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DRAFT

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

Board Meeting
Thursday, May 24, 2018
Central Marin Police Authority
250 Doherty Drive, Larkspur
9:00 – 10:00 AM

MINUTES

MEMBERS PRESENT

Christie Alilovich, City of San Rafael
Regan Candelario, City of Novato
Greg Chanis, Town of Tiburon
Todd Cusimano, Town of Corte Madera
David Donery, Town of San Anselmo
Dan Eilerman, County of Marin
Jim McCann, City of Mill Valley
Adam Politzer, City of Sausalito
Dan Schwarz, City of Larkspur
Garrett Toy, Town of Fairfax

MEMBERS ABSENT

Joe Chinn, Town of Ross
Craig Middleton, City of Belvedere
Jim Schutz, City of San Rafael

STAFF PRESENT

Steve Devine
Ernest Klock
Casey Poldino
Judith Silver

OTHERS PRESENT

Cory Bytof, City of San Rafael
David Catalinotto, San Rafael Fire
Greg Christie, (LTF) Bay Cities Refuse
Alice Cochran, (LTF) City of San Rafael
Dave Della Zoppa, Mill Valley Refuse
Sam Ferrero, CalRecycle
Renee Goddard, (LTF) Ross Valley Cities
Jim Iavarone, Mill Valley Refuse
Dee Johnson, (LTF) Novato Sanitary Dist.
Garen Kazanjian, Recology
Rose Radford, R3 Consulting
Garth Schultz, R3 Consulting

Minutes

1. Open Time for Public Comment
No Public comments were tendered.

2. Approve the January 25, 2018 JPA Board Meeting Minutes

3. Approve the April 26, 2018 JPA Executive Committee Meeting Minutes

Motion: by Mr. Eilerman to approve the January 25, 2018 minutes and the April 26, 2018 minutes. Second: by Mr. Donery. Vote: Unanimous.

Consent Agenda

4. Appointment to the Southern Marin Cities and Towns Seat on the Local Task Force

5. Appointment to the Southern Marin Cities and Towns Seat of the Executive Committee

6. Receive and File Marin Household Haz Waste Program Fiscal Year 2016/17 Report
No Public comment was tendered. Motion: by Mr. Chanis to approve the Consent Calendar. Second: by Mr. Eilerman. Vote: Unanimous.

Regular Agenda

7. Presentation by R3 Consulting on Material Flow and Capacity Analysis Project

Mr. Devine provided a brief summary of the Board approved project and introduced Garth Schultz from R3 Consulting, who presented the final report on the project. Mr. Toy requested that JPA staff follow up with a discussion at a future meeting on a coordinated approach to address landfill capacity issues. Mr. Devine discussed the possibility of having staff from Redwood Landfill and/or County Environmental Health Services attend the meeting to discuss the future of the landfill facility. Information item only, no action taken.

8. Report on Activities from the JPA Local Task Force

Mr. Devine introduced members of the JPA Local Task Force (LTF): Dee Johnson from the Novato Sanitary District, Renee Goddard representing the Ross Valley Cities, and Alice Cochran from the City of San Rafael. He also stated that the JPA LTF had recently elected Ms. Johnson as Chair and Ms. Goddard as Vice Chair. Mr. Devine made note of issues the LTF has been working on such as their newly drafted attendance policy and an Organics Subcommittee. Ms. Johnson expressed interest in having the LTF have more inclusion in the decision-making process regarding Board items and suggested perhaps having one member have a role in that process. Information item only, no action taken.

9. Update LTF Procedures to Reflect New Attendance Policy and Length of Terms

Mr. Devine gave a brief summary of the JPA LTF's newly drafted Section 6 of the draft policy regarding attendance. Habitual lack of attendance by certain members has caused an issue with a lack of quorum. And, currently, the policy has no restriction on term length. The proposal language includes a three-year term limit. Additionally, the updated documents require that LTF members unable to participate in less than 50% of the most recent ten meetings. After discussion by the Board about modifying the proposed language to make it effective entirely prospectively, the following action was taken:

Motion: Mr. Eilerman moved to approve the update to LTF procedures to reflect the new attendance policy and length of terms. Second: by Mr. Politzer. Vote: Unanimous. No Public comment was tendered.

10. Fiscal Year 18/19 Budget

Mr. Devine presented the two Fiscal Year 18/19 Budget options to the Board, Option A and Option B. Board discussion focused on a budget option that would preserve the Zero Waste Grant program – and not suspend it for a year in exchange for funding other potential programs. Additionally, the Board discussed removing from Option B funding, that would only be available with extra Board approval, for contingency labor should it be necessary to maintain operations. After extensive discussion by the Board, the following action was taken:

Motion: Mr. Schwarz made a motion to approve Option B of the Fiscal Year 18/19 Budget, with the removal of \$88,000 for a contingency labor to backfill potential staff vacancies. Second: by Mr. Chanis. Vote: Unanimous. No public comment was tendered

11. Delegate Signature Authority to the Executive Director for Contracts Exceeding \$50,000 After discussion by the Board, the following action was taken:

Motion to approve to delegate signature authority to the Executive Director for contracts exceeding \$50,000 with the exception of items 5 and 6. Second: Dan Eilerman. Vote: Unanimous. No public comment was tendered.

12. Elect FY 18-19 Board Chair and Vice Chair

Dan Eilerman nominated Ms. Alilovich for Chair and Mr. Chanis for Vice Chair. After discussion by the Board, the following action was taken:

Motion: by Mr. Schwarz to elect Ms. Alilovich for Chair and Mr. Chanis for Vice Chair. Second: by Mr. Politzer. Vote: Unanimous.

13. Appoint Two Member Subcommittee to Assist with the Disaster Debris Plan

No action taken.

14. Appoint Two Member Subcommittee to Assist with the Zero Waste Plan Project

No action taken.

15. Adjourn

Recommendation

Adopt a Motion adopting the minutes.

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____