

POLICY/PROCEDURE #:	11
SECTION:	Administrative – General
SUBJECT:	Acceptance of Hauled Wastes
DATE:	05/10/2016 (Board Approved)

Purpose

The purpose of this Policy is to identify the types of hauled wastes that the Agency accepts for treatment and processing, and to establish the procedures for receiving the waste materials.

General Procedures

I. **Types of Wastes Accepted**

Portable Toilet: Wastes from portable toilets and similar facilities that are generated and collected in Marin County are accepted at the Agency’s septage receiving facility.

Septic Tank: Wastes from septic tanks and similar facilities that are generated and collected in Marin County are accepted at the Agency’s septage receiving facility.

Recreational Vehicles: Waste from recreational vehicle (RV and motorhome) toilets, sinks, and showers are accepted at the Agency’s septage receiving facility.

Grease Removal Device Waste: Fats, Oils, and Grease (FOG) from food service establishments that is transported through Marin County is accepted at the Agency’s Food Waste/FOG receiving facility.

Food Waste: Commercial food waste collected from restaurants, schools, and other similar type businesses within Marin County, and transported to CMSA by Marin Sanitary Service are accepted at the Agency’s FOG/Food Waste receiving facility.

Liquid Organic Wastes: Liquid wastes from food and beverage manufacturing and/or production facilities are accepted at the Agency’s FOG/Food Waste receiving facility.

Vacuum truck (Vector) Loads: Debris and material removed from a sanitary sewer collection system by a vacuum truck or similar equipment are accepted at the Agency’s vacuum truck receiving facility. See Section VIII below. The other Sections of this document do not apply to vacuum truck loads

No hauled industrial wastes are accepted at CMSA. This specifically includes, but is not limited to, wastes from auto washing or repair oil/water separators, and portable toilet loads contaminated with industrial waste. Wastes from septic tanks serving commercial or industrial facilities are accepted only with prior written approval.



II. Fees and Charges

All fees and charges, except for the food waste tipping fee, are specified in the CMSA Fee Ordinance. Specific charges are adjusted annually based on the current regional EDU service charge rate as outlined in the Ordinance.

A monitoring fee of \$15.00 is assessed for each septage waste load discharged at the wastewater treatment plant. This "per load" fee recovers the Agency's expenses for collecting and analyzing random samples and for other monitoring activities.

The food waste tipping fee is specified in the Food Waste Processing and Disposal Agreement between CMSA and Marin Sanitary Service.

III. Marin County Permit / CMSA Authorized Waste Hauler List

Any truck used to deliver and discharge portable toilet and septic tank hauled wastes at CMSA must have a current permit from Marin County Environmental Health Services.

Each hauler must be on the CMSA Authorized Waste Hauler List prior to discharge of any loads. A hauler will be placed on the list upon request, contingent on verification of Marin County permit(s). A hauler will be removed from the list for serious or repeated violations of CMSA policies, or if their Marin County permit(s) expires.

CMSA shall not receive food waste, FOG, or liquid wastes transported to the Agency in a septage or industrial waste hauling vehicle, unless it can be shown, to the Agency's satisfaction, that the vehicle's storage tank has been properly cleaned to remove all septage and/or similar materials.

IV. Receiving Facilities Hours of Operation

Hauled waste loads are accepted Monday through Friday, during regular business hours, CMSA holidays excluded. CMSA holidays are New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day (July 4), Labor Day, Veterans Day (November 11), Thanksgiving Day and the day after Thanksgiving, and Christmas Day. Waste receiving at any other time is only by advance arrangement.

During rainy weather, haulers should contact CMSA in advance to determine if waste loads are being accepted at the septage receiving facilities. Hauled waste loads are generally not accepted at the septage receiving station during rain events that cause wastewater blending.



V. Delivery Documentation

Hauled waste vehicle drivers must complete a Trucked Waste Record form for each load delivered to CMSA, including the load volume, in gallons. Completed forms shall be left in the administration office before they are granted access to the waste receiving facilities. Each month haulers will be invoiced for disposal fees, based on the information in their completed load forms.

FOG and liquid waste delivery volumes will be verified by volumetric or flow measuring instruments at the receiving station. If there is a discrepancy between the measured volume and the volume stated on the Trucked Waste Record form, facility measurements will be used for invoicing.

VI. Discharge to Manholes Prohibited

Hauled wastes may be discharged only at the CMSA wastewater treatment plant site. Discharge to sanitary sewer manholes in the CMSA service area is prohibited without prior written approval from the specific sanitary district--Ross Valley Sanitary District, San Rafael Sanitation District, or Sanitary District #2.

VII. Discharge procedures

Haulers shall follow the procedures below for discharging each waste load.

- A. All trucks must stop at the designated location on the Agency entrance road, enter the CMSA Administration Building, and complete a Trucked Waste Record form. CMSA office staff will open the facility security gate once the form has been submitted, to allow trucks to proceed through the facility security gate, and follow the yellow road striping to the septage receiving station or the white road striping to the FOG/Food Waste receiving facility.
- B. The delivery vehicle's discharge hose must be able to connect to the 4" diameter female cam lock fitting at either receiving station. Drivers must connect their discharge hose to the fitting.
- C. The hauler shall clean up the receiving station prior to leaving CMSA. At either receiving station, a hose is provided to wash down and clean up the station. Drivers should notify CMSA Operations or Administrative staff prior to leaving the Agency if the receiving station is excessively dirty upon their arrival or if there are other problems experienced during the disposal and clean-up activities.
- D. CMSA staff will collect random samples from waste loads, or if there is an indication of possible contamination with industrial waste. Sample collection is at the sole discretion of CMSA staff. The hauler shall assist CMSA staff in obtaining a representative sample of the waste load.



VIII. Vacuum Truck Loads

CMSA shall only accept vacuum truck loads that are generated by our member agencies that own and operate the wastewater collection systems in central Marin, or by private haulers working directly for CMSA. The JPA member agencies are:

- San Rafael Sanitation District (SRSD)
- Sanitary District #2 of Marin County (SD#2)
- Ross Valley Sanitary District (RVSD)

Private contractors working on behalf of a JPA member agency will be granted access to the CMSA facilities to dispose of their loads, after CMSA has received notification from the member agency contracting for their services.

CMSA will not accept vacuum loads from outside its service area, or loads from privately owned sewer lines within the service area. This is due to the nature of the load contents, potential downstream treatment process impacts, and the labor associated with cleaning the vacuum truck receiving facility after each load.

