

**Draft****MARIN COUNTY HAZARDOUS & SOLID WASTE  
MANAGEMENT JOINT POWERS AUTHORITY**

Board of Directors Meeting  
 Thursday June 23, 2011  
 Marin Municipal Water District.  
 220 Nellen Avenue, Corte Madera

## MINUTES

**MEMBERS PRESENT**

Debra Stutsman, San Anselmo (Chair)  
 George Rodericks, Belvedere  
 Matthew Hymel, County of Marin  
 Gary Broad, Ross  
 Adam Polizter, Sausalito  
 Michael Rock, Fairfax  
 Dan Schwarz, Larkspur  
 Jim McCann, Mill Valley  
 David Bracken, Corte Madera  
 Michael Frank, Novato

**Members Absent**

Margaret Curran, Tiburon  
 Nancy Mackle, San Rafael

**STAFF PRESENT**

Michael Frost, JPA Staff  
 Steve Devine, JPA Staff  
 Kiel Gillis, JPA Staff  
 Alex Soulard, JPA Staff  
 Jeff Rawles, DPW Consultant

**OTHERS PRESENT**

Patty Garbarino, Marin Sanitary Svc.  
 Jon Elam, Local Task Force  
 Jim Iavarone, Mill Valley Refuse Svc.  
 Dee Johnson, Novato Sanitary Dist.  
 Bradley Mark, San Rafael Fire

Call to Order The JPA Board meeting came to order at 9:02 AM.

1. Approval of JPA Board Minutes from January 27, 2011 and March 24, 2011

Staff made corrections to the Minutes of January 27, 2011. No comments were received from the public. M/s Rodericks, Broad to approve the minutes from the January 27 and March 24, 2011 JPA Board meetings. The motion passed unanimously.

2. JPA Audit and Financial Statements for year ending June 30, 2010

Staff reviewed the 2010 Financial Statement and Auditors Report as developed by the independent contractor Maher Accountancy which noted no exceptions. No comments were received from the public. M/s Frank, Rodericks to accept the Statement and Report. The motion passed unanimously.

3. FY 11-12 Budget Contract and Fee Schedule Approval

Staff provided the FY 11-12 Budget as recommended by the Executive Committee. Staff reviewed the Administration, Zero Waste, Household Hazardous Waste, and Tipping Fees budget centers. Matthew Hymel asked staff to identify the budgeted level of service to be provided at the HHW Facility in San Rafael. Staff identified the facility will be open to residents Tuesday through Saturday from 8am to 4pm, and that the Sharps program with \$66,000 budgeted will be transferred as a contract to the Marin County Environmental Health Division who will administer the program. Jon Elam asked staff to identify the fund center associated with supporting the JPA Local Task Force (LTF). Staff identified support

comes from both the Administration and Zero Waste centers. M/s Rock, Hymel to approve the proposed Budget and Fee Schedule. The motion passed unanimously.

#### 4. Zero Waste Tool Kit Acceptance

Staff reviewed the final draft of the Zero Waste Toolkit as developed by the JPA contractor R3 Consulting Group. Staff identified the draft had been presented to the LTF and Executive Committee which has recommended the document to the Board for approval. Staff reported there are funds remaining in the contract that will be used for construction and demolition (C & D) recycling facility certification, which is part of the tool kit. R3 representative Richard Tagore-Irwin summarized the document and fielded questions from the Board. No comments were received from the public. M/s Hymel, Politzer motion to accept the Zero Waste Tool Kit. The motion passed unanimously.

#### 5. Local Task Force Position Vacancy/Appointment

Staff reported on the LTF vacancies created by Judy Shriebman and Tamara Hull. Staff reported that during the May 26, 2011 Executive Meeting, members recommended Mr. Greenfield to the Special District position, with Judy Shriebman as an alternate. Staff recommended the Board appoint Jennie Pardi to the vacant Environmental seat, and eliminate her current alternate position. Dan Schwartz asked staff to identify any bylaws regarding the LTF appointments, open position notification requirements and of any negative feedback received or expected from this proposed appointment. Staff identified there was no notification requirement but all sanitary districts are notified via agenda posting of seat openings. Staff also indicated that seat positions continue to be fluid on the LTF board as Staff has supported individuals willing to volunteer time to the advisory group. Jon Elam identified challenges experienced in the past by the LTF, and that the new membership, to include Mrs. Pardi and Mr. Greenfield has only been beneficial to the LTF success. M/s Hymel, McCann to appoint Russ Greenfield to the Special District seat, with Judy Shriebman as alternate. Also that Jennie Pardi be appointed to the Environmental seat and to the Environmental Alternate seat. The motion passed unanimously.

#### 6. JPA Chair and Vice Chair Appointments

Staff identified that the JPA Agreement requires a composition of members to fill specific seats within the Board and shared recommendations made at the February 24, 2011 Executive Committee meeting. M/s Frank, Hymel to nominate George Rodericks as JPA Board Chair, and Michael Rock as JPA Board Vice-Chair. The motion passed unanimously.

#### 7. Open Time

Staff introduced the newly appointed Waste Management Division Program Manager, Steve Devine. Staff also identified that during a recent audit by the State regarding an infrastructure grant awarded three years ago, that the auditor noted an exception in his draft report in which staff will be responding. Next scheduled Executive Board Meeting to be held on Wednesday, July 20, 2011. Next scheduled JPA Board Meeting has yet to be scheduled.

#### 8. Adjourn.