

## MINUTES

### RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

October 12, 2016

George L. Gordon Government Center

Conference Room A/B/C

**Meeting Convened:** A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:32 a.m. on October 12, 2016 at the George L. Gordon Government Center, Conference Room A/B/C.

**Roll Call:** The following members were present: Mathew Kelly, Chairman; Paul V. Milde, III, Vice-chairman; Timothy J. Baroody; William C. Withers, Jr.; and Keith Dayton, who advised he was serving as the alternate for the County Administrator. Jack Cavalier was absent.

Also in attendance were: William Hefty, Esq., R-Board Attorney; Jason Pauley, R-Board Superintendent; Ricky Markwardt, Diane Jones, Julie Williams-Daves, and Pamela Timmons, R-Board staff; Mark Whitley, Assistant Manager City of Fredericksburg; and Michael Smith, Deputy County Administrator.

**Approval of minutes of prior meeting:** Mr. Withers motioned, seconded by Mr. Kelly, to approve the minutes for the August 17, 2016 meeting.

By voice, the vote was:

Yea:	(5)	Baroody, Dayton, Kelly, Milde, Withers
Nay:	(0)	
Absent:	(1)	Cavalier

**Presentations by the Public:** No members of the public wished to speak.

**Presentations by the R-Board:** Mr. Kelly updated members with regards to initiatives to work on waste issues regionally. Mr. Baroody noted that there had been discussion with University of Mary Washington to work with area leaders as a facilitator in considering options for a regional approach to solid waste management.

#### **Report of Staff:**

Mr. Pauley reported on the following:

**Cells C, D, and E Closure Update:** Closure is going well and despite recent rain events the work should continue to stay on schedule.

**Cell F2 Filling Status:** Staff estimates that the cell has utilized 13.5% of airspace. The semi-annual air survey will be done and staff will report the finding at the Board's next meeting.

**Personnel Status Update:** The R-Board is currently staffed at 28 full-time personnel, and authorized for 30 full-time and 4 part-time positions. There are two full-time positions that are in the process of being filled with internal candidates.

Ms. Williams-Daves reported on the following:

A DEQ report for the 2<sup>nd</sup> quarter inspection was received. Staff will be working to clear up record-keeping concerns from DEQ. A 3<sup>rd</sup> quarter inspection has been done. Ms. Daves believes it went well, and we are waiting on the inspection report from DEQ. Staff will be meeting with DEQ's Northern Virginia office regarding the R-Board's recent VDOT property acquisition and groundwater monitoring requirements. The R-Board's 2014 VPDES Industrial Storm Waste Water General Permit required testing for TMDL levels. The last 4 samples are below levels are concern. No further action is required at this time.

Ms. Jones reported on the following:

**Litter Crew Activities:** The litter crew has posted good numbers, as well as taking an aggressive stand on collection of illegal signs. Mr. Milde requested that the crew be asked to collect illegal signs in the Brooke area.

**Household Hazardous Waste Day Results:** The Household Hazardous Waste Day on September 17<sup>th</sup> at the City's Public Works shop was a success. Rappahannock Area Goodwill reported a 50% increase in collection at this event of E-Waste.

**2017 Annual Pass Sales Schedule** Sale of the annual passes for 2017 will begin on November 14, 2016. There has been no change in the price for a pass.

Mr. Dayton reported on the following:

**Staff Highlights and Recognition:** Mr. Dayton advised the Board that included in their packages were several highlights of recent staff successes. He also reported that Mr. Pauley will assume the position of Interim Assistant Director of Utilities effective Monday, October 17, 2016.

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

**Financial Summary: First Quarter FY2017**

Revenue is currently forecast to finish \$850,000 above budgeted revenue. This projection includes the impact from flow control. Sludge revenue was also ahead of projection. Mr. Dayton noted that this was in part due to the cooperative work between the R-Board and the Stafford County Department of Utilities. The landfill is able to coordinate the delivery of sludge with greater efficiency, resulting in better service to the Utility Department and greater quantities of sludge. He also noted that there is a dialogue with the City of Fredericksburg regarding a similar arrangement. He noted that the approved budget listed a \$3 million drawdown from reserves. After the budget was voted upon, the participating localities voted to provide loans for closure, which significantly reduced the need to draw down the reserve funds. Mr. Dayton advised that a budget amendment will be brought back to the Board at their next meeting.

Expenses appear to be ahead at this point in the fiscal year, but this is due in part to the encumbering of purchase orders for contractual obligations, including our consultant support and heavy equipment maintenance.

**Weight & Material Analysis: First Quarter FY2017**

Mr. Dayton noted that curbside collection weights are up 100%. City collections are down slightly, as are the Belman Road and Eskimo Hill residential use areas. C&D intake was strong. He noted that with regards to both the weight and material and financial reports it was still early in the year.

Mr. Dayton then pointed out the reductions in non-billable categories collected by the R-Board in the past three fiscal years. In FY2014, 27% of the waste was non-billable, FY2015 it was at 13.4%. Current analysis shows non-billable amounts at 0.14% of total collections.

Mr. Dayton went on to note that other R-Board decisions have enhanced fiscal performance, including resident fees and flow control. Cost per ton of solid waste for operations has been reduced by \$11 over the last six fiscal years, while the revenue generated per ton of solid waste has risen by \$6 per ton. Mr. Withers thanked Mr. Dayton for the progress that has been made, and went on to note that the financial performance information excluded the impact of capital costs. He commented that the data presented would be more meaningful if it included this component.

Mr. Milde commented that this information is very useful in confirming that the R-Board is headed in the right direction.

**Old Business:**

**Amended and Restated Operational Agreement Update:**

Mr. Dayton reported that that conversation with the City was progressing but that additional conversations were necessary before providing a definitive report.

He noted that this was his last scheduled R-Board meeting as Director, as he was scheduled to retire on December 5<sup>th</sup>.

The Boards next meeting was scheduled for December 21<sup>st</sup>. Mr. Kelly advised he wanted to meet as there needed to be discussion and progress made regarding the Amended and Restated Operational Agreement.

**Adjournment:** The meeting was adjourned at 8:56 a.m. by a motion by Mr. Withers and seconded by Mr. Milde.

**Next Meeting:** The next regular meeting is scheduled for December 21, 2016 at 8:30 a.m. at the George L. Gordon Government Center, Conference Room A/B/C.



Keith C. Dayton, Director & Deputy County Administrator



Pamela L. Timmons, Clerk

