

**RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD**

**SPECIAL MEETING AGENDA**

**STAFFORD COUNTY  
GEORGE L. GORDON GOVERNMENT CENTER  
BOARD OF SUPERVISORS CHAMBERS  
STAFFORD, VIRGINIA**

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**October 13, 2014  
7:00 P.M.**

- A. CALL TO ORDER.**
- B. ROLL CALL TO DETERMINE QUORUM**
- C. APPROVE MINUTES OF PRIOR BOARD MEETINGS (Tab 1)**
  - 1. August 20, 2014**
  - 2. September 3, 2014**
- D. PRESENTATIONS BY THE PUBLIC**
- E. PRESENTATIONS BY R-BOARD MEMBERS**
- F. REPORT OF R-BOARD ATTORNEY**
- G. REPORT ON FINANCES (Tab 2)**
  - 1. First Quarter FY2015 Financial Update**
  - 2. Weight & Material Analysis Through September 30, 2014**
- H. UNFINISHED BUSINESS (Tab 3)**
  - 1. Previous R-Board Action Regarding Commercial Tipping Fees**
    - a. RB14-11**
  - 2. Financial Discussion**
    - a. RB14-12**
- I. CLOSED SESSION (IF NECESSARY)**
- J. NEXT SCHEDULED MEETING**

**November 19, 2014, Board of Supervisors Chambers, Stafford County Administration Center, 2:30 PM**
- K. ADJOURNMENT**

C. APPROVE MINUTES  
OF PRIOR BOARD MEETINGS (TAB 1)

August 20, 2014

September 3, 2014

## MINUTES

### RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

Wednesday, August 20, 2014  
George L. Gordon Government Center  
Conference Room ABC

**Meeting Convened:** A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 1:35 P.M., Wednesday, August 20, at the George L. Gordon Government Center in Conference Room ABC.

**Roll Call:** The following members were present: Matthew Kelly; Beverly R. Cameron; Gary Snellings; Anthony J. Romanello; William C. Withers, Jr. Chairman Paul V. Milde, III participated via conference call.

Also in attendance were: Bill Hefty, Esq., R-Board Attorney; Robert L. Hundley, Resource International, Ltd., Consulting Engineer; Keith C. Dayton, Director & Deputy County Administrator; Jason Pauley, R-Board Superintendent; Julie Williams-Daves, Lisa Butler, Britney Stone, R-Board Staff;

Other officials in attendance were Woody Van Valkenburg and Ted Smith, Rappahannock Goodwill Industries; Sheriff Charlie Jett, and Cathy Vollbrecht, County Administration.

Mr. Hefty called the meeting to order, since the previous officers' terms had expired. Mr. Hefty explained that state statute allowed the participation of members in meetings provided there was an official policy adopted to govern the use of this practice. Mr. Hefty had prepared a policy which, if adopted, would allow R-Board members to participate in meetings by phone.

Mr. Kelly motioned, seconded by Mr. Withers, to adopt a policy allowing board members to participate via phone.

By voice, the vote was:

Yea:	(5)	Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(1)	Milde

Mr. Romanello motioned, seconded by Mr. Kelly, to approve the participation of Mr. Milde via phone.

By voice, the vote was:

Yea:	(5)	Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(1)	Milde

Mr. Milde was hereafter in official attendance at the R-Board meeting.

The next order of business was the election of R-Board officers for fiscal year 2015.

Mr. Milde motioned, seconded by Mr. Snellings, to elect Matt Kelly Chairman of the R-Board.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Milde then motioned to nominate Mr. Snellings as Vice-chairman of the R-Board. This motion died for lack of a second.

Mr. Withers motioned, seconded by Mr. Snellings, to elect Paul Milde Vice-chairman of the R-Board.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Milde motioned, seconded by Mr. Romanello, to approve the minutes for May 21, 2014. Mr. Kelly and Mr. Withers noted they were not in attendance at the May 21, 2014 meeting.

By voice, the vote was:

Yea:	(4)	Milde, Cameron, Snellings, Romanello
Nay:	(0)	
Absent:	(0)	
Abstain:	(2)	Kelly, Withers

Mr. Kelly and Mr. Withers abstained.

**Presentations by the Public:** The following members of the public desired to speak:

Mr. Bill Johnson, Winsome Lane – expressed the following points:

- He is glad the R-Board has chosen to not pursue any of the proposals for alternative waste handling and requested copies of the proposals.
- He reiterated his concerns about having an incinerator in close proximity to schools, the hospital, and other buildings.
- He promotes zero waste and more recycling. He has asked the principal of Brooke Point High School about having students study what material comes into the landfill.

Ms. Allane Callander, Lancaster Street – expressed the following points:

- She brought a cardboard takeout container and asked the R-Board to encourage and educate businesses about using cardboard and not Styrofoam.

- She was perplexed by Mr. Milde’s statement at the Stafford County Board of Supervisors meeting concerning the proposals before the R-Board had made a final decision. She thought it was unfitting.

Mr. Kelly requested to add a section to the agenda allowing the Board members an opportunity to comment.

**Report of the R-Board Attorney:** Mr. Hefty had no new business to report.

The R-Board elected to modify the agenda to dispense with the issues pertaining to the Stafford County Sheriff and the CEO of Rappahannock Goodwill Industries.

**New Business (Partial):**

1. RB14-04 (renumbered to RB14-10) – Mr. Dayton explained the current firearms training facility at the Regional Landfill and the proposed additions to allow classroom and tactical training buildings adjacent to the existing firing range. He noted that authorization of this request would not interfere with current and future landfill operations. Staff recommends approval. Sheriff Jett expressed his appreciation of the R-Board’s support and stated that these buildings had been desired for some time.

Mr. Snellings motioned, seconded by Mr. Romanello, to approve proposed Resolution RB14-10.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Resolution RB14-10 reads as follows:**

A RESOLUTION APPROVING THE EXPANSION OF THE STAFFORD COUNTY SHERIFF’S OFFICE TRAINING FACILITIES ON R-BOARD PROPERTY AT THE ESKIMO HILL ROAD LANDFILL

WHEREAS, the Stafford County Sheriff requested permission to expand the existing training facilities at the landfill site on Eskimo Hill Road to include a classroom building and shooting range support building; and

WHEREAS, the R-Board desires to support the public safety mission of the Stafford County Sheriff and the Fredericksburg City Police force; and

WHEREAS, these buildings can be constructed without impacting the operation of the landfill.

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of August, 2014, that the Stafford County Sheriff has permission to expand their training facilities at the Eskimo Hill Road landfill site.

2. RB14-03 (renumbered to RB14-09) – Mr. Dayton introduced Mr. Van Valkenburg, the CEO of Rappahannock Goodwill Industries (RGI). Mr. Van Valkenburg spoke about the longstanding partnership between Goodwill and the R-Board. From 2005 through May of this year, 2.2 million pounds of donations had been diverted from the landfill at Eskimo Hill Road. In 2013 alone, 126,000 pounds of donations were collected. He expects donations to increase with a more prominent location and an attended donation station. Waste reduction is a huge goal of Goodwill as they fulfill their primary mission to help people with barriers to traditional employment get jobs. He is also very interested in working with the R-Board on other recycling initiatives. In closing, Mr. Van Valkenburg extended an invitation for R-Board members to visit their facility. Mr. Dayton noted that the present agreement between the R-Board and Goodwill pertained only to the donation of electronic goods. He affirmed R-Board staff support of the diversion of usable materials from the landfill, and the generation of revenues to a valuable local charitable organization.

Mr. Milde motioned, seconded by Mr. Withers, to approve proposed Resolution RB14-09.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Resolution RB14-09 reads as follows:**

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT BETWEEN THE R-BOARD AND RAPPAHANNOCK GOODWILL INDUSTRIES, INC. TO EXPAND THE COLLECTION OF REUSABLE ITEMS FOR CHARITABLE PURPOSES

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) desires to facilitate the expansion of programs which divert reusable items from the landfill in an environmentally sound manner benefiting a long standing local charitable organization; and

WHEREAS, such actions support the R-Board's vision to promote reduce, reuse, and recycling programs; and

WHEREAS, the R-Board has developed a partnership with Rappahannock Goodwill Industries, Inc. (RGI) to collect reusable electronic items which would otherwise be placed in the landfill; and

WHEREAS, the R-Board and RGI both desire to amend the current Agreement to include all reusable items fitting the RGI retail program, including clothes, shoes, handbags and household items; and

WHEREAS, this Amendment would benefit the community and support the zero waste goals of both organizations; and

WHEREAS, the Amendment includes the following key provisions:

- Authorize collection by RGI of all reusable materials suitable for their resale efforts at the Eskimo Hill and Belman Road locations.
- The R-Board will provide a suitable container featured in a prominent location suitable to both parties at each site.
- The R-Board will assist in advertising this initiative by use of their website and other methods as deemed appropriate.
- RGI will provide staffing for all times when the collection location is operational. This is expected to be whenever the Eskimo Hill site is open for residential service, and at the Belman Road location at times to be determined. RGI shall lock the containers at all times they are unstaffed.
- RGI will maintain the area around the collection container in presentable manner, and weigh all donations on R-Board scales for the purpose of record keeping.

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of August, 2014, that an Amendment to the 2005 Agreement with Rappahannock Goodwill Industries, Inc. to expand the collection of reusable items be and it hereby is authorized.

**Report of Staff:** Mr. Dayton, Director & Deputy County Administrator, reported on the following:

- Although authorized for 34, staffing remains at 27. Staff is looking to fill the open administrative specialist and one maintenance worker positions.

**Environmental Compliance Report:** Ms. Julie Williams-Daves, Environmental Manager, reported on the following:

- The R-Board received a warning letter from DEQ after the solid waste compliance inspection on June 30, 2014. Ms. Williams-Daves explained that this is a standard response to landfill gas migration that was reported to DEQ on March 31 and June 23 and that staff was working with their contractors and DEQ to rectify the situation.
- In order to address the groundwater exceedance associated with Area 74, the R-Board is working with VDOT to gain access to their property to install a groundwater monitoring well. In the meantime, three injection wells will be drilled on Tuesday, August 26 to start an interim corrective action process. Groundwater sampling will follow.
- Staff made minor changes to the Environmental Policy as part of the annual review required by our participation in the DEQ VA Environmental Excellence Program.
- The regulations regarding stormwater recently changed and the R-Board has received its updated permit.

Mr. Bob Hundley, Resource International, spoke about Solid Waste Permit 589:

- DEQ has accepted the revised Title V Air Permit application and Resource is working with DEQ and EPA to meet federal regulations.
- As required for the Cell F2 permitting process, the Small-whorled Pogonia Study was completed and accepted by the reviewing agency.
- A survey was completed in July to help staff more accurately calculate the remaining site life of F1 and amend the construction schedule for F2.

Fredericksburg's Cool Springs Road Landfill: The landfill gas migration observed at the landfill since the spring has tapered off and the sampling events have been scaled back from weekly to monthly.

Mr. Romanello asked how many landfills in Virginia are E3 certified. Ms. Williams-Daves replied that the number is small, likely 3-5.

Operations Update: Mr. Jason Pauley, R-Board Superintendent, reported on the following:

- Cell E landfill gas collection system expansion is complete with eleven new wells and two replaced and the final cost came in 30% less than expected. The expansion has made a 40% increase in the amount and quality of gas available for AMERESCO, resulting in more revenue.
- Compactors have been ordered for Belman Road and should be delivered by the first week of September.
- Cell F2 design has been submitted to the County's Planning Department for infrastructure plan review.
- A ground survey for Cell F1 was completed in July. The results indicate that 50% of the airspace has been consumed. More trash will increase density and the cell is still expected to last until the fall of 2015 as projected. Staff will closely monitor the anticipated fill date.

Correspondence and Media: Mr. Dayton pointed out a number of compliments on staff from customers.

Report on Finances: Mr. Dayton reported on the following:

Financial Summary through July 31, 2014: For the first month of FY15, tipping fee revenues are good, but commercial hauler revenue from residential sources is down from July 2013. We received \$11,000 from AMERESCO in July.

Weight and Material Analysis through July 31, 2014: Tonnage from commercial haulers is down. Fredericksburg is now on the Billable side of the equation. A recent change to the table now shows Recyclables in its own category.

Weight and Material Analysis for FY14: Commercial hauler tonnage from businesses was up 20%, while hauler residential tonnage was down 4%. Residential tires decreased by 60%, most likely due to the limit on residential drop-off.

Construction and Demolition (C&D) Materials: Tonnage and revenues for July 2014 are up over the same period in FY2013, indicating the change to the tipping fees eliminating the cap for C&D does not seem to have driven away business. Staff will monitor this closely.

**Unfinished Business:**

Mr. Dayton provided a staff report including a summary of expense reductions and revenue enhancements. He emphasized that each year for the past three years, expenses and staff have been cut significantly. He summarized consequences and benefits of each further cut or revenue enhancement option and suggested that the Board use this information to continue the discussion regarding options to restore R-Board financial status to a sustainable condition.

Mr. Milde stated that the R-Board is in a dire situation and they are out of time to make a decision. He suggested special meeting in two weeks to decide on R-Board finances. He does not want to eliminate Belman Road or the Litter Crew, but feels that the R-Board shouldn't bear the cost solely. He wondered how much the City should be billed for litter cleanup and the use of Belman Road. Suggested giving the City and County a timeline for deciding if they will pay for services they use.

Mr. Withers stated he is strongly opposed to closing the Belman Road facility or giving it back to the City to operate.

Mr. Dayton restated that the priorities are funding construction of the new cell, rebuilding the unrestricted reserves, and addressing the operating deficit. These needs require \$1 million in sustainable funds. Mr. Cameron stated that \$1.4 million might be more realistic and Mr. Dayton agreed.

Mr. Snellings suggested that the board members think this over for two weeks and then come back prepared to talk about the financial situation and make a final decision.

Mr. Milde is opposed to charging residents \$3 or decreasing hours, but he would agree to raise tipping fees. Mr. Snellings added that he is also opposed to charging residents a \$3 fee unless there is no other alternative.

Mr. Kelly asked staff about options to defer the construction of Cell F2 and Mr. Dayton replied that there are no realistic options. Mr. Kelly stated that for certain levels of service, there are certain costs. He is not aware of the public accusing the R-Board of bloated operations or poor management, and would like to give the people a chance to pitch in to fill the gap. The reality is that either services must be cut or fees must be raised. He is looking for long-term solutions and agreed that the board should meet in two weeks, and routinely meet more frequently than they have in the past.

**New Business (Continued):**

3. RB14-05 – Mr. Dayton briefed the board members on extending the current contract with Resource International.

Mr. Snellings motioned, seconded by Mr. Romanello, to approve proposed Resolution RB14-05.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Resolution RB14-05 reads as follows:**

A RESOLUTION TO RENEW THE CONTRACT FOR ENGINEERING SERVICES IN SUPPORT OF LANDFILL OPERATIONS

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) voted by Resolution RB11-04 to authorize a consultant services contract with Resource International, Ltd. for a period of one (1) year commencing July 1, 2011; and

WHEREAS, the R-Board has the option to renew this contract for four (4) additional years to be negotiated and approved by both parties; and

WHEREAS, there are an additional two (2) years of services remaining for this solicitation, and staff recommends continuing these services with Resource International, Ltd.

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of August, 2014, that an amendment with Resource International, Ltd. for an additional period of one (1) year commencing July 1, 2014 through June 30, 2015, is hereby authorized in an amount not to exceed ONE HUNDRED NINETY-EIGHT THOUSAND SEVEN HUNDRED EIGHTY-FIVE DOLLARS (\$198,785).

4. RB14-06 – Mr. Dayton briefed the board members on extending the current contract with Draper Aden Associates.

Mr. Snellings motioned, seconded by Mr. Romanello, to approve proposed Resolution RB14-06.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Resolution RB14-06 reads as follows:**

A RESOLUTION TO RENEW THE CONTRACT FOR PROFESSIONAL SERVICES RELATED TO THE MONITORING AND MAINTENANCE OF THE LANDFILL GAS COLLECTION SYSTEM

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) voted by Resolution RB14-06 to authorize a professional services contract with Draper Aden Associates for a period of one (1) year commencing July 1, 2014; and

WHEREAS, the R-Board has the option to renew this contract for four (4) additional years to be negotiated and approved by both parties; and

WHEREAS, there are an additional four (4) years of services remaining for this solicitation, and staff recommends continuing these services with Draper Aden Associates.

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of August, 2014 that an amendment to extend the professional services contract with Draper Aden Associates is authorized for a period of one (1) year commencing July 1, 2014 through June 2015 in an amount not to exceed ONE HUNDRED TWENTY THOUSAND, TWO HUNDRED THIRTY-THREE DOLLARS (\$120,233).

5. RB14-07 – Mr. Dayton briefed the board members on the new contract with County Waste, LLC for the processing of single-stream recyclables.

Mr. Withers motioned, seconded by Mr. Snellings, to approve proposed Resolution RB14-07.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Resolution RB14-07 reads as follows:**

A RESOLUTION TO AUTHORIZE A CONTRACT FOR COLLECTION AND PROCESSING OF RECYCLABLE MATERIALS

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) desires to promote environmentally positive waste management through the recycling of waste materials in the most responsible and economically advantageous manner; and

WHEREAS, proposals were solicited from firms interested in providing services to receive and process single stream materials from the R-Board; and

WHEREAS, four firms responded to this proposal; and

WHEREAS, following evaluation by staff, County Waste, LLC was found to have offered the most responsive proposal; and

WHEREAS, staff recommends awarding this contract to County Waste, LLC;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of August, 2014, that a contract with County Waste, LLC for an initial period commencing August 1, 2014 through June 30, 2015, with the option to renew this contract for additional annual periods to be negotiated and approved by both parties.

6. RB14-08 – Mr. Dayton briefed the board members on service and parts needed from Carter Machinery Company for the Caterpillar brand equipment used at the landfill and the contract for repair services.

Mr. Snellings motioned, seconded by Mr. Withers, to approve proposed Resolution RB14-08.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Proposed Resolution RB14-08 reads as follows:**

**A RESOLUTION TO AUTHORIZE CARTER MACHINERY COMPANY, INC. TO PROVIDE REPAIR SERVICE AND PARTS FOR LANDFILL EQUIPMENT**

WHEREAS, the R-Board must comply with DEQ regulations requiring that equipment be maintained in top working condition; and

WHEREAS, the majority of the equipment operated by the Rappahannock Regional Solid Waste Management Board (R-Board) is manufactured by Caterpillar; and

WHEREAS, Carter Machinery Company, Inc. of Salem, Virginia is the authorized dealer for providing repair service and parts in our area; and

WHEREAS, staff recommends the R-Board authorize the use of Carter Machinery Company, Inc. to provide repair service and parts for landfill equipment in FY2015.

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of August, 2014, that the R-Board authorize Carter Machinery Company, Inc. to provide parts and services on landfill equipment in FY2015 in the estimated amount of \$200,000.

**Closed Session:** The R-Board went into closed session to discuss the negotiation of a contract at 3:00 P.M. and reconvened the open session at 3:15 P.M.

Mr. Cameron motioned, seconded by Mr. Withers, to go into closed session to discuss the negotiation of a contract.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Withers motioned, seconded by Mr. Snellings, to reconvene the open session of the R-Board meeting.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Cameron motioned, seconded by Mr. Withers, to certify that the only matters discussed during the closed session were those related to the negotiation of a contract.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Milde motioned, seconded by Mr. Withers, to reject all four proposals for alternative waste handling.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Board Comments:** Mr. Kelly desires that an opportunity for board members to address the public be included on the agenda for each meeting.

Mr. Withers appreciates being back on the R-Board.

Mr. Kelly acknowledges that there are significant challenges coming up and hopes the public will give their opinion on the financial crisis. He emphasized the need for a long-term solution because the region continues to grow. On a recent trip to Germany he observed that Europe is doing a better job at recycling and is closer to zero waste than we are, but there is no reason to not move toward that. He stated that they do recycle, but also incinerate excess material.

Mr. Milde motioned, seconded by Mr. Romanello, for Mr. Hefty to begin the paperwork for extending the agreement between the City and the County.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Future Session:** The next regular meeting of the R-Board will be held on Wednesday, November 19, 2014, at 1:30 P.M. in the George L. Gordon Government Center, Board of Supervisors Chambers.

Mr. Snellings motioned, seconded by Mr. Withers, to schedule a special meeting date in two weeks to discuss the R-Board finances. The meeting will be held Wednesday, September 3 at 7:00 P.M. in the George L. Gordon Government Center, Board of Supervisors Chambers.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

**Adjournment:** The meeting was adjourned at 3:25 P.M. by unanimous vote.

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Keith C. Dayton, Director & Deputy County Administrator

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Lisa Butler, Acting Clerk

## MINUTES

### RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

Wednesday, September 3, 2014  
George L. Gordon Government Center  
Board of Supervisors Chambers

**Meeting Convened:** A special meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 7:01 P.M., Wednesday, September 3, at the George L. Gordon Government Center in the Board of Supervisors Chambers.

**Roll Call:** The following members were present: Chairman, Matthew Kelly; Vice-Chairman, Paul V. Milde, III; Beverly R. Cameron; Gary Snellings; Anthony J. Romanello; William C. Withers, Jr.

Also in attendance were: Bill Hefty, Esq., R-Board Attorney; Keith C. Dayton, Director & Deputy County Administrator; Jason Pauley, R-Board Superintendent; Diane Jones, Julie Williams-Daves, R-Board Staff;

Mr. Kelly called the meeting to order and after the determination of a quorum, invited any members of the public to speak.

**Presentations by the Public:** The following members of the public desired to speak:

Ms. Barbara Pyatt, Eskimo Hill Road – expressed the following points:

- Concern about increased traffic on Eskimo Hill Road;
- Question regarding the police escort into and out of the landfill on Sunday, August 10 between 10am and 12pm.;
- Displeasure at having landfill staff cut down buffer trees when residents were told they would remain in place; and
- Supports rezoning the landfill and adjacent properties to make it compatible with the operations onsite.

Mr. Bruce Callander, Lancaster Street – expressed the following points:

- Not in favor of restricting or limiting Sunday hours. He works out of the County and the weekends are his only opportunity for disposal of brush. He suggested a 1-hour later shift to allow for more time after church to get to the landfill before closing.

Mr. Bill Johnson, Winsome Lane – expressed the following points:

- Pleased to see Goodwill's more prominent location, but would like to promote what items are accepted with a flyer or signage;
- Stated that he would like to see Stafford County and the City of Fredericksburg participating in the CLEAR Project and would like them to research what kind of recycling is being done;
- Recommended townhall meetings in the evening to involve the public; and

- Recommended holding R-Board meetings in the City Council Chambers so City residents would feel included.

**Board Comments:**

Mr. Milde stated he is available to the public and does not support eliminating Sunday hours. He feels that rezoning the area bordering the landfill is worth a conversation with Stafford County's Community and Economic Development Committee.

Mr. Kelly met with Habitat for Humanity and visited their newly opened storage facility that is four times larger than previously. They are interested in meeting with the R-Board to discuss collections for construction materials. Mr. Kelly would like to invite representatives from Habitat to a meeting in the near future.

**Report of the R-Board Attorney:** Mr. Hefty had no new business to report.

**Unfinished Business:**

**Financial Discussion:**

Mr. Dayton briefly reviewed the staff report provided in the board package, explaining the calculation for the \$1.4 million in additional revenue or reduced expenses believed to be necessary for a sustainable financial outlook, and presenting two possible approaches to achieve that goal. Mr. Milde asked to clarify what the City subsidy is compared to what Stafford is paying.

Mr. Withers asked why the City pays one-half of the gate rate tip fee. Mr. Dayton explained that the current City subsidy is based on their historical tonnage and the \$20 per ton rate. Should the option to assess Municipal waste fees at the \$34 per ton for waste and \$41 per ton for C&D be utilized, the City would see an increase in their current \$170,000 annual payment. This amount includes the City's Municipal Solid Waste curbside collections as well as their Public Works Department construction and demolition waste materials. Mr. Romanello explained that the County's share is for Parks & Recreation and Utilities to dispose of construction debris. The \$40,000 is an estimate of the annual amount for the C&D material rather than receiving a bill for each trip over the scales.

Mr. Kelly asked Mr. Hefty about the County and City obligation to pay back funds to the R-Board to cover any deficit as the operating agreement states. Mr. Hefty said that was instituted recently and confirmed that as long as it's agreed, it doesn't have to be paid.

Mr. Kelly addressed staff and asked if there is an anticipated drop in use with the proposed change in fees. Mr. Dayton replied that staff will monitor use closely and he does anticipate a change in user patterns. It is expected that with the proposed resident drop off fees, people will move towards curbside service or visit the landfill less frequently.

Mr. Withers asked if the per trip fee included all waste material. Mr. Dayton noted that if the visit was for recycling materials only there would be no charge for that trip.

Mr. Kelly emphasized the need to look at the long term financial needs and brought up equipment capital expenses that are not even covered in this discussion. He wants to look at increasing tipping fees as they are presented in both Option 1 and 2. He wants the City to be a good neighbor and not push Stafford County into using funds from the general fund and acknowledged that approach limits increases in revenue to implementing user fees. He stated that staff is recommending a user fee and the City is stepping up and agreeing to pay more. The user fee requires those who use the service to pay for it.

Mr. Milde stated that he does not want to charge a user fee. He prefers balancing the budget with funds from Ameresco and the new recycling contract. Mr. Dayton clarified that the Ameresco funds are already accounted for in the budget and that it is too early to predict how much new revenue the recycling contract will generate.

Mr. Snellings agreed with Mr. Kelly. He noted that at the last R-Board meeting he wanted to go back to the Board of Supervisors and push them to pay for the litter crew, but in light of the Governor's recent budget cuts that won't happen. He doesn't see an alternative to charging residents and doesn't feel the R-Board can piecemeal the finances together. He compared a user fee and the ambulance fee Stafford implemented and further explained that a user fee isn't a tax. He declined to vote tonight, but suggested taking the user fee proposal back to the respective elected boards.

Mr. Withers agreed with Mr. Snellings and offered to present either Option 1 or Option 2 to City Council. He added that he is opposed to closing on Sunday.

Mr. Kelly acknowledged that the R-Board finds itself in the position it is in after years of depleting the reserve fund. He agrees with going back to the respective boards and giving the public an opportunity for more input on fees. He stated that it is time to face reality in some form of Option 1 or Option 2. These hard decisions are sound governance, but not good politics.

Mr. Snellings added that Mr. Milde's proposal for returning the litter cleanup back to Stafford County and the operation of Belman Road back to the City and other revenue enhancements be added to Options 1 and 2 for consideration by both City Council and Stafford Supervisors. Mr. Milde requested staff assistance in preparing his proposal for consideration by both the County and the City.

Mr. Milde restated his concern about user fees and said that \$800,000 annually could be achieved without implementing resident user fees. Mr. Romanello added that there will be a ramp up period for any increase in fees to the City and County, possibly taking up to two fiscal years. He also stated that the

revenue projection is predicated on not losing any commercial business, but nothing is known for sure. He expressed concern about working without a net.

Mr. Milde made a motion, seconded by Mr. Romanello, to raise commercial tipping fees by 5% effective November 1<sup>st</sup> as presented in both Option 1 and Option 2.

By voice, the vote was:

Yea:	(6)	Milde, Kelly, Cameron, Snellings, Romanello, Withers
Nay:	(0)	
Absent:	(0)	

Mr. Kelly asked Mr. Milde to prepare a formal proposal of his solution for presentation to the respective boards with Options 1 and 2. Mr. Snellings asked what will happen if both boards make different choices. Mr. Kelly stated that another discussion would follow if that happened.

Mr. Withers motioned, seconded by Mr. Milde, to remove closing on Sunday from the table.

By voice, the vote was:

Yea:	(5)	Milde, Kelly, Cameron, Snellings, Withers
Nay:	(1)	Romanello
Absent:	(0)	

**Future Session:** The next regular meeting will be held on Wednesday, November 19, at 1:30 P.M. in the George L. Gordon Government Center, Board of Supervisors Chambers.

The R-Board desires to meet before then, given the urgency of the financial matters. Mr. Kelly will email the board members and staff to propose dates for a meeting on a Wednesday in October.

**Adjournment:** The meeting was adjourned at 8:15 P.M. by unanimous vote.

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Keith C. Dayton, Director & Deputy County Administrator

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Diane Jones, Acting Clerk

## G. REPORT ON FINANCES (TAB 2)

1. First Quarter FY2015 Financial Update
2. Weight & Material Analysis Through  
September 30, 2014

FINANCIAL STATUS THROUGH **September 30, 2014**

**EXPENDITURES**  
as of  
**September 30, 2014**

Division	FY 15 Adopted Budget	FY 15 Adjusted Budget	Personnel Costs YTD	Operational Costs YTD	Capital Costs YTD	Total Costs YTD	Current Encumbrances	FY 15 Expenditures	FY 15 Balance	% Budget Expended	Fiscal YTD Expired (%)	FY15 Budgeted Revenues	Monthly Target	Monthly Actuals	FY15 Actual Revenues	% Revenue Collected
<b>R-Board Expenses</b>	<b>\$4,298,681</b>	<b>\$4,490,005</b>	<b>\$318,635</b>	<b>\$311,692</b>	<b>\$10,425</b>	<b>\$640,752</b>	<b>\$546,638</b>	<b>\$1,187,390</b>	<b>\$3,302,615</b>	<b>26%</b>	<b>25%</b>	<b>\$4,298,681</b>	<b>\$358,223</b>	<b>\$316,130</b>	<b>\$1,034,036</b>	<b>30%</b>
TIPPING FEES	\$3,375,000															
RECYCLING	\$280,740															
WWTP SLUDGE/UTILITIES	\$145,000															
MUNICIPAL	\$324,000															
INTRADEPARTMENTAL	\$50,000															
AMERESCO LEASE	\$68,000															
GRANT	\$20,000															
INTEREST	\$35,000															
RESERVE	\$941															

**REVENUES**  
as of  
**September 30, 2014**

	ADOPTED FY15	CASH	A/R	Total for Month	FYTD Expired	FY YEAR TO DATE	REVENUE FORECAST
<b>COMMERCIAL</b>	\$ 3,375,000	\$ 25,144	\$ 263,155	\$ 288,300	25%	\$ 855,697	\$ 3,432,191
<b>RECYCLING</b>	\$ 280,740	\$ 7,952		\$ 7,952	25%	\$ 61,260	\$ 245,712
<b>SLUDGE/UTILITIES</b>	\$ 145,000			\$ 10,687	25%	\$ 40,939	\$ 164,204
<b>MUNICIPAL</b>	\$ 324,000			\$ -	25%	\$ 56,000	\$ 170,000
<b>INTRADEPARTMENTAL</b>	\$ 50,000				25%		\$ -
<b>SALE OF LANDFILL GAS</b>	\$ 68,000			\$ 9,191	25%	\$ 20,141	\$ 68,000
<b>GRANTS</b>	\$ 20,000				25%		\$ -
<b>INTEREST</b>	\$ 35,000				25%		\$ -
<b>RESERVE FUND</b>	\$ 941				25%	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 4,298,681</b>	<b>\$ 33,096</b>	<b>\$ 263,155</b>	<b>\$ 316,130</b>		<b>\$ 1,034,036</b>	<b>\$ 4,080,107</b>

**BUDGET STATUS SUMMARY**

	Adopted Budget	Current Est.	Difference
<b>Revenues</b>	\$4,297,740	\$4,080,107	-\$217,633
<b>Expenditures</b>	\$4,298,681	\$4,490,005	\$191,324
<b>Use of Fund Balance</b>	\$941	\$409,898	(\$408,957)

Unrestricted Fund Balance (as of June 30, 2014) **(\$575,610) Unaudited**

## Through September 30, 2014

### Rappahannock Regional Solid Waste Management Board Weight and Material Analysis Report FY2015

CATEGORY	Sep-15 Weight	Sep-14 Weight	FY2015 Y-T-D Weight	FY2014 Y-T-D Weight	Difference %
<b>Billable</b>					
Commercial Waste	1910	2219	7110	7415	-4%
Residential Waste	2262	4162	6685	10045	-33%
Fredericksburg*	778	757	2596	2219	17%
Mixed Load-\$71/T	0	0	0	3	
Debris Waste	2811	2380	7216	6699	8%
**Dirt	3771	65	10614	930	1041%
Tires/(White Goods)	17	17	56	41	36%
Compost Sludge	629	840	2356	2708	-13%
SEW Sludge	0	0	0	0	
<b>BILLABLE TONNAGE</b>	<b>12177</b>	<b>10440</b>	<b>36632</b>	<b>30060</b>	<b>22%</b>
<b>Non-Billable</b>					
Eskimo Hill Road Location	1482	989	4790	3951	21%
Belman Road Location	260	245	760	775	-2%
Tires Residential	7	54	17	220	-92%
Cleanups	6	12	13	25	-48%
<b>NON-BILLABLE TONNAGE</b>	<b>1755</b>	<b>1300</b>	<b>5580</b>	<b>4971</b>	<b>12%</b>
Recycling	536	948	1523	1949	-22%
<b>TOTAL TONNAGE</b>	<b>14467</b>	<b>12688</b>	<b>43734</b>	<b>36980</b>	<b>18%</b>
<b>% Non-Billable versus Billable</b>	<b>13%</b>				

\* City Tonnage Moved to Billable Category

\*\* Estimated Weights

## H. UNFINISHED BUSINESS (TAB 3)

1. Previous R-Board Action Regarding Commercial Tipping Fees
2. Financial Discussion



## **Rappahannock Regional Solid Waste Management Board**

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489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

**To: R-Board Members**

**From: Keith Dayton**

**Date: October 9, 2014**

**RE: Commercial Tipping Fee Increases**

The R-Board approved a five percent (5%) increase of commercial tipping fees at the September 3, 2014, meeting. Staff has noted that when the rate increase is applied, it results in fees that are in uneven dollar amounts. While this isn't problematic for our larger customers who receive periodic billing, it does create more difficulty for our cash customers, and our ability to conveniently process cash payments at the scale house.

Staff recommends revising the authorization to allow the new fees to round to the nearest dollar, which will result in some fees to be slightly over five percent.

Staff modeled the projected revenue from the five percent increase on commercial municipal solid waste (MSW) tipping fees, and did not include dirt and other items that fall under the Special Refuse category in the Fee Schedule. The discussion at the September 3<sup>rd</sup> meeting did not clearly specify the R-Board's intent relative to the other fees we charge.

Staff recommends approval of RB14-11 adopting the attached revised fee schedule, which will apply the increase in fees to only commercial MSW, and round those fees to the nearest dollar, but not less than a 5% increase.

KCD:kd

PROPOSED  
RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At the regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, Stafford County Administration Center, 1300 Courthouse Rd., Stafford, Virginia, on the 13<sup>th</sup> day of October, 2014;

Members:

Vote:

Mathew J. Kelly, Chairman  
Paul V. Milde, III, Vice-chairman  
Beverly R. Cameron  
Anthony J. Romanello  
Gary Snellings  
William C. Withers, Jr.

On motion of , seconded by , which carried by a vote of to , the following was adopted:

A RESOLUTION APPROVING NEW COMMERCIAL TIPPING FEES FOR MUNICIPAL  
SOLID WASTE

WHEREAS, the R-Board desires to amend certain tipping fees; and

WHEREAS, the R-Board desires to allow other fees to remain unchanged; and

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 13th day of October, 2014, that commercial tipping fees shall be amended as follows:

Commercial Customer (deliveries of under 1,000 tons per month)	\$43 per ton
Commercial Customer (deliveries of under 1,500 tons per month)	\$38 per ton
Commercial Customer (deliveries of over 1,500 tons per month)	\$36 per ton
Commercial Customer (charge for that MSW over 1,500 tons per month only)	\$32 per ton

BE IT STILL FURTHER RESOLVED that the amended fees be made effective on November 1, 2014.

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

\_\_\_\_\_  
Keith C. Dayton, Director



## Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

TO: R-Board Members

FROM: Keith Dayton  
Deputy County Administrator

DATE: October 9, 2014

SUBJECT: **R-Board Financial Discussion**

The R-Board considered options to address concerns related to financial performance at the September 3, 2014 special meeting. At this meeting, the R-Board considered two options to raise approximately \$1.4 million in surplus revenue over expenses, along with another option that resulted in a somewhat smaller surplus, but still sufficient to fund Cell F-2 construction. The two options generating approximately \$1.4 million are listed in the tables below.

<b>Option 1</b>		
Description	Net Fiscal Impact	Comments
Increase tipping fees by 5%	\$154,500	<b>Approved by R-Board on 9/3/14</b>
Increase tipping fees for all City waste to \$34/ton	\$125,000	City tipping fees for all waste are currently \$20/ton
Eliminate Sunday operations	(\$62,000)	<b>Rejected by R-Board on 9/3/14</b>
Adopt user fees of \$3 per trip for all residential drop off service	\$1,000,000	No discounts for annual or multiple trip passes
<b>TOTAL</b>	<b>\$1,279,500</b>	

<b>Option 2</b>		
Description	Net Fiscal Impact	Comments
Increase tipping fees by 5%	\$154,500	<b>Approved by R-Board on 9/3/14</b>
Increase tipping fees for City MSW to \$34/ton	\$54,000	City tipping fees for MSW are currently \$20/ton
Increase tipping fees for City C&D to \$41/ton	\$107,700	City tipping fees for C&D are currently \$20/ton
Lengthen Saturday operations to 8AM to 5PM	Negligible	Current hours are 9AM to 3PM
Adopt user fees of \$4 per trip for all residential drop off service, but offer substantial discounts for annual and multi-trip passes	\$1,081,500	Annual pass available for \$100 (33% discount), and 10-trip pass for \$30 (25% discount)
<b>TOTAL</b>	<b>\$1,397,700</b>	

October 9, 2014

The third option considered is as shown in the table below.

<b>Option 3</b>		
Description	Net Fiscal Impact	Comments
Increase tipping fees by 5%	\$154,500	<b>Approved by R-Board on 9/3/14</b>
Increase tipping fees for all City waste to \$34/ton	\$125,000	City tipping fees for all waste are currently \$20/ton
Transfer costs for litter crew to Stafford County	\$275,000	These costs were transferred to the R-Board from the County in FY2007
Transfer costs for operation of the Belman convenience center to the City	\$225,000	These costs were transferred to the R-Board from the City in FY2007
Recognize increased revenue from new recycling contract	\$200,000	Projected increase in revenue, but no firm data to date
<b>TOTAL</b>	<b>\$979,500</b>	

The R-Board took action on September 3<sup>rd</sup> to adopt the increase in commercial tipping fees by 5%, and remove from consideration the elimination of Sunday operating hours. They also decided to seek guidance from the Fredericksburg City Council (Council) and the Stafford County Board of Supervisors (Board) before convening again to deliberate the matter further.

The Council considered these options at their September 23<sup>rd</sup> work session, and recommended the revenue enhancing options listed in the table below.

<b>City of Fredericksburg Recommended Option</b>		
Description	Net Fiscal Impact	Comments
Increase tipping fees by 5%	\$154,500	<b>Approved by R-Board on 9/3/14</b>
Increase tipping fees for all City waste to \$34/ton	\$125,000	City tipping fees for all waste are currently \$20/ton
Adopt user fees of \$4 per trip for all residential drop off service, but offer substantial discounts for annual and multi-trip passes	\$1,081,500	Annual pass available for \$100 (33% discount), and 10-trip pass for \$30 (25% discount)
<b>TOTAL</b>	<b>\$1,361,000</b>	

The Board considered the matter at their October 7<sup>th</sup> meeting, and directed their R-Board representatives to consider any options to balance the R-Board budget that does not stop litter control efforts, and that does not require a subsidy from the County.

If the R-Board decides to increase City tipping fees, staff suggests that implementation of higher tipping fees for the City be made effective no sooner than July 1, 2015, to allow this change to be addressed during the FY2016 budget cycle.

If the R-Board elects to implement fees for resident drop off services, staff requests ample time to develop the procedures and staffing necessary ensure a smooth transition, and to inform our customers of the impending changes. We suggest the schedule below as the earliest feasible timeline for implementation.

<u>Action</u>	<u>Completion</u>
Develop draft implementation strategy and staffing plan	November 14, 2014
Receive input on plan from R-Board	November 19, 2014
Modify plan and proceed to implement	February 18, 2015
<b>Implement Resident drop off fees</b>	<b>March 1, 2015</b>

If these fees are authorized, staff will use every means to communicate this information to City and County residents, and implement procedures designed to make this transition as smooth as possible.

Staff has prepared the draft resolution RB14-12 for consideration by the R-Board.

KCD:kd

PROPOSED  
RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At the regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, Stafford County Administration Center, 1300 Courthouse Rd., Stafford, Virginia, on the 13<sup>th</sup> day of October, 2014;

---

Members:

Vote:

Mathew J. Kelly, Chairman  
Paul V. Milde, III, Vice-chairman  
Beverly R. Cameron  
Anthony J. Romanello  
Gary Snellings  
William C. Withers, Jr.

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On motion of , seconded by , which carried by a vote of to , the following was adopted:

A RESOLUTION ADOPTING USER FEES FOR RESIDENTIAL DROP OFF SERVICES  
AND AMENDING TIPPING FEES FOR WASTE DELIVERED TO THE LANDFILL  
FROM THE CITY OF FREDERICKSBURG

WHEREAS, the financial situation of the R-Board requires that measures be taken to improve financial performance and provide additional funding to restore reserve funds and provide for capital improvements; and

WHEREAS, the R-board has determined that implementation of user fees for residential drop off service at the Eskimo Hill Road and Belman Road drop off locations will help meet this goal; and

WHEREAS, the R-Board desires to offer options for discounted rates for residents; and

WHEREAS, increasing tipping fees from the City of Fredericksburg from the current rate of Twenty Dollars (\$20) per ton to Thirty-four Dollars (\$34) per ton will provide additional revenue, while being equitable to charges incurred by other customers of the R-Board; and

WHEREAS, the R-Board desires that ample time for implementation be provided to allow customers to be advised and plan for these increases;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 13th day of October, 2014, that the tipping fees for solid waste delivered by the City of Fredericksburg be Thirty-four Dollars (\$34) per ton; and

BE IT STILL FURTHER RESOLVED that the amended fees for the City of Fredericksburg be made effective no sooner than July 1, 2015; and

BE IT STILL FURTHER RESOLVED that customers using the residential drop off locations on Eskimo Hill Road and Belman Road be charged a minimum rate of Four Dollars (\$4) per visit, with discounted rate of One Hundred Dollars (\$100) per year for an annual pass, and Thirty Dollars (\$30) for Ten (10) visits; and

BE IT STILL FURTHER RESOLVED that the fees for the use of residential drop off centers be made effective no sooner than March 1, 2015.

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

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Keith C. Dayton, Director