Representative from Mammoth Mountain Ski Area
7. ~~Representative from Mammoth Community Water District~~ ~~Public-At-Large-North County~~
8. Public-At-Large ~~South County~~
9. Representative from the Construction Industry
10. Representative from the Lodging Industry

**Comment [A1]:** Holler Comment: Town Manager or Appointee

11. Public at Large

Non-Voting Member:

1. LEA Program Manager/Mono County Health Department

**Section II—Terms of Office**

Voting members 1-~~6~~7 and Non-Voting Member 1 shall enjoy perpetual membership to the SWTF. The appointed representatives shall be controlled by the individual organizations they represent, and may change from time to time.

Voting members ~~7~~8-11 have two-year terms, which can be renewed without limit. These members shall be recruited and recommended by the current SWTF, and shall be formally appointed by both the Board and the Council. Members 7-11 shall not be employed by, or be elected or appointed officials of the Town of Mammoth Lakes or the County of Mono. No appointment of any member in these categories shall be made without the consent and concurrence of both the Board and the Council.

**Section III—Voting Privileges**

Each voting member of the SWTF shall be entitled to one vote on all issues presented at regular and special meetings at which the member is present.

**Section IV—Committees of the SWTF**

The SWTF may establish such ad hoc, standing, or technical advisory committees as needed to carry out the purpose of the SWTF, and to provide input on solid waste management issues from various areas of expertise.

**ARTICLE V**

**Meetings**

**Section I—Time of Meetings**

The SWTF shall meet regularly, at least quarterly, at a time and place to be fixed by the SWTF, and shall hold special meetings which, from time to time, shall be called by the Chair. Meetings shall be open to the public. Meetings shall be held in accordance with the Ralph M. Brown Act, Government Code Section 54950 et seq. (Brown Act).

**Section II—Conduct of Meetings**

A. ~~Seven~~**Five** members constitute a quorum for the transaction of business at any meeting of the SWTF. If fewer than ~~five~~**seven** members are present at a meeting, those members present may adjourn the meeting from time-to-time without further notice.

B. In the event that the SWTF convenes a meeting with at least ~~five~~**seven** and no more than ~~nine~~**seven** members, the act of ~~three~~**five** affirmative votes shall be the act of the SWTF. In the event the SWTF convenes a meeting with ~~10~~**8** or more members, the act of a majority of voting members present shall be the act of the SWTF

**Comment [A2]:** Holler comment: 4 minimum, or simple majority.

**Comment [A3]:** Stated above

~~C. All meetings shall be conducted in accordance with the Brown Act.~~

## ARTICLE VI Officers and Duties

### Section I—Officers

The officers of the SWTF shall be the Chair, the Vice-Chair and the Clerk.

### Section II—Appointment of Officers

The Chair shall be the Solid Waste Superintendent of Mono County. The Vice-Chair shall be the Representative from the Town of Mammoth Lakes. The Clerk shall be appointed by the Chair, accepted by the appointee, at the beginning of each meeting of the SWTF. The Chair or Vice-Chair may serve as the Clerk as necessary.

### Section III—Duties

- A. The Chair shall preside at all meetings and is entitled to vote on all issues.
- B. The Vice-Chair shall preside in the absence of the Chair.
- C. In the event the Chair and Vice-Chair are both absent at a meeting for which a quorum is present; those members in attendance shall elect an ad hoc Chair for that meeting.
- D. The Chair calls regular meetings of the SWTF, prepares and distributes the agenda, and may call special meetings of the SWTF and may establish ad hoc committees as needed from time to time.
- E. The Clerk shall keep minutes of the SWTF meetings, which are provided to and distributed by the Chair.

## ARTICLE VII Removal and Addition of Members

All members shall serve at the pleasure of their appointing authorities and such authorities may remove or replace their appointee at any time. Any vacant position shall be filled in the same manner as the original appointment.

Any member who fails to attend three consecutive regular meetings of the SWTF without previous notice or excuse shall automatically vacate his or her position.

**ARTICLE IX**  
**Amendments to the Bylaws**

These Bylaws may be added to, amended, or repealed. Adoption of new or amended Bylaws, or repeal of Bylaws, shall be recommended to the Board of Supervisors and Town Council by a majority vote of the members of the SWTF at any regular or special meeting called for that purpose, at which a quorum is present. All amendments to the Bylaws, after approval by the SWTF, shall be effective only upon approval of the Board and Council.