

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

Executive Committee  
 Friday, March 18, 2011  
 3501 Civic Center Dr. Rm #404  
 San Rafael, CA 94903

**MINUTES****MEMBERS PRESENT**

Debra Stutsman, San Anselmo (Chair)  
 George Rodericks, Belvedere  
 Jim Schutz, San Rafael  
 Matthew Hymel, County of Marin

**OTHERS PRESENT**

Christopher Gray, City of San Rafael  
 Dave Della Zoppa, Mill Valley Refuse

**STAFF PRESENT**

Michael Frost, JPA Staff  
 Alex Soulard, JPA Staff  
 Eric Lueder, JPA Staff  
 Kiel Gillis, JPA Staff  
 Jeff Rawles, DPW

Call to Order The Executive Committee meeting came to order at 10:30AM.

1. Household Hazardous Waste Facility Budget Adjustment and Reduced Hours of Operation. Staff provided a brief review on the history of the San Rafael Household Hazardous Waste Facility (HHWF) describing the facility staffing by Marin Sanitary and facility oversight provided by the facility's permit holder, the City of San Rafael Fire Department. Staff stated that there had been cost overruns for the past few years which resulted in a budget deficit. Staff presented three options to address the fiscal issue. Jim Schutz requested clarification on items A and B in regards to funding. Staff identified that both options A and B would defer the facility costs onto the following year through borrowing and increased tipping fees.

Matthew Hymel identified that the existing service offered 6 days a week is much greater when compared to other Bay Area facilities. Mr. Hymel also noted that operating at only three days a week is still at a level of service higher than other facilities and that public safety should not be compromised if hazardous materials are stockpiled for disposal during the next fiscal year. Christopher Gray discussed at length his recent visit to the facility which he noted several service deficiencies the Fire Department was previously unaware of. Mr. Gray noted that during his visit he found; facility customers were often business owners were representing themselves as Marin County residents and were making multiple trips to the facility, no educational materials were provided regarding less toxic alternatives, facility staff was not consolidating shipments, and that over \$100,000 per year is paid for scheduled staff overtime at the facility. Mr. Gray suggested the City of San Rafael could have a greater level of involvement and enforcement to address these issues which would reduce overall

costs. He identified an ability to work with waste haulers to address their limited storage capabilities while ensuring public safety and suggested a door to door service be available.

Mr. Hymel stated that accounting practices of fees assessed at the facility should be evaluated. Staff reported that Marin Sanitary Service (MSS) expressed concern over reduced facility hours contributing to illegal dumping on Jacoby Street, wanted to ensure HHWF staff are being paid a fair market rate, and wanted to resume regular business hours as soon as possible. Jim Schutz stated that MSS would be willing to use their funds on a short term basis to maintain staff levels and to keep the HHW program operating. M/s Hymel, Rodericks to recommend adoption of Option B to the full JPA Board to reduce the San Rafael HHW Facility hours of operation from six to three days per week, allow the HHWF to stockpile materials as long as they do not present a public safety concern, and have the JPA Budget Subcommittee work with City of San Rafael staff on an ongoing solution. The motion passed unanimously.

2. Set Full JPA Board Meeting for 9:00 AM at MMWD Board Room, 220 Nellen Avenue, Corte Madera, on March 24, 2011. Members agreed on a 9:00 AM JPA Board meeting.
3. Open Time. No comments were received.
4. Next scheduled Executive Board Meeting to be held on Wednesday, April 20, 2011.  
Next scheduled JPA Board Meeting to be held on Thursday, March 24, 2011 and Thursday, May 26, 2011.
5. Adjourn.