

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

Executive Committee  
 Thursday, April 26, 2012  
 Marin Municipal Water District  
 220 Nellen Ave, Corte Madera

MINUTES

**MEMBERS PRESENT**

George Rodericks, Belvedere (Chair)  
 Nancy Mackle, San Rafael  
 Matthew Hymel, County of Marin  
 Michael Rock, Fairfax  
 Michael Frank, Novato

**STAFF PRESENT**

Michael Frost, JPA Staff  
 Alex Soulard, JPA Staff  
 Steve Devine, JPA Staff  
 Kiel Gillis, JPA Staff

**OTHERS PRESENT**

Neil Roscoe, Marin Sanitary Svc.  
 Kim Scheibly, Marin Sanitary Svc.  
 Steve Rosa, Marin Sanitary Svc.  
 John Lippitt, San Rafael Fire  
 Courtney Bell, San Rafael Fire  
 Andy Campbell, Renew Computers  
 Adam Politzer, Sausalito  
 Dan Schwarz, Larkspur  
 Jim McCann, Mill Valley  
 Linda Dahl, Marin County Parks  
 David Green, JPA LTF  
 Jon Elam, Tamalpais CSD

**Call to Order**

The Executive Committee meeting came to order at 09:05AM.

1. **Approval of Executive Committee Minutes from October 27, 2011**

M/s Frank, Hymel to approve the October 27, 2011 Executive Committee minutes. The motion passed unanimously.

2. **FY 12-13 Budget Process, Budget Sub-Committee Recommendation and Fee Schedule**

Staff reported on the FY 12-13 Budget process, which included three budget centers (Administration, Household Hazardous Waste, and Zero Waste) and included the Budget Sub-Committee recommendation and fee schedule. Staff report on a 61% reduction of waste entering Redwood Landfill largely due to Sonoma County waste going elsewhere which resulted in a shift in costs to most local haulers. Staff reported that an option to include \$50,000 in the Administration budget had been included in the budget package for development of a model single use bag ordinance and associated CEQA analysis. However, Staff noted that the Budget Sub-Committee had not endorsed the allocation, but agreed it should be brought before the Executive Committee for consideration. Mr. Hymel requested clarification on the proposed \$50,000 administration allotment. Staff noted that the \$50,000 amount was developed based on the experience of the West Contra Costa JPA retaining a contractor for similar work. Mr. Elam expressed concern regarding the JPA having to fund an environmental review for a bag ordinance, but noted that the JPA is the best candidate to develop and promote an ordinance. He asked if the Zero Waste Grants or another funding source could be earmarked for the ban as well. Staff responded by noting that many of the JPA Member Agencies are interested in instituting a plastic bag ban yet are waiting for the results of the pending lawsuits, except the County and Town of Fairfax that already have approved bans. Ms. Mackle noted that the benefit of coordination of environmental review by the JPA makes adoption of bag bans by each member agency more efficient. Mr. Green expressed concern with the contingency reserve portion of the proposed JPA budget. Staff and Mr. Rock identified past issues with market volatility that made the reserves necessary. Mr. Hymel also noted mid-year cost overruns which called for expenditure reductions to be made in Household

Hazardous Waste Facility operations. Mr. Roscoe provided a statement from Marin Sanitary Service in response to information presented in the Agenda Report, noting that the HHW facility is operating within budget. Returning to the issue of a single use bag ordinance, Mr. Frank asked if the JPA should postpone action until more clarity on a possible statewide bag ban is available and questioned whether the funding would be an optional 6.2 or a required 6.1 program. Staff stated the JPA would need to make that determination. Mr. Hymel proposed having the Marin County legal staff provide a review of the pending bag ban litigation, both locally and statewide. Staff also noted that if the funding was not approved as part of the normal FY 12-13 budget, a mid-year adjustment would be necessary and that no matter what, the JPA as the lead agency on the bag analysis could potentially be named in a lawsuit. M/s Mackle, Rock to remove the \$50,000 ban analysis funds from the proposed FY 12-13 budget with the understanding that other funding options may be available and form a subcommittee to explore a single use bag ordinance coordinated by the JPA. The subcommittee will consist of Ms. Mackle and Mr. McCann. The motion passed unanimously.

3. Bulb and Battery Contract Signature Authority

No Public comment was received. M/s Rock/ Hymel to recommend the JPA Board authorize the Chair signature authority to enter into an HHW service contract, not to exceed \$40,000, pending budget approval. The motion passed unanimously.

4. Bulb and Battery Program Retail Agreement Signature Authority

No Public comment was received. M/s Rock/ Hymel to recommend the JPA Board authorize the Executive Director to enter into Retail Agreements with the participating Bulb & Battery retail locations. The motion passed unanimously.

5. Audit and Financial Statements for Year Ending June 30, 2011

No Public comment was received. M/s Rock/ Hymel to recommend the JPA Board accept the financial statements and auditors report for year ending June 30, 2011. The motion passed unanimously.

6. Open Time

No public comment was received.

7. Staff Report on Recent and Ongoing Activities

Staff provided a report on recent and ongoing activities, which included; Staff coordination of a home composting workshop and raffled off a free compost bin at the event, the County of Marin partnered with Conservation Corps North Bay to provide eco-station recycling bins and staff at the Marin Earth Day Festival on April 21st through use of the FY 10-11 Zero Waste Grant Funds, and staff will make a presentation on the JPA funded Sharps Program at the Extended Producer Responsibility workshop taking place on May 11 hosted by Marin Sanitary Service. Staff reminded members that the FY 11-12 Zero Waste Grant Applications are due May 15<sup>th</sup>, FY 10-11 Zero Waste Grant Final Reports are due May 30, and Staff is available should Grant recipients have questions.

8. Next scheduled JPA Board Meeting to be held on Thursday, May 24, 2012

9. Adjourn.