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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board of Directors Meeting - Minutes

Thursday, September 21, 2023

8:45 A.M – 9:45 A.M

Hybrid: 922 Machin Avenue, Womack Conference Room, 2nd Floor, Novato

MEMBERS PRESENT

Adam Wolff, Corte Madera
Cory Bytof, City of San Rafael (Alt.)
Christa Johnson, Ross
Dan Eilerman, County of Marin (Alt.)
Dan Schwarz, Larkspur
Greg Chanis, Tiburon
Gretchen Schubeck, Novato (Alt.)
John Stefanski, San Rafael (Alt.)
Todd Cusimano, Mill Valley

MEMBERS ABSENT

Adam McGill, Novato
Anthony Boyd, Belvedere (Alt.)
Catie Thow Garcia, Sausalito (Alt.)
Chris Zapata, Sausalito
Christine Alilovich, San Rafael
David Donery, San Anselmo
David Woltering, Ross (Alt.)
Heather Abrams, Fairfax
Jessica Deakyne, Novato (Alt.)
Matthew Hymel, County of Marin
Robert Zadnik, Belvedere

STAFF PRESENT

Amy Kolnes
Andrew Shelton
Casey Fritz
Kimberly Scheibly
Melody Mitchell

OTHERS PRESENT

Dale McDonald, LGVSD
Dee Johnson, Novato Sanitary
District
Kelsey Brewer, Marin RCD
Meilin Tsao, Recology
Justin Wilcock, Marin Sanitary
Service

Call to Order

1. Remote Public Participation Instructions

Information only.

2. Open Time for Public Comment

No public comments were tendered.

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Consent Calendar

3. JPA Board Meeting Minutes from August 17, 2023

Motion to approve the JPA Board Meeting Minutes from August 17, 2023.

Motion: Dan Eilerman. Second: Christa Johnson. Vote: Unanimous.

Regular Agenda

4. Executive Director Update

Executive Director Kimberly Scheibly delivered the update. Staff is in the process of hiring. They have completed round one interviews for the Senior Planner position for the HHW Program, and round one for the Waste Management Specialist position. Staff has applied for a HHW grant, which would expand the Marine Flare Takeback Program. They had their first Takeback Event in Sausalito, which was very successful. This proves that there is a definite need for this event, and this would require a \$100,000 regional grant so that they may be able to hold at least two more Takeback Day Events. At the next meeting, she will need to bring to the Board a resolution of approval from the JPA Board, so that they may move the process of the grant forward.

In the essence of time, they will be contracting with Agromin which produces organic compost and mulch. They have a lot of experience working with many municipalities to meet their SB 1383 compliance targets. The pros of working with Agromin right now are, 1) we meet our 30% target by the end of the year; 2) the company does all the heavy lifting (tracking everything in a report and staff just submits it to CalRecycle); 3) it will also give Staff time to develop a robust and sustainable approach to meet the jurisdictional compost procurement needs; 4) gives Staff time to fully utilize the data from Placeworks once it's compiled. Staff understands that there are local needs for compost, so they will be working with WM EarthCare and West Marin Compost on those local needs. The only con is this compost will not be applied in the County of Marin, it will be applied to the Central Valley.

Lastly, Staff will be extending a contract to a new vendor to help build the new Zero Waste Marin website and make it compliant, more user-friendly, and be a resource for the entire County of Marin. To determine the needs of agencies in our communities, she would like to have an ad hoc subcommittee, which will be presented later in the agenda to discuss.

6. Local Task Force (LTF) Update

Fritz delivered the update of the LTF. Staff highlighted that the LTF members should remain up-to-date on relevant trends, laws, and ordinances on a State, regional, and local level to help guide the Board.

7. New Local Task Force (LTF) Appointments

Fritz shared that the Local Task Force has vacant seats open for both haulers/facilities and Special Districts, and Staff would like to recommend that the

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following applicants be approved and added to the Local Task Force as voting members:

Haulers:

- Justin Wilcock, Marin Sanitary Service
- Meilin Tsao, Recology Sonoma Marin

Special Districts:

- Dale McDonald, Las Gallinas Valley Sanitary District
- Garrett Toy, Tamalpais Community Services District

A brief question and answer period was held afterwards.

Motion to approve the applicants and add them to the Local Task Force as voting members.

Motion: David Donery. Second: Eilerman. Vote: Unanimous.

8. Legislation Plan

Scheibly presented the Legislation Platform plan developed by the LTF in October 2009 and approved June 24, 2010. Staff brought this item to the Board to see if there are any recommendations for any suggested changes, and the recommendation for approval of the Executive Director to write letters of support or opposition on matters supported by the Zero Waste Marin Legislative Platform.

A brief comments and questions session was held.

Eilerman agreed with the current Legislation plan. He suggested that Staff bring an update to the Board every December, so that they may get on a calendar year basis for any updates on Legislation.

5. 1383 Local Assistance Grant FY 23/24 (Item moved to between Items 8 and 9 as agreed by the Board)

Scheibly presented the item to the Board. Staff recommends the Board adopt a motion to have Member Agencies sign the Letter of Authorization for grant and payment programs by October 15, 2023.

Scheibly stated she recommends that the grant money be used for infrastructure and not for staff.

A comments and questions session was held afterwards.

Motion to approve Member Agencies sign the Letter of Authorization for grant and payment programs by October 15, 2023, with the provision to assemble a subcommittee between now and the next JPA Board meeting to discuss.

Motion: Cory Bytof. Second: Gretchen Schubeck. Vote: Unanimous.

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9. Ad Hoc Subcommittee Appointments

Scheibly presented the item to the Board. Gretchen Schubeck stated that Novato would be interested in joining a subcommittee, particularly the one for the Local Assistance Grant.

Scheibly confirmed that Jessica Deakyne and Bytof expressed interest in being on the subcommittee.

Dan Schwarz expressed interest in being on the subcommittee.

Todd Cusimano suggested that they merge the two subcommittees into one subcommittee and the Board agreed.

Motion to merge the two Ad Hoc Subcommittees into one and appoint Board Members or Alternates to the Ad Hoc Subcommittee.

Motion: Donery. Second: Johnson. Vote: Unanimous.

10. Suggested Agenda Topics

Scheibly presented the item to the Board and then opened the floor to the Board for any suggested future agenda topics.

Eilerman had a suggestion in regard to SB 1383 for staff to provide an update the status and next steps in advance of the budget process prior to January or February.

11. Adjournment

Next JPA meeting will be on October 19, 2023.

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

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____