

POLICY/PROCEDURE #:	10
SECTION:	ADMINISTRATIVE – GENERAL
SUBJECT:	Acceptance of Hauled Wastes
DATE:	08/13/2024 (Board Approved)

PURPOSE

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.

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 residential septic tanks and similar facilities that are generated and collected in Marin County are accepted at the Agency’s septage receiving facility.

Wastes from septic tanks serving commercial or industrial facilities are accepted only with prior written approval from the General Manager or designee.

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

Grease Interceptor Waste: Fats, Oils, and Grease (FOG) from food service establishments that is transported through Marin County is accepted at the Agency’s Organic Waste Receiving Facility (OWRF).

Food Waste: Commercial food waste collected from restaurants, schools, and other similar type businesses, are accepted at the Agency’s OWRF.

Liquid Organic Wastes: Liquid wastes from food and beverage manufacturing and/or production facilities are accepted at the Agency’s OWRF receiving facility. At the General Manager’s discretion, certain organic waste loads may be accepted at the septage receiving facility.

Vacuum Truck (Vactor) 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.

II. Fees and Charges

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

Food waste tipping fees are specified in specific food waste processing and disposal agreements.

A Waste Disposal Fee and Facility Use Fee are assessed for each septage waste load discharged at the wastewater treatment plant. This Waste Disposal Fee recovers the Agency's expenses for treating the septage, while the Facility Use Fee is designed to recover Agency expenses associated with septage sampling and analyses, equipment corrective and preventative maintenance, and facility administrative activities.

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. Waste receiving at any other time is only by advance arrangement.

During wet weather, haulers should contact CMSA in advance to determine if waste loads are being accepted at the septage receiving facility. Hauled waste loads are generally not accepted at the septage receiving facility 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 are measured by 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 security gate, and follow the yellow road striping to the septage receiving station or the white road striping to the OWRF 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, recycled water 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 their disposal and clean-up activities.
- D. CMSA staff will collect random samples from waste loads, or if there is an indication of possible contamination from industrial or food wastes. Sample collection is at the sole discretion of CMSA. The hauler shall assist CMSA staff in obtaining a representative sample of the waste load.
- E. If a hauler damages the receiving facility or a discharged load results in equipment corrective maintenance, the Agency will pursue reimbursement from the hauler. If the hauler refuses to reimburse the Agency, access to the facility will be revoked.

VIII. Vacuum Truck Loads

CMSA accepts vacuum truck loads that are generated by our JPA member agencies that own and operate the wastewater collection systems in the JPA members' combined service area, or by private haulers working directly for CMSA. The JPA members are:

- San Rafael Sanitation District (SRSD)

- Sanitary District #2 of Marin County (SD2)
- 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.

For special circumstances and upon approval from the General Manager, CMSA may consider receiving vacuum loads from outside the JPA members' service area. If a load is accepted, the hauler will pay a tipping fee based on the volume discharged and the septage facility use and disposal charge, and if needed, a fee to dispose of debris bin contents after the discharge event.