

DRAFT MINUTES
RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD
MAY 23, 2022
ACTIVITIES ROOM

Meeting Convened: A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:35 a.m. on May 23, 2022.

Roll Call: The following members were present: Meg Bohmke; Monica Gary; Jon A. Gerlach; and Michael T. Smith. Matthew J. Kelly arrived at 8:52, and Timothy J. Baroody was absent.

Also in attendance were: Bill Hefty, R-Board Attorney; Rick Markwardt, Landfill Superintendent; Susan Carpenter, Acting Assistant Landfill Superintendent; Diane Jones, Recycling Manager; Pamela Timmons, Clerk; and Joe Buchanan, Director.

Approval of the minutes of prior meeting: Ms. Gary motioned, seconded by Mr. Gerlach, to approve the minutes from the February 17, 2022 meeting, with corrections to Pages 1 and 3.

By roll call, the vote was:

Yea:	(5)	Bohmke, Gary, Gerlach, Kelly, Smith
Nay:	(0)	
Absent:	(1)	Baroody

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

Tim Rudy - Thanked all for their hard work and adjusting the much-debated trailer fee. Interested in the Landfill's day-to-day usage. Also concerned that what appear to be construction materials are being disposed on the residential side. (Mr. Buchanan stated that staff is aware, and they are paying construction dumping fees).

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

Ms. Bohmke: Hearing complaints regarding GFL pickups. There are not enough lines/employees to receive calls from residents, and they are not happy. Mr. Buchanan responded that staff will contact GFL. Ms. Bohmke also requested that a meeting be set with GFL for her and one other Board members.

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

Cell F3 Operations Cell F-3 is filling without any issues at this time. The flyover took place on February 1, 2022, with SCS Engineering conducting the flyover. With the information provided, there is approximately 1,081,386 CY of airspace with approximately 3.3 years remaining for Cells F-1 through F-3 (this includes 15% reduction for berms, roads, and cover).

New Equipment Currently staff is still awaiting two more pieces of equipment; the Compactor and the Dozer. The Compactor is now expected to arrive around May 21, 2022, and the Dozer is expected around July 27, 2022. The Posi-Shell machine was received on March 23, 2022.

Report of the Acting Assistant Landfill Superintendent: Ms. Carpenter reported on the following:

Staffing

The R-Board is currently authorized for a total of 42 positions, of which 36 are full-time and 5 are part-time. Chris Hoover has taken a position with the Utilities Department as the Manager of Field operations. Kim Sowers will be stepping in as the Acting Landfill Scale House and Maintenance Manager. Joe Buchanan will be retiring from the R-Board, and his last day is June 2, 2022. Phillip Hathcock will be the new Director starting May 23, 2022. Phillip comes to us from Barton County, Kansas where he was the Solid Waste Director and County Administrator.

Staff welcomed a new team member, Dylan Morrow. Dylan has been hired as a Maintenance Worker I.

Staff is currently working with Human Resources to fill an additional position for a Landfill Maintenance Worker I.

Promotions

Timothy Pickett has been promoted to a Heavy Equipment Operator II; Charlie Morrow has been promoted to Maintenance Worker II; and Jeramy Ellis has been promoted to Heavy Equipment Operator I.

Training and Career Development

Susan Carpenter obtained certification from the Commonwealth of Virginia and DEQ as an Erosion and Sediment Control Program Administrator. Tim Pickett, Cameron Morrow, Kim Sowers, Jeramy Ellis, and Mike Wolfrey attended the Waste Management Facility Operator's class provided by Burrow's Technical Writing Specialists. Liam Christensen and Kim Sowers both received their Flagger certification. Rick Markwardt, Mike Cross, Dennis Kenworthy, and Susan Carpenter attended the SCS Engineers 29th Annual Virginia Landfill and Solid Waste Seminar where credits were earned to maintain the landfill licenses.

Landfill Improvements

Our maintenance team installed color-coded signs at each of the containers. Each sign references what materials can be disposed of in that container. At the entrance we have a sign with the examples of what can be disposed. This will help the residents with their disposal of materials and with any questions they may have.

Belman Road Improvements

The existing sheds were replaced with a new building from Absolutely Amish Structures. The building is a 10 X 20 in size and has enough storage space for all of Belman's equipment and materials. Improvements that staff will be looking to make at Belman Convenience Center in the near future include asphalt and fence repair.

Ms. Bohmke asked if there was a particular reason for the resignations. Ms. Carpenter responded that some were to move on to higher job classifications, as well as higher compensation.

Environmental Compliance Report: Mr. Markwardt (for Mr. Schmidt) reported on the following:

VA DEQ Consent Order (Update)

The R-Board is currently on phase 3 of the Corrective Action Plan (CAP), dated October 6, 2021. This involves establishing limestone check dams, aerators, discharge sampling, and deep till liming for sediment basin F-2's stream bed. In addition to the CAP, the R-Board is presently in the bidding phase to establish a passive treatment system for stormwater runoff to resolve future non-compliance issues.

VA DEQ Quarterly Inspection

On March 15, 2022, VA DEQ conducted its quarterly review of the R-Board landfill. The result of the inspection identified one deficiency, which was a crack concrete base for a groundwater monitoring well. The base of the well was replaced the same day and VA DEQ was formally notified.

Residential Yard Waste/Storm Debris

Due to excessive vegetative waste buildup from the normal yard waste influx and storm events this year, the R-Board contracted Green Valley Mulch to mulch the waste. The contract cost \$49,300 for 48 hours of machine operating time. The contract resulted in a substantial decrease of the vegetative waste pile, where the freshly ground mulch was used for erosion & sediment control.

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

Household Hazardous and Electronics Waste Collection Day

The event was held on Saturday May 7th at the Stafford Regional Airport. I cannot thank our staff and volunteers for all they did. It was a cool, rainy day. Everyone worked very hard and stayed their posts. Last June, 868 vehicles were received.

Electronics reported that they shipped out 2,240 lbs. on the day of the event. They anticipate that a similar amount will still need to be sorted and marketed. Manifests from the HHW vendor were not received as of the date of this report.

DEQ Report Work

Section 9 VAC 20-130-120 B & C of the Virginia State Regulations requires that a minimum recycling rate of the total municipal solid waste generated annually in each solid waste planning unit be maintained. For populations over 100,000 the report is done annually, due by April 30th. For population densities over 100 per square mile, the required rate is 25%. We estimate that our service area has a population of 185,500 and the population density is 660. The report is submitted to the State of Virginia Department of Environmental Quality, DEQ. Staff submitted R-Board's report on April 19th. The report estimates that we achieved a 36.5% recycling rate. This rate is subject to DEQ approval. Last year the approved rate was 34.5%. The voluntary commercial recycling audit showed an increase in the reporting of scrap metals being recycled which helped attribute to the higher rate. DEQ acknowledged receipt of the report on April 28th.

Single-Stream Update

The value of single stream tonnage is somewhat stable. There has been a slight increase in the past two months. This value off sets our processing fee. In the last Board report staff mentioned the need for a waste audit. Due to chronic staff shortages, the company is unable to perform the audit. Therefore, the date of this audit has not yet been set.

Electronics Update

In the last Board report staff mentioned that the Stafford Middle school Leo's club was working on setting up year around electronics recycling at the Belman Rd. residential drop-off site. Their goal to open was late May. The set-up is dependent on grant funding. They have been approved for grant funding however there has been a delay in the receipt of the money. The date to open has now been moved to July.

City Clean and Green Commission

The R-Board is liaison to and works cooperatively with the City of Fredericksburg's Clean and Green Commission. To enhance better understanding between us, two landfill tours were setup for the Commission members. They were well attended. Feedback after was very positive. We are coordinating a 3rd tour for those who could not attend the earlier tours.

ReThink Day

To promote the concept of Reusing, we will be hosting a "ReThink Day" with Habitat for Humanity. The desire is to do the event at Eskimo Hill residential drop-off site this time. It will be held on Saturday, June 11th. They will be onsite from 9:00 A.M. until 11:30 A.M.

Outreach Community Supervisor Report: Ms. Jones (for Ms. Johnson) reported on the following:

R-Board Solid Waste Management Advisory Committee

A Solid Waste Management Advisory Committee has been formed, and will meet and advise the R-Board. The Committee has no powers other than to give such advice. The first meeting was on Wednesday, May 11. The next meeting is scheduled for Wednesday, June 29. The Chairman of the committee is Matt Kelly, and the Vice-Chairman is Matt Dennie.

Zero Waste Guide Launch

The R-Board created a "Zero Waste Guide" to encourage residents to reduce their waste. The guide provides education on alternatives to placing items in the trash. The guide encourages residents to think refuse, reduce, reuse, recycle, and rot. Thinking of the landfill as the last step in the waste management process reduces the amount of waste sent to the landfill. This guide will be used as an educational outreach tool.

Central Rappahannock Regional Library Webinars

Staff supported three "Backyard Composting 101" webinars with the Central Rappahannock Regional Library.

Dixon-Smith Middle School Classroom Presentation

Presented a recycling presentation to a 7th-grade class. Approximately 26 students attended the presentation. The presentation focused on recycling.

Recycling Education Trailer

The recycling education trailer visited Stafford High School and Dixon-Smith Middle School in April. The R-Board encouraged students to recycle. Approximately 1,000 students from both schools were able to visit the recycling education trailer with their teachers and classmates.

Rappahannock Regional Jail Litter Prevention Education

The R-Board provided the Rappahannock Regional Jail roadside cleanup crew litter prevention education in March 2022. The R-Board thanked them for their work and dedication to keeping the City of Fredericksburg and Stafford County roads clean. We provided lunch and covered how litter affects animals, humans, and plants/soil. The R-Board received feedback from the inmates. They felt that most litter was intentional. They believed a small amount was due to improperly covered loads on vehicles. We asked before road cleaning, had you ever noticed litter or the problems it causes? They had not realized the amount of litter. They said it's an eye opener when you clean roads. Many said they will never litter in the future.

Hampton Oaks Elementary Classroom Presentation

Presented a recycling presentation to a 3rd grade class. The students were excited to learn how to recycle. They were excited to learn that they could recycle their homework papers. The students were provided with a recycling activity book to continue their recycling education at home.

Historic Garden Week

The R-Board provided a recycling tabletop demonstration at Virginia's Historic Garden Week in downtown Fredericksburg. Staff answered questions about how to recycle correctly. Information on recycling at home and recyclables that the R-Board accepts was shared.

Earth Day 2022

The R-Board attended the Fredericksburg Parks, Recreation, & Events, Earth Day 2022 event on Saturday, April 23, 2022. The R-Board brought the recycling education trailer and provided a recycling relay game at our booth. This event allowed the R-Board to provide recycling education and community outreach. The R-Board distributed around 500 reusable shopping bags to event attendees.

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 February 1, 2022 through April 30, 2022, there have been:

- 34 active adult probationers currently in the program
 - 258.25 non-paid hours
 - 304 bags of roadside litter collected
 - 119.7 miles of roads cleaned
- 17 adult probationers completed the program

- 478 non-paid hours
- 755 bags of roadside litter collected
- 181.8 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 February 1, 2022 through April 30, 2022:

- 0 active assignees
- 10 assignees completed the program
 - 84.75 non-paid hours
 - 147 bags of roadside litter collected
 - 34.5 miles of roads cleaned

Note: There has been a decline in Drug Court assignees; other non-profit organizations are now open for these individuals to pursue.

Staff also contract with RRJ to clean road areas where it is considered unsafe to send the probationers. RRJ provides 1 officer to oversee a crew of inmates (usually about 5 individuals). From February 1, 2022 through April 30, 2022 the following areas have been cleaned:

- Route 3 East (3 days) collected 99 bags of litter
- Potomac Run Road (2 days) collected 60 bags of litter
- Eskimo Hill Road (1 day) collected 45 bags of litter
- Centreport Parkway (2 days) collected 85 bags of litter
- Stafford Wayside (1 day) collected 44 bags of litter

Note: RRJ roadside cleaning program was temporarily paused in the month of February. The following roads have been cleaned from February 1, 2022 through April 30, 2022:

Stafford County

<ul style="list-style-type: none"> ● Andrew Chapel Road ● Banks Ford Parkway ● Bethel Church Road ● Blue and Gray Parkway ● Celebrate Virginia Parkway ● Centreport Parkway ● Deacon Road ● Dunbar Drive ● Enon Road ● Eskimo Hill Road ● Ferry Road ● Forest Lane Road ● Harrell Road 	<ul style="list-style-type: none"> ● McWhirt Loop ● Morton Road ● Mount Olive Road ● Mountain View Road ● New Hope Church Road ● Old Forge Drive ● Plantation Drive ● Poplar Road ● Potomac Run Road ● Primmer House Road ● Ramoth Church Road ● Ringgold Road ● Rockhill Church Road
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<ul style="list-style-type: none">• Holly Corner Road• Hollywood Farm Road• Jefferson Davis Highway• Joshua Road• Kellogg Mill Road• King's Highway• Leeland Road• Little Whim Road	<ul style="list-style-type: none">• Shelton Shop Road• Skyline Drive• Southern Gateway• State Shop Road• Telegraph Road• Truslow Road• Warrenton Road• Widewater Road
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Fredericksburg Area:

- Carl D. Silver Parkway
- Caroline Street
- Charles Street
- College Heights
- Dixon Street
- Fall Hill Avenue
- Jefferson Davis Highway
- Lafayette Boulevard
- Mayfield area
- Old Mill Park area
- Plank Road
- Princess Anne Street
- Sophia Street

Mr. Gerlach asked that when the next Landfill tour for City Clean and Green Commission members is being coordinated, he would like to be included in the invite.

Ms. Bohmke asked that staff bring Board members the recycle bags that Francesca passed out at Historic Garden week, to give one to each member.

Mr. Kelly asked that as many R-Board staff as possible be present for the June 29th meeting of the R-Board Advisory Committee. He also asked to keep the Sierra Club, GWRC, Clean and Green Commission, as well as similar entities abreast of the meeting schedules.

Ms. Bohmke asked that a letter of thanks sent to RRJ both the inmate and adult probationer programs.

After discussion, the R-Board determined that they would like to see staff reach out to both City and Stafford Parks and Recreation Departments regarding coaches encouraging their players to pick up after themselves after games and other activities. Much debris is left behind and awareness is crucial.

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

The finances for the R-Board are in good shape through April 2022. Actual revenue for the ten months is \$7,972,437, for an increase over budget projections of 11 %. Expenses for the same period are \$6,363,598. Total expenses include actual and encumbrances. Expenses for the year are 13 % below projections.

Volumes into the landfill have remained constant with an 11% increase of materials year over year.

At the end of April 2022, the R-Board has \$15,090,808 in cash and short-term investments. This is in comparison to \$12,914,514 for the same time last year. This is a 17% increase year over year. Based on the current trending revenue for the past 10 months and the remaining projected expenditures for FY 2022, the R-Board is expected to finish FY2022 under budget for expenses and over budget for revenue.

Mr. Kelly asked if projections are still in line with the cell. Mr. Buchanan said that it was not. The initial estimated life was 4.5 – 5 years, and it is now approximately 3.5 years. Staff is continuing to look at ways to reduce the amount disposed at the Landfill, such as food waste programs, and working with engineers.

Ms. Bohmke asked for an update on the company that has been picking up in Stafford County, but dumping in Spotsylvania County.

Approve the FY2023 Budget Mr. Buchanan gave an overview of the FY2023 budget.

Ms. Bohmke inquired about the cameras that need to be replaced. Mr. Buchanan said that the type of cameras are old, and not used on federal properties any more. Staff recommends upgrades.

Mr. Kelly asked if the City was considered a commercial hauler. Mr. Buchanan said that it is, and staff will work with, and keep the City staff updated as the fuel charge for commercial haulers is being discussed.

Ms. Bohmke asked about the VRS, OPEB, etc. costs being higher for next fiscal year. Mr. Buchanan stated that those projections are provided by the Budget and Finance staff. Many factors play into the numbers, such as an increase in employees, retirements, etc.. She also asked if a reduction in fees had been discussed. Mr. Buchanan said that it is too early for a decrease, but there are no plans for an increase.

Mr. Kelly stated that he is happy to look at purchasing new equipment every 3-4 years, to avoid the very high maintenance costs that have occurred in the past.

Ms. Bohmke asked if there is a Strategic Plan in place. Mr. Buchanan stated that there is not, but staff will begin work on one, which will help with future planning.

Mr. Kelly motioned, seconded by Ms. Gary, to approve proposed Resolution RB22-01.

By roll call, the vote was:

Yea:	(5)	Bohmke, Gary, Gerlach, Kelly, Smith
Nay:	(0)	
Absent:	(1)	Baroody

Resolution RB22-01 reads as follows:

A RESOLUTION TO ADOPT THE FISCAL YEAR 2023 R-BOARD BUDGET

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, financially sustainable, and environmentally responsible manner; and

WHEREAS, the proposed budget is responsive to the financial concerns of each locality, as well as our commercial solid waste partners, and demonstrates a commitment to the long-term financial sustainability of R-Board operations; and

WHEREAS, the proposed Capital Improvement Program provides for the necessary replacement of capital equipment, continued compliance with our regulatory permits, the timely completion of future solid waste cells, and the closure of cells no longer in use;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 23rd day of May, 2022, that the proposed Fiscal Year 2023 Budget presented herein and in the amount of Nine Million, Four Hundred Sixty Thousand, Five Hundred Twenty-two Dollars (\$9,460,522) be and it hereby is approved.

Mr. Gerlach motioned, seconded by Ms. Gary, to approve proposed Resolution RB22-06.

By roll call, the vote was:

Yea:	(5)	Bohmke, Gary, Gerlach, Kelly, Smith
Nay:	(0)	
Absent:	(1)	Baroody

Resolution RB22-06 reads as follows:

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

WHEREAS, the Rappahannock Regional Solid Waste Management Board (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 R-Board is manufactured by Caterpillar; and

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

WHEREAS, staff recommends the R-Board authorize the use of Carter Machinery Company, Inc. to provide repair service and parts for Caterpillar brand landfill equipment during FY2023 in a not-to-exceed amount of \$708,000; and

WHEREAS, funding in the amount of \$708,000 has been budgeted and appropriated in the adopted FY2023 budget for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 23rd day of May, 2022, that Carter Machinery Company, Inc. is authorized to provide parts and services on landfill equipment in FY2023 in the amount of Seven Hundred Eight Thousand Dollars (\$708,000).

Mr. Kelly motioned, seconded by Ms. Gary, to approve proposed Resolution RB22-07.

By roll call, the vote was:

Yea:	(5)	Bohmke, Gary, Gerlach, Kelly, Smith
Nay:	(0)	
Absent:	(1)	Baroody

Resolution RB22-07 reads as follows:

A RESOLUTION TO AUTHORIZE A CONTRACT FOR ENGINEERING, QUALITY ASSURANCE, AND QUALITY CONTROL SERVICES

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) issued Proposal # 22-005-5501SP, for Professional Services for Environmental Monitoring; and

WHEREAS, Stearns, Conrad and Schmidt, Consulting Engineers, Inc. (SCS) has proposed to provide environmental monitoring and engineering support services for FY2023 in an amount not to exceed \$311,900; and

WHEREAS, staff has reviewed this proposal and determined it is reasonable for the scope of services; and

WHEREAS, funding in the amount of \$450,000 will be available in the adopted FY2023 budget, beginning July 1, 2022, for this purpose;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 23rd day of May, 2022 that the County Administrator be and he hereby is authorized to execute a professional services contract with Stearns, Conrad and Schmidt, Consulting Engineers, Inc. for a period of one (1) year, commencing July 1, 2022 to June 30, 2023, in

an amount not to exceed Four Hundred Fifty Thousand Dollars (\$450,000), unless modified by a duly-executed contract amendment; and

BE IT FURTHER RESOLVED that the R-Board will have the option to renew this contract for four (4) additional one-year terms.

Mr. Kelly motioned, seconded by Ms. Gary, to approve proposed Resolution RB22-08.

By roll call, the vote was:

Yea:	(5)	Bohmke, Gary, Gerlach, Kelly, Smith
Nay:	(0)	
Absent:	(1)	Baroody

Resolution RB22-08 reads as follows:

A RESOLUTION TO AUTHORIZE EXPENSES FOR QUARLES PETROLEUM

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) must operate equipment and vehicles as part of daily operations at the Landfill; and

WHEREAS, there is currently a contract in place that will expire on January 5, 2023; and

WHEREAS, funding in the amount of \$605,000 has been budgeted and appropriated in the adopted FY2023 budget for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 23rd day of May, 2022, that the R-Board director is authorized to purchase fuel in the total amount of Six Hundred Five Thousand Dollars (\$605,000) for FY2023.

On behalf of the entire R-Board, Ms. Bohmke and Mr. Kelly wished Mr. Buchanan a very happy retirement, and thanked him for all that was accomplished during his tenure.

Adjournment: The meeting was adjourned at 9:35 a.m.

Future Session: A regular meeting will be held on August 17, 2022, at 8:30 a.m., in Board Chambers.



Joseph A. Buchanan, Director

Pamela L. Timmons, Clerk