

DEPARTMENT: Public Works

By: Marty Allan

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes _ No X)

Resolution establishing a petty cash fund for the payment of a \$.16 a gallon incentive for recycling of used motor oil at the new Certified Recycling Center at the Mariposa-Yosemite Airport. The fund is requested to be set at \$200 to be funded from Office Expense. In order to operate a Certified Recycling Center under the California Used Oil Recycling program, operators must offer the \$.16/gallon recycling incentive. The oil recycling center was built from grant funds for the Pollution Control Board. The reimbursement of the fund will come from the state approximately twice per year once oil is picked up by the recycler.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Previous Board actions have established petty cash funds for other budget units.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The facility will need the funds available in order to serve the public. If not approved, the County would not be able to operate the facility.

<p>COSTS: (X) Not Applicable</p> <p>A. Budgeted current FY> \$ _____</p> <p>B. Total anticipated Costs> \$ _____</p> <p>C. Required additional funding> \$ _____</p> <p>D. Internal transfers> \$ _____</p> <p>COSTS: () 4/5th Vote Required</p> <p>A. Unanticipated revenues> \$ _____</p> <p>B. Reserve for contingencies> \$ _____</p> <p>C. Source description: > _____</p> <p>Balance in Reserve Contingencies, If Approved: \$ _____</p>	<p>SPECIAL INSTRUCTIONS:</p> <p>List the attachments and number the pages consecutively:</p> <p><u>1. Certified Center Operation Guidelines (1 page)</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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CLERK'S USE ONLY

Res. No.: 99-93 Ord. No.: _____

Vote - Ayes: 5 Noes: _____

Absent: _____ Abstained: _____

Approved Denied

Minute Order Attached No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office

Date: _____

ATTEST: _____

MARGIE WILLIAMS, Clerk of the Board

By: _____

Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment

Returned for Further Action

Comment: _____

C.A.O. Initials: JA



**RECYCLE
USED OIL**

CERTIFIED CENTER OPERATOR GUIDE

Your partnership in meeting the challenge of recycling California's used oil is greatly appreciated. This summary sheet has been prepared for you to keep as an information guide about California's Used Oil Recycling Program. General questions can be directed to (916) 255-2891. Incentive claims questions should be directed to (916) 255-2707.

As the Operator of a Certified Collection Center your responsibilities are to:

- Accept used oil from the public at no charge and verbally offer the \$0.16 per gallon recycling incentive.
- Display, easily seen from a public street, the California Integrated Waste Management Board (CIWMB) Certified Used Oil Collection Center sign.
- Accept no more than a total of 20 gallons per person per day in containers no larger than 5 gallons. You may set a maximum daily limit. The maximum limit may not be less than five gallons per person per day.
- Refer persons who have used oil suspected of being contaminated, to the local environmental health or public works office so they may be informed where to safely dispose of contaminated used oil, or provide the name and address of the nearest disposal location.
- Maintain written procedures telling employees how to prevent the acceptance of contaminated used oil.
- Advertise at least once every six months via general media, that the center accepts used oil at no charge and offers payment of the recycling incentive. Advertising may be conducted either by the center, corporate headquarters, or local government.
- Keep the certificate, or with Board approval, a copy of the certificate on site.
- Operate in accordance with all Federal, State, local, used oil management laws and regulations.
- Maintain records pertaining to used oil collection for at least 3 years and provide Board staff access to these records.
- Postmark incentive claims no later than the 45th calendar day following the end of the quarter within which the used oil is hauled to a certified recycling facility.

June 97