

MINUTES
RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD
NOVEMBER 17, 2021
Board Chambers

Meeting Convened: A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:33 a.m. on November 17, 2021.

Roll Call: The following members were present: Timothy J. Baroody; Meg Bohmke; Matthew J. Kelly; Cindy C. Lamb; Frederick J. Presley; and William C. Withers, Jr..

Also in attendance were: Bill Hefty, R-Board Attorney; Rick Markwardt, Landfill Superintendent; Chris Hoover, Assistant Landfill Superintendent; Diane Jones, Recycling Manager; Francesca Johnson; Community Outreach Supervisor; Pamela Timmons, Clerk; and Joe Buchanan, Director.

Approval of the minutes of prior meeting: Mr. Kelly motioned, seconded by Mr. Withers, to approve the minutes from the September 1, 2021 meeting, with clerical changes on pages 1 and 3.

By roll call, the vote was:

Yea:	(6)	Baroody, Bohmke, Kelly, Lamb, Presley, Withers
Nay:	(0)	

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

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

Mr. Kelly - With changes occurring throughout the years, it would be a good idea to create a working group for community discussions on a path for the future of solid waste. Also include groups such as the Sierra Club, Waste Companies and Private citizens.

Ms. Lamb - Agreed with Mr. Kelly, because alternative models should be explored. Also wished to commend Dan McCary for keeping the Belman site so clean and orderly.

Mr. Withers - Very much agreed with Ms. Lamb regarding the condition of the Belman site. It is a special group of employees that work so hard to keep the site so nice.

Mr. Presley - The search for Mr. Buchanan's replacement is ongoing. Interviews will be occurring over the next two weeks, with hopes that the chosen candidate will be sent an offer letter sometime in December.

Ms. Bohmke - In agreement to create a stakeholder's group to meet regarding the future of solid waste management. Requested that Mr. Buchanan please convey his thoughts on this subject before his departure. Also requested that this item be added to the February, 2022 agenda.

Report of the Landfill Superintendent: Mr. Markwardt reported on the following:

Cell F-3 Operations Cell F-3 is filling without any issues at this time. The next flyover to determine remaining airspace will be around January 1, 2022

Compost The new Compost Permit is in the final stage. It is currently published for public comment with a closing date of December 2, 2021. If no comments are received, staff could have the new permit issued within a couple of weeks.

New Equipment FY22 authorized the leasing of three new pieces of equipment – one Excavator, one Dozer, and one Compactor from Carter Cat. The leasing terms were returned from Carter Cat with changes. The R-Board Attorney has approved these changes and returned the lease to County Procurement, where it is currently in the review process.

Mr. Markwardt also reported that the purchase order for the posi-shell has been obtained. Ms. Bohmke asked for a timeline, and clarification for the change to a shell. Mr. Markwardt stated that it would be approximately 11-13 weeks, and that it was much easier and quicker to cover at the end of each day.

Report of the Assistant Landfill Superintendent: Mr. Hoover reported on the following:

Staffing The R-Board is currently authorized for a total of 42 staff positions. At this time, 33 full-time and 4 part-time positions are filled. MacKenzie Bellimam, the R-Board's Environmental Technician took on a new position with the City of Fredericksburg. Staff is currently in the interview process to fill her position. Jared Kosyzk, Heavy Equipment Operator II, also left the landfill and now works for the Department of Utilities. Daniel Gresham, Heavy Equipment Mechanic II, left the landfill after obtaining another mechanic position. There have also been new hires join the team since the last meeting. Michael Estur and Charlie Morrow were hired as Maintenance Worker I staff members. Zach Johnson and Carlus Logan were hired as Heavy Equipment Operators. Luis Beltran was selected to fill the Heavy Equipment Maintenance Supervisor Position. He will be joining the team on November 22nd.

Accolades Julius Brandon who was hired as a Maintenance Worker II in October 2020 was recently promoted to a Heavy Equipment Operator I. Cameron Morrow obtained her Class B Commercial Driver's License and was promoted to Heavy Equipment Operator II.

Training and Career Development All staff has completed a new SWPP training/exam that was made and put onto Cornerstone by our Environmental Technician. Will Graham obtained a DEQ Certification as a Responsible Land Disturber. Rick Markwardt, Michael Cross, Susan Carpenter, and Dennis Kenworthy all virtually attended a full day session of presentations and discussions on Virginia and Federal solid waste issues and regulations through SWANA (Solid Waste Association of North America).

Mr. Withers asked if the County jobs were competitive in the regional market, and Mr. Hoover said that the pay scale was recently increased for competitiveness.

Environmental Compliance Report: Mr. Hoover reported on the following:

VA DEQ Compliance Inspection SW Permit No. 589: On September 10, 2021, the Virginia Department of Environmental Quality staff conducted a compliance inspection of the solid waste management facility. During the inspection, DEQ staffed observed no deficiencies.

Environmental Compliance Training: Stormwater Spill Prevention Controls & Countermeasure training was developed for staff per state requirement. All staff completed training on how to respond to spill incidents.

VA DEQ Issue of Notice of Violation Referral NOV No. W2021-08-N-0008: On August 20, 2021 VA DEQ issued a Referral NOV. VA DEQ has reason to believe that the R-Board may be in violation of State Water Control Law §62.1-44 and the General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Storm Water Associated with Industrial Activity.

The R-Board submitted a written response to DEQ outlining what corrective action has been taken to mitigate this. The R-Board has applied agricultural lime to the ponds to provide chemical remediation. In addition, construction compliance schedules have been developed and followed to address these issues. For example, the impacted basins are scheduled to have upstream stormwater conveyance structures dredged to remove the impacted soil that is impacted these values. External soil has been brought to the site to provide a stable foundation to establish vegetation. It was evident that the existing soil on site was not nutrient rich enough to grow vegetation. This material will help stabilize the slopes and help reduce runoff to the outfalls. On September 21, 2021, DEQ, DAA, and R-Board staff met via a virtual conference call to discuss the referral NOV. DEQ agreed to the corrective actions that the R-Board submitted. In addition, DEQ stated that they would pursue a Consent Order without a civil charge pursuit because of the diligent attention the R-Board environmental and operations staff has administered. The R-Board will be working with Finish Line Contracting to administer certain corrective actions to mitigate stormwater runoff concerns. The project is scheduled to begin November 1 and will finish by the end of November, with an extension into December 2021 if deemed necessary.

DAA Engineering & Environmental Consulting: Groundwater R-Board is waiting response from DEQ for decision on Alternate Source Demonstration (ASD). Air: DAA is reviewing all necessary criteria for the Title V Permit renewal.

Recycling Manager Report: Ms. Jones reported on the following:

Household Hazardous and Electronics Waste Collection Day Stafford Regional Airport Authority (SRAA), has authorized the use of its property to host the Household Hazardous Waste Collection day for Spring, 2022. On November 5th staff sent out a request for quotes for a vendor to perform the service. Once a most responsible party is chosen, staff will work with the Vendor and SRAA to secure a date. Note that the R-Board now has a year-round waste electronics collection program at Eskimo Hill. Also, staff recently met with a new company located in the City of Fredericksburg called GreenChip E-Wst. Solutions. They are interested in doing a collection day for area residents this spring. With these programs in place, it is not anticipated that a separate collection for electronic waste will continue to be partnered with the household hazardous waste program. Freeing up space at the sight will help with moving more vehicles through safely.

Electronics Recycling The Stafford Middle School Leo's club has been managing the year-round electronic waste collection at Eskimo Hill residential drop-off site since late July, 2021. The program has been well received. The Leo's recently painted the collection building. The Leo's are interested in expanding their

program to the Belman Road residential drop-off site. They would apply for a grant through national Lion's Club to pay for the cost of the new collection site.

Re-Think Day On Saturday, November 6th, the R-Board sponsored a "Rethink" day with Habitat for Humanity at the Belman Road residential recycling center. The program collected used appliances, flooring, building materials, tools, and furniture. This was a pilot program to encourage the idea of "reuse" versus disposal of unwanted items. 14 residents participated. Habitat said they filled about ½ of a truck. Staff anticipates that the program will be expanded going forward.

Single-Stream Update A contract with Tidewater Fibre Corporation has been negotiated and signed. Staff continues to see the value of the single-stream per ton increase. This trend is easing the costs of processing, transportation and compactor rental fees.

Waste Tires Handling The R-Board continues to take tires from our residents and City of Fredericksburg Public Works Department. In recent months private enterprises have been identified that are able to serve commercially generated tires. The C2 Crew is monitoring for any new illegal tire dumping. They have not experienced any increases. Staff also continues to reach out to the Stafford Fire and Rescue. Stafford Deputy Fire Marshall John Ennis is keeping staff updated on any changes in volume or new dumping sites. At this time, he reports no uptick in illegal tire dumping.

Ms. Bohmke requested of County staff that the middle school students be recognized during an upcoming Board of Supervisors meeting.

Mr. Withers inquired about plastic bottle recycling. Mrs. Jones stated that to her knowledge, plastic bottles are being recycled, and only plastic bags must be disposed of properly, to be recycled. She will confirm this with TFC and pass on the information to the R-Board members.

Outreach Community Supervisor Report: Ms. Johnson reported on the following:

Litter Collection The R-Board collaborates with the Rappahannock Regional Jail (RRJ) to utilize the adult probationer community service requirement for roadside litter cleanup. The court assigns probationers a certain number of hours to be completed by a set date. Through this cooperation, from July 1 through October 31, 2021, there have been: 35 active adult probationers currently in the program with 632.50 non-paid hours; 655 bags of roadside litter collected with 346 miles of roads cleaned; 18 adult probationers completed the program with 470.25 non-paid hours; and 453 bags of roadside litter collected with 303 miles of roads cleaned. Staff also works with the Rappahannock Regional Adult & Juvenile Drug Court located at 618 Kenmore Avenue. The premise is the same as the RRJ assignees, but these folks have fewer hours and a quicker turnaround time. The court meets on Mondays and staff receives a new list of assignees on Tuesdays. The following information is provided from August 30 through October 31, 2021: 11 active assignees with 31.5 non-paid hours; 31 bags of roadside litter collected with 16.5 miles of roads cleaned; 25 assignees completed the program with 319.75 non-paid hours; and 301 bags of roadside litter collected with 117.25 miles of roads cleaned. With so many community service organizations closing its doors due to COVID, this program has continued to thrive. It is a win-win for the assignees, and certainly for Stafford County and the City of Fredericksburg.

Outreach/Education R-Board staff participated, facilitated, and supported several programs since the last meeting.

Virginia is for Lovers, Not Litter Month Three staff members and two volunteers participated in the #VaLoversNotLitter campaign by the Virginia Department of Transportation (VDOT). One hour was dedicated to the cleanup and 140 pounds of litter was collected.

VDOT Chatham Bridge Ribbon Cutting and Pedestrian Preview Participated in VDOT's Chatham Bridge Ribbon Cutting and Pedestrian Preview. The R-Board provided recycling containers for the event and provided tabling information on proper recycling and informed the City of Fredericksburg/Stafford County residents of the Regional Landfill and Belman Road recycling locations/services.

City of Fredericksburg Farmers Market Community Day Provided tabletop presentation to Farmers Market Community Day participants. Spoke to 36 City of Fredericksburg/Stafford residents and visitors at Hurkamp Park.

Central Rappahannock Regional Library Webinars Staff supported three composting webinars and one 5 Rules of Recycling webinar with the Central Rappahannock Regional Library.

Clean-up Efforts Supplied equipment to two volunteer groups' clean-up efforts, Colonial Forge High School and Brooke Point High School.

Community Pride The R-Board Community Pride program allows neighborhoods to rent a 40-cubic yard waste container for neighborhood cleanups. Since the last meeting, the R-Board has supported 2 Community Pride cleanups.

Earth Day 2022 The R-Board is serving on the planning committee for the Fredericksburg Parks, Recreation, & Events, Earth Day 2022 event.

Stafford County Parks and Recreation Department's Pratt Park Picture Show Attended tabling opportunity at the Stafford County Parks and Recreation Department's Pratt Park Picture Show. Staff created an R-Board Activity Book for the event to educate youth on recycling.

R-Board Website Staff requests approval to launch a new website. A new website would provide increased outreach and engagement opportunities for residents of the City of Fredericksburg and Stafford County.

R-Board Customer Satisfaction & Knowledge Survey Background At the February, 2021 meeting, it was decided that the customer satisfaction survey be delayed until closer customer contact could be facilitated safely. The survey questions were approved before M.C. Morris' departure. Staff would like approval on implementing the customer satisfaction survey. Many of the most devoted customers are older and more rural — and may not be inclined to respond to an online/electronic survey method, so the survey will be distributed at each location. The customer satisfaction survey could be safely distributed in a self-serve manner at each of each location. Gate attendants could encourage residents to take a survey and share their thoughts, depositing the survey cards in a mailbox provided at each site. These survey cards will be used to provide an entry point for discussion to the Volunteer Recycling Educator Program, as reported

earlier. Each person that takes the survey could be asked to provide their name and preferred contact information, be asked to participate in future focus groups and deeper customer service analysis. This allows the landfill to begin to build a customer profile and have a qualified pool of people who might be willing to provide a feedback loop before implementing changes. After the launch of the customer satisfaction survey, staff would suggest that another customer satisfaction survey be circulated to our commercial customers for their feedback. Staff would suggest providing an incentive to encourage customer satisfaction survey completion. Some suggestions are as follows: Provide a Single-use pass (\$5 value) to the first 100 completed surveys (Total Cost: \$500); Provide a Single-use pass (\$5 value) to the first 50 completed surveys (Total Cost: \$250); Giveaway option: Choose multiple giveaway winners by picking the winners at random from those that complete the survey by a certain date: 1 Annual Pass winner (\$120 value); 1 Coupon book winner (\$40 value consists of 10 passes); and 3 Single-use pass winners (\$5 value), with a total cost of \$175.

Mr. Baroody requested details on the miles that the litter crew cleaned. Ms. Johnson said that she would provide that to all R-Board members. Mr. Withers also requested that the roads be identified as to whether they were City or County roads. Mr. Withers also requested some adjustments to the incentives for the survey.

Mr. Presley motioned, seconded by Ms. Lamb, to approve adjustments to the incentives.

By roll call, the vote was:

Yea:	(6)	Baroody, Bohmke, Kelly, Lamb, Presley, Withers
Nay:	(0)	

Ms. Bohmke also requested that the Community Pride locations be identified.

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

Financial Summary: Mr. Buchanan reported finances for the R-Board are in good shape through October, 2021. The current revenue is up 9.8% for the first four months of the year due to increases in commercial waste. Costs are in line with budget. Currently the R-Board has \$14,201,420 in cash and short-term investments. Stafford County's Chief Financial Officer has determined that the requirements for Closure and Post Closure care were overstated by approximately \$2,000,000. It has been the R-Board's standard to keep in cash and investments the closure and post closure costs, and three months of expenses. That current amount is \$10,000,000. This is not a requirement, but a safety net. The only outstanding debt is the City and County bonds that will be paid off in 2023 and 2024 with approximately \$2,000,000 in costs, including interest of 1.5%. The lease for new equipment with Caterpillar hopes to be completed by end of year 2021. The budget allows for \$40,000 per month payments, which will not begin until delivery of equipment.

Mr. Withers suggested that the R-Board look at economic trends before paying debt in full due to the low interest rates.

Ms. Bohmke also mentioned, keeping \$2 million in reserve until a project arises. This could be discussed at a future meeting.

Mr. Buchanan also noted that the Carter Caterpillar lease for equipment has been signed.

Ms. Lamb asked for clarification for the “actuals” on the expense’s worksheet. Mr. Buchanan explained that in some cases, the expenses have not occurred, and as the fiscal year progresses, the R-Board will see changes.

Ms. Bohmke asked for clarification on Line 82-15. Mr. Buchanan explained that the line was used for the bond payments. Ms. Bohmke asked if the line could be clarified for future updates.

Capital Improvement Program: The CIP for the next five fiscal years is based on current volumes and staff recommendations. These estimates are using a conservative approach and there are several opportunities for improvement going forward. The total costs of this program would be paid using the following: Operational cash flow (\$1.5 million per year), \$7.5 million long-term and short-term investments. There is \$6 million in total costs (All CIP would be self-funded). The third entrance to the landfill is a conceptual idea that would require an engineering study and VDOT approval. It would allow a more equitable payment policy for all customers. The addition of the third entrance would allow current customers no interruption in service and create a safer and more productive experience for residents. If only new scales were budgeted it would be one half the costs. The development of the next cell is based on the current model. Staff has identified a non-permitted area that would require updated permitting (approximately 1.5 years) and moving of infrastructure. Based on early estimates, all costs for this project would bring the new cell in at \$3,000,000 vs \$5,000,000 for Cell G-1. The new cell would have the same or more capacity of the current F-3 Cell. The equipment in the CIP is based on a straight purchase and a lease option should be explored prior to purchase.

Public Hearing to Authorize Changes to the Fee Schedule Regarding Oversized Loads

Ms. Bohmke opened the public hearing.
No persons desired to speak.
Ms. Bohmke closed the public hearing.

Ms. Lamb motioned, seconded by Mr. Withers, to approve resolution RB21-10.

By roll call, the vote was:

Yea:	(6)	Baroody, Bohmke, Kelly, Lamb, Presley, Withers
Nay:	(0)	

Resolution RB21-10 reads as follows:

**A RESOLUTION TO AUTHORIZE CHANGES TO THE FEE SCHEDULE REGARDING
OVERSIZED LOAD FEES**

WHEREAS, ON May 19, 2019, the R-Board adopted resolution RB19-02(R), which established an oversized load fee; and

WHEREAS, there is a disparity between the \$5 fee for the standard load fee and the \$20 fee for oversize loads and annual passes cannot be used for trailers greater than 8' feet in length; and

WHEREAS, implementing a new fee structure at the landfill to enable larger residential loads to pay more equitably, without being required and inconvenienced by weighing on the commercial scales; and

WHEREAS, this fee allows trailers over 8-feet in length carrying solid waste to be charged a fee of \$20; and

WHEREAS, staff recommends the amended trailer rate structure and the \$20 fee for oversized loads is an equitable solution;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this 17th day of November, 2021 that the R-Board be and it hereby does authorize the amended trailer rate changes, effective January 1, 2022 for all residential customers. The trailer fee schedule is as follows:

Trailer Type	Current Fee	Proposed Fee
8' Trailers or Less	\$5	\$5
8' – 14' Trailers	\$20	\$10
Trailers greater than 14' and oversized loads that are not trailers	\$20	\$20

Mr. Kelly asked that Mr. Buchanan provide a timeline for using the scales.

Presentation of a Proclamation On behalf of the R-Board members, Ms. Bohmke presented Mr. Buchanan with a proclamation to commend him on a job well done, and wished him well.

Adjournment: The meeting was adjourned at 9:34 a.m.

Future Session: A regular meeting will be held on February 16, 2022, at 8:30 a.m., in Board Chambers.

Joseph A. Buchanan, Director

Pamela L. Timmons, Clerk