

## MINUTES

RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD  
November 20, 2019  
George L. Gordon, Jr., Government Center  
Board Chambers

**Meeting Convened:** A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:30 a.m. on November 20, 2019, at the George L. Gordon, Jr., Government Center, Board Chambers.

**Roll Call:** The following members were present: Meg Bohmke; Cindy C. Shelton; William C. Withers, Jr.; Tim Baroody; Matthew Kelly; and Thomas Foley.

Also in attendance were: Bill Hefty, Esq., R-Board Attorney; Rick Markwardt, Landfill Superintendent; Diane Jones, Recycling Coordinator; Sofia Gilani, Environmental Technician; and Joe Buchanan, Director.

**Approval of the minutes of prior meeting:** Ms. Bohmke motioned, seconded by Mr. Kelly, to approve the minutes from the August 21, 2019 meeting.

By voice, the vote was:

Yea: (6) Baroody, Bohmke, Foley, Kelly, Shelton, Withers  
Nay: (0)

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

Tim Rudy - Looking for assistance for the abandoned boats in the county.  
Robin Presnell - Trailer fee for the Landfill  
Carl Vaughan - Trailer fee for the Landfill

**Presentations by the R-Board:** The following R-Board members desired to speak:

Mr. Withers - Thanked Mr. Buchanan for the Landfill tour.  
Ms. Bohmke - Thanked Mr. Buchanan for the Landfill tour. Happy to have a full-time director. Will follow up with Mr. Rudy's concern.  
Ms. Shelton - Directed Mr. Smith to contact Mr. Rudy regarding boats, and directed Ms. Morris to get contact information from citizens regarding trailer fee.

**Report of the R-Board Superintendents:**

Mr. Markwardt reported on the following:

### **Cell F2 Filling Status**

Mr. Markwardt reported that the filling of Cell F2 continues without issue. Approximately 1,722,820 cubic yards of available airspace has been consumed. If filling continues at this rate, there is approximately 16 months of life expectancy for Cell F2 from July 2019. DAA reports the life expectancy for Cell F2 is November 2020, and the next flyover is scheduled for January 2020.

### **Free Storm Debris Update**

A total of 471 residents were served from August 21 to September 1 with free yard debris disposal due to the storm in August.

### **New R-Board Office Building**

The new office building is taking shape. The C2 Crew, along with personnel from Camp 21 have removed old material from the building in preparation for painting, flooring, communications, and HVAC work. Occupation of the building may be as early as December 2019.

### **Replacement Equipment Deliveries**

The John Deere 755 Track Loader arrived on October 2, and was placed into service on October 14. The Mack Roll-off Truck is expected in February 2020, and the GPS is still pending development of an RFP.

Mr. Kelly would like the R-Board to come up with alternatives to help slow the filling of the Landfill cells.

Mr. Canty reported on the following:

### **Personnel Status Update**

Mr. Canty reported that the R-Board is authorized for a total of 38 employees (32 full-time and 6 part-time). Currently, all positions are filled, with a part-time Heavy Equipment Operator being advertised.

Many employees have completed SWANA and DEQ Universal Waste training, as well as VDOT Flagger's certificates. Eight employees also completed the DPOR Waste Management Facility Operator training, which qualifies them to test for their Facility Operator's license. One employee was also recognized during the Make a Difference campaign.

Ms. Bohmke asked Mr. Canty to explain SWANA. Mr. Canty responded that SWANA is the Solid Waste Association of North America, and they train and certify employees in solid waste management. Ms. Shelton inquired about the open PT position. Mr. Canty said that it is ongoing, and has been difficult to fill.

**Environmental Compliance/Permit Amendment Status:** Ms. Gilani reported that on August 14, the Virginia Department of Environmental Quality (DEQ) conducted its third quarterly inspection. The inspector noted exposed waste and insufficient cover east and south of the working face. Staff is taking steps to ensure consistent coverage.

On September 10, 2019 the R-Board received confirmation of our new VPDES permit. The new permit requires the Storm Water Pollution Prevention Plan (SWPPP) to be updated within 90-days which has been completed.

On September 30, 2019 Draper Aden Associates conducted the quarterly gas monitoring event. During this event, gas boundary probe GP-07 exceeded the 25% lower explosive limit at 25.6%. This resulted in an issuance of a warning letter on October 9<sup>th</sup>. In response, Mr. Markwardt informed DEQ that the R-Board would increase compliance probe monitoring to weekly for GP-07 and the two probes on either side. Four consecutive weekly testing results resulted in acceptable levels and the R-Board will transition to monthly monitoring for three consecutive months. If GP-07 is in compliance for three consecutive months then we will return to the quarterly monitoring schedule.

The analytical results of the storm water samples collected on September 30<sup>th</sup> revealed two exceedances at Outfall-008 with a pH level of 3.33 and total zinc of 0.344 mg/l, whereas the permitted limits are 6.0-8.8 S.U. and 0.20 mg/l – respectively. We intend to perform an acid-sulfate soil study to determine if the exceedances are attributed to the native soil within the drainage basin area.

On October 10, 2019 DEQ approved the proposed facility-wide background groundwater protection standard value of 121.6 µg/l for arsenic. The original value was 10 µg/l. This increase will likely prevent the R-Board from experiencing any arsenic exceedances at either the closed or active landfills.

**Recycling Manager Report:** Ms. Jones reported that staff has continued to move materials from the City of Fredericksburg, and from the residential convenience centers located at Eskimo Hill and Belman Road. The markets continue to be experiencing fluctuations of decline. For FY20, the single-stream contract holds the costs stable at a flat rate for processing and a flat rate for transportation. Staff will be researching the most efficient and cost effective scenarios for the materials going forward into the FY21 budget cycle.

Staff reported at the last Board meeting that they would be working with Fairfax County to deliver clean, separated glass to Fairfax's glass processing facility. On October 30<sup>th</sup> the first load was taken from the Belman Road Residential Convenience Center to the Fairfax processing facility. Fairfax reported that the weight of the load and the cleanliness of the material was good, weighing in at 10,140 lbs. Staff is in the process of retrofitting a container for the Eskimo Hill residential drop-off site so that the glass captured there can be taken to Fairfax as well. This is a 6-month pilot during which Fairfax will be providing transport at \$300 per haul round-trip.

The Household Hazardous and Electronics Waste day was held at the Fredericksburg City shop located at 1000 Tyler Street on Saturday, November 9<sup>th</sup>. A total of 310 residents participated. The handling of latex was again performed in-house, and five tons of latex paint was collected. The material was dried for landfilling.

A promotion and a resignation within the Clean Community Crew (C2 Crew) necessitated the hiring of two new employees, both of whom can do the important road work but also have a strong skillset for outreach and education. Litter collection proceeded at a good pace. Additionally, our partners with the Rappahannock Regional Jail provided 22 litter collection days this quarter.

The R-Board has received the Department of Environmental Quality non-competitive litter and recycling grant in the amount of \$23,315. This amount is down slightly from last year. The amount granted is based on beverage container sales taxed as well as the jurisdiction's population and road miles. Staff also applied for a competitive litter grant with our regional partners. The awards for these applicants had not been made public at the time of this report.

In a continued effort to facilitate information on the voluntary recycling program, the R-Board engaged Kevin Henry Mileposts to produce a video, encouraging neighbors to cooperate in collection and transportation efforts. The video was placed on the R-Board's newly created YouTube Channel. As of October 31, the professionally-produced video had over 400 views. The original video produced internally featured Councilor Billy Withers at his home encouraging voluntary glass separation from curbside collection. This video was posted eight months ago and has had 1200 views.

Ms. Bohmke noted that she received an email regarding recycling, and said that many citizens are not as educated on recycling as they should be. Fortunately, community outreach can continue to spread the word. Ms. Shelton also noted that many water bottles are not recyclable.

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

**Financial Summary (FY 2020 – through October):** Mr. Buchanan reported Finances for the R-Board are in good shape through October 2019. The current revenue is up over 14% for the first four months of the year due to increases in commercial activity. Costs are in line with budget including capital costs. Currently the R-Board has \$14,017,172 in cash and short-term investments.

The current Landfill operating cell (F-2) is estimated to be filled to capacity in November, 2020. This was confirmed by the most recent calculations from Draper Aden (landfill engineers). The next cell (F-3) will cost \$4,000,000 based on estimates from staff and Draper Aden. This project will take one year to complete, including bid process and construction. The new cell is not in the current budget but can be paid by using current operating funds and unrestricted bank funds per the attached schedule. The cell construction will start in FY2020 and be completed in FY2021. The following steps are needed to proceed with new cell: Change current advanced payment for Cell F-2, increase amount of Draper Aden contract, convert Sofia Gilani from part to full time, increase Commercial rates, begin excavation of new cell by staff (started October), use of tarps to reduce dirt usage by 50% extending life of current cell by one month, and prepare bid documents and wet lands permit that Draper Aden began in October within the current purchase order.

Staff has identified 3 acres of landfill-able area currently used for a pump station. This area is not included in any permits for landfilling use. However, this area could be added to permit and add over 1 million cubic yards of airspace. Our next cell is 7.1 acres with 1.2 million yards of airspace. There will be landfill cell engineering costs and costs to relocate the pump station. Because of the location of this area, it will cost less to construct while adding this area will create operational efficiencies. The current construction design needs to be updated to include more efficient methods of building out a landfill cell that will save both time and costs.

Other Items include moving one of the gate attendant sheds to exit lane to have better cash management. This will allow for verification of daily receipts, and create actual weight tickets for tracking of waste stream to Landfill. Also needed is the repair of the methane flare's current electrical panel and repair VFD for costs of \$23,000. Staff is also working with the County to move into the new office building prior to end of year, for all office staff and landfill management to be at one location.

Ms. Bohmke noted that she received some reports of flat tires from citizens after visiting the Landfill. She appreciated Mr. Buchanan's efforts to fix the issue.

**New Business:**

**Annual Financial and Operational Report** This was provided at the meeting, for review.

**Cell F2 Debt/Cell F3 Construction and DAA Contract Increase**

The original payment for this debt is \$681,340, paid equally to the City and the County each year, and the Board approved a prepayment of \$1,681,340 in the current budget year to retire the loan. Staff recommends a payment of the current amount of \$681,340, and redirects the \$1,000,000 to the development of Cell F-3 which will begin in FY 2020, for which monies were not budgeted. Staff intends to pay for the construction of the new cell without incurring additional debt.

Cell F-3 will cost approximately \$4 million dollars to build, which includes engineering, bidding and construction costs. The timeline to build will take one year and will be completed by November, 2020.

Mr. Baroody asked about the Operational Agreement and how it relates. He noted that it prescribes a different percentage of participation by the City, so he wanted to have a conversation as to how this plays into the F3 construction. Mr. Buchanan said that for the new cell development, the percentages will have to be looked at. Good news is that this will be paid for with current funding. He felt that it would not affect percentages going forward because of the use of current funds as opposed to borrowed funds. Mr. Baroody said that everyone is anxious to begin construction of Cell F3, and there needs to be decisions made on how F3 will be treated. Mr. Foley said that there is an agreement in place that has five years remaining. He agreed that moving forward with the resolution was important, but conversations will need to continue. Mr. Foley said that the issue needs more clarity, and he would like more direction from the Stafford BOS, as well as the additional conversations with Mr. Baroody. Mr. Kelly wished to have it noted that this is for planning purposes and the construction aspect is still under discussion.

Ms. Bohmke motioned, seconded by Mr. Withers, to adopt proposed Resolution RB19-11.

By voice, the vote was:

Yea:	(6)	Baroody, Bohmke, Foley, Kelly, Shelton, Withers
Nay:	(0)	

Resolution RB19-11 reads as follows:

A RESOLUTION TO AUTHORIZE AN ADJUSTMENT OF THE PRE-PAYMENT FOR CELL F2 DEBT FOR USE IN PLANNING FOR THE CONSTRUCTION OF CELL F3

WHEREAS, the R-Board is committed to providing high quality solid waste services to the residents and businesses in the City of Fredericksburg (City) and Stafford County (County); and

WHEREAS, the R-Board is also committed to operating the Rappahannock Regional Landfill in a cost effective and financially sustainable manner; and

WHEREAS, the R-Board desired to retire the debt incurred for construction of Cell F2 prior to construction of Cell F3, resulting in a payment of \$1,681,340 in the current fiscal year; and

WHEREAS, staff desires to change the pre-payment of \$1.6 million dollars to a regular payment of \$681,340, leaving \$1 million dollars available for the planning, design, and bidding of Cell F3, but not the actual construction;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20th day of November, 2019, that the adjustment of the pre-payment of the Cell F2 debt in the amount of Six Hundred Eighty-one Thousand and Three Hundred Forty Dollars (\$681,340) for Cell F2 and One Million Dollars (\$1,000,000) for planning, design, and bidding of Cell F3, but not the actual construction, be and it hereby is approved.

The R-Board is asked to consider authorizing an increase to the current budget for environmental services needed for preparing bid construction documents for the building of Cell F-3, including wetlands permitting and additional services as needed for engineering. Also for consideration, is the conversion of the Environmental Technician position from part-time to full-time.

Mr. Withers motioned, seconded by Ms. Bohmke, to adopt proposed Resolution RB19-12.

By voice, the vote was:

Yea: (6) Baroody, Bohmke, Foley, Kelly, Shelton, Withers  
Nay: (0)

Resolution RB19-12 reads as follows:

A RESOLUTION TO AUTHORIZE AN AMENDMENT TO A CONTRACT WITH DRAPER ADEN ASSOCIATES FOR PROFESSIONAL SERVICES

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) voted by Resolution RB16-05 to authorize a professional services contract with Draper Aden Associates (DAA) to provide environmental monitoring and engineering support for a period of one (1) year commencing on July 1, 2016; and

WHEREAS, the R-Board desires to begin construction of Cell F3 to ensure City and County residents have a means to dispose of solid waste materials in an environmentally responsible manner; and

WHEREAS, additional funding is required to enable Draper Aden to aid in the construction of the Landfill Cell F3, for wetlands permits, bid document preparation, and quality control of the construction of Cell F3, in the amount of \$165,000; and

WHEREAS, DAA has consistently provided professional services with the highest quality; and

WHEREAS, funds are available in the R-Board Reserve Fund;

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019, that the County Administrator, or his designee, is authorized to execute a contract with Draper Aden Associates to provide wetlands permits, bid document preparation, and quality control services in an amount not to exceed One Hundred Sixty-five Thousand Dollars (\$165,000), unless modified by a duly-executed Contract Amendment; and

BE IT FURTHER RESOLVED that the conversion of the part-time Environmental Technician position to a regular full-time position to provide additional support for the increased oversight of the construction of Cell F3 at the Rappahannock Regional Landfill, is authorized effective January 1, 2020.

**Authorize a Public Hearing for Commercial Fee Changes and Fee Reduction for Dirt**

Operational costs continue to rise each year, and R-Board staff has done an excellent job of controlling costs, but with the increasing costs of payroll, capital equipment, fuel, and new cell development it is necessary to adjust the rates for commercial customers by 3%. A recent review of similar landfills in our market area show that the Regional Landfill is on the lower end of pricing for commercial customers. Staff requests authorization to hold a public hearing to provide businesses and constituents an opportunity to express to the R-Board their thoughts or concerns. If approved, the increase would go in effect on March 1, 2020.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopt proposed Resolution RB19-13.

By voice, the vote was:

Yea: (6) Baroody, Bohmke, Foley, Kelly, Shelton, Withers  
Nay: (0)

Resolution RB19-13 reads as follows:

A RESOLUTION TO AUTHORIZE A PUBLIC HEARING TO CONSIDER CHANGES TO  
THE FEE SCHEDULE FOR COMMERCIAL CUSTOMERS

WHEREAS, the R-Board is committed to establishing fees that fairly compensate the R-Board for the solid waste services provided; and

WHEREAS, this rate of return for services is inadequate to compensate the R-Board sufficiently for the cost of providing these services, and is insufficient to fund operation, maintenance, capital equipment replacement, new cell construction, and closure/post-closure expenses; and

WHEREAS, the Landfill experiences increases each fiscal year to operate; and

WHEREAS, staff recommends a 3% increase in all commercial rates to compensate for increases in operating costs; and

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019 that the Landfill Director be and he hereby is authorized to advertise a public hearing to consider commercial rate changes.

The Landfill currently charges both the County and City \$26 per ton to dispose of dirt. The Landfill currently moves clean dirt to the working face to create slopes, cover material, and have on-hand as a fire-fighting material. It is staff's recommendation to allow the City and County to deliver clean dirt as determined by Landfill staff, at no cost.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopt proposed Resolution RB19-14.

By voice, the vote was:

Yea: (6) Baroody, Bohmke, Foley, Kelly, Shelton, Withers  
Nay: (0)

Resolution RB19-14 reads as follows:

A RESOLUTION TO AUTHORIZE CHANGES TO THE FEE SCHEDULE  
FOR CLEAN DIRT DELIVERED TO THE LANDFILL

WHEREAS, the R-Board is committed to establishing fees that fairly compensate the R-Board for the services provided; and

WHEREAS, there is currently a charge of \$26 per ton to deliver dirt to the Landfill; and

WHEREAS, the Landfill uses the clean dirt as a beneficial method to create working face slopes, cover material, and as a fire-fighting material; and

WHEREAS, staff recommends the clean dirt to be delivered to the Landfill at no charge, by Stafford County and the City of Fredericksburg;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019 that the clean dirt rate be amended, and allow delivery at no cost for Stafford County and the City of Fredericksburg, effective January 1, 2020.

**Initiate Leaf Composting, Rules and Regulations Update, Commercial Gate Hours**

Material is currently being delivered into the landfill and disposed of at a cost of \$41 per ton. The material will be stored in a separate area but will need to be prepared for composting and will take approximately 9-12 months to be considered a compost product. Staff will be required to prepare a site

and turn the material as needed which results in a \$26 per ton cost. The reduction in materials being landfilled, and the cost savings, will be a positive result for the Regional Landfill and the City.

Mr. Kelly asked that staff continue to look into composting - what is out there, where we could potentially go, as well as the cost - and present any findings at the next meeting.

Mr. Kelly motioned, seconded by Ms. Bohmke, to adopt proposed Resolution RB19-15.

By voice, the vote was:

Yea:	(5)	Baroody, Bohmke, Foley, Kelly, Withers
Nay:	(1)	Shelton

Resolution RB19-15 reads as follows:

A RESOLUTION TO INITIATE A LEAF COMPOSTING SYSTEM AND  
A CHANGE TO THE FEE SCHEDULE FOR LEAF COLLECTION

WHEREAS, the R-Board is committed to establishing new practices for beneficial uses; and

WHEREAS, leaves that are collected by the City of Fredericksburg are disposed of at the Landfill at a cost of \$41 per ton; and

WHEREAS, the Landfill proposes to assign a site for this material to be stored to create a compostable material; and

WHEREAS, due to the reduction in materials being landfilled, staff recommends a reduced rate of \$26 per ton, which will be a positive result for the Regional Landfill and the City;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019 that the R-Board be and it hereby does reduce the leaf collection rate from \$41 per ton, to \$26 per ton, effective November 21, 2019.

After initiation of the oversized load fee, Landfill staff made exceptions to the rule by allowing residents to transport solid waste in trailers with up to four 100-gallon trash bins for the \$5 fee, under their annual pass, or with their coupon book. Landfill staff recommends this exception be extended to cargo vehicles as well. Additionally, staff recommends an adjustment to the Oversized Load fee to include all material, including but not limited to construction and demolition, solid waste, yard waste, and mulch.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopt proposed Resolution RB19-16.

By voice, the vote was:

Yea:	(6)	Baroody, Bohmke, Foley, Kelly, Shelton, Withers
Nay:	(0)	

Resolution RB19-16 reads as follows:

A RESOLUTION TO AUTHORIZE CHANGES TO VERBIAGE IN THE RULES AND REGULATIONS REGARDING

OVERSIZED LOAD FEE

WHEREAS, on May 15, 2019, the R-Board adopted resolution RB19-02, which established an oversized load fee; and

WHEREAS, this fee allowed trailers over 8-feet in length carrying solid waste to be charged a fee of \$20 and a charge of \$5 for yard debris; and

WHEREAS, staff allowed exceptions to the rule by allowing residents to transport solid waste in trailers with up to four 100-gallon trash bins for a \$5 fee; and

WHEREAS, staff desires to extend this exception to cargo vehicles as well; and

WHEREAS, staff desires a change in verbiage to the term, "solid waste;" and

WHEREAS, staff recommends allowing the exception to cargo vehicles, and the rules and regulations verbiage to read, "any material, including, but not limited to, construction, demolition, solid waste, yard waste, and mulch;"

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019 that the rules and regulation regarding oversized load fee be amended.

The Landfill's closing hours are currently different, with the residential side closing at 4:30 pm and the commercial side closing at 5:00 pm. Staff recently conducted a time study showing that between the hours of 4:30 pm – 5:00 pm less than 2% of our commercial activity takes place. The open commercial gate creates a safety issue, as residential customers trying to enter the commercial gate. Staff recommends both gates closing at the same time.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopted proposed Resolution RB19-17.

By voice, the vote was:

Yea: (6) Baroody, Bohmke, Foley, Kelly, Shelton, Withers

Nay: (0)

Resolution RB19-17 reads as follows:

A RESOLUTION TO CONSIDER CHANGES TO THE COMMERCIAL GATE HOURS

WHEREAS, the landfill closing hours are currently different, with the residential side closing at 4:30 pm and the commercial side closing at 5:00 pm; and

WHEREAS, staff recently conducted a time study showing that between the hours of 4:30 pm – 5:00 pm, less than 2% of our commercial activity takes place; and

WHEREAS, the open commercial gate creates a safety issue, as residential customers trying to

enter the commercial gate; and

WHEREAS, staff recommends an adjustment to the commercial gate hours, closing at 4:30, from 5:00;

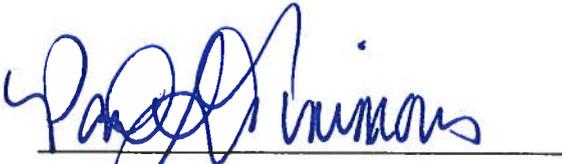
NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 20<sup>th</sup> day of November, 2019 that the R-Board Director be and he hereby is authorized to adjust the commercial gate operating hours to 8:00 a.m. - 4:30 p.m., effective January 1, 2020.

**Adjournment:** The meeting was adjourned at 10:00 a.m.

**Future Session:** The next regular meeting will be held on February 19, 2020, at the George L. Gordon Government Center, 8:30 a.m., in Board Chambers.



Joseph A. Buchanan, Director



Pamela L. Timmons, Clerk