

MINUTES

RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

June 21, 2017

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 8:35 a.m. on June 21, 2017, at the George L. Gordon Government Center, Conference Room ABC.

Roll Call: The following members were present: Matthew Kelly; William C. Withers, Jr.; Paul V. Milde, III; Laura A. Sellers; Timothy Baroody; and Thomas Foley.

Also in attendance were: Brandon Hefty, Esq., R-Board Attorney; Julie Williams-Daves, Assistant Landfill Superintendent; Pamela Timmons, R-Board Clerk; Keith Dayton, Director.

Approval of the minutes of prior meeting: Mr. Withers motioned, seconded by Mr. Foley, to approve the minutes from the April 19, 2017 meeting.

By voice, the vote was:

Yea:	(6)	Kelly, Milde, Sellers, Withers, Baroody, Foley
Nay:	(0)	

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

Presentations by the R-Board: No R-Board members desired to speak.

Report of the R-Board Superintendent: Ms. Williams-Daves reported on the following:

Cell F2 Filling Status

Ms. Williams-Daves reported that the filling sequence of Cell F-2 continues without issue. The cell is filled to approximately 24.09% of the available airspace. Draper Aden has a flyover scheduled for July to assess the filling progress.

Alternative Cover Update

DEQ approved a 6-month trial period for use of alternative daily cover, Posi-Shell. Use of the Posi-Shell began in May, and reports indicate that the product is working well. Staff will continue to monitor the cost effectiveness of this product before making a recommendation on purchasing the equipment.

Personnel Status Update

Ms. Williams-Daves reported that as of Monday, June 26th, the R-Board/Landfill will be fully staffed. Two Maintenance Workers have been reassigned as Scale Technicians, and are primarily working at the Scale House. City sludge collection will begin on July 1st, with a current CDL licensed employee being assigned. Staff will then advertise for a new employee for work at the landfill.

Environmental Compliance: Ms. Williams-Daves reported the following:

Staff received a warning letter after the 4th Quarter inspection. This was due to a late groundwater

report. There were no deficiencies reported for the 1st Quarter inspection. The 2016 annual groundwater reports were submitted to DEQ. Staff has not heard back from DEQ regarding presumptive remedy proposal for Area 74 submitted earlier this year. Sampling related to the corrective action is planned for August. If results of the analysis are favorable, staff expects the corrective action to be closed in September. Draper Aden discovered and corrected an error on the 2015 greenhouse report submitted to the EPA wherein methane quantities inadvertently were doubled. Staff has plans to expedite an amendment to increase the daily tonnage limit. The adoption of flow control ordinances by both the City and County has increased the tonnage received at the Landfill to where our permitted limit could be exceeded on some days. Increasing the permitted daily limit to 1,200 tons will ensure we comply with our permit for maximum daily tonnage received.

Recycling, HHW, and Litter Crew Activities: Ms. Jones reported that recycling markets have strongly rebounded in 2017. This has resulted in projected revenues in excess of budget. The Household Hazardous Waste/E-Waste collection day was held at Stafford Middle School on May 20th and was a success. Goodwill doubled their collection of e-waste from the prior event, and MXI Environmental, LLC was on hand to collect and dispose of the hazardous waste in an efficient manner.

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

Financial Summary (through May 31, 2017):

Revenues are above budget in almost all categories, and staff projects a surplus of over \$400,000 in addition to not drawing the budgeted \$900,000 in reserve funds for closure related activities. Mr. Dayton also reported that the County Treasurer was transferring \$1,000,000 into the reserve fund. This is the first increase in the reserve fund in over 10m years.

Mr. Dayton further reported that several expense budget categories would finish the fiscal year under budget. With that savings, staff completed the purchase of a slope mower that had been deferred, and accelerated the purchase of the skid steer for the Belman Road site.

Weight & Material Analysis (through May 31, 2017):

The weight and material analysis indicates that commercial, residential wastes have increased. Litter cleanups were down which may be attributed to staffing. The Crew has been down one employee and a current employee has been on light duty. Recycling is down, but that may be due to companies cashing in on the product themselves due to higher returns. Recycling is exempt from flow control.

Unfinished Business:

Operational Analysis Update

Mr. Dayton reported that a Request for Proposals was issued, with four responses. Three were invited to interview, with one declining. SCS Engineers was chosen as the most qualified firm to perform the analysis at a cost of \$47,500. That will leave flexibility to expand the scope of the study if desired, as the budget was established at \$75,000. The study will be underway in July, with completion this fall. The R-Board will be briefed on the findings at the October meeting. Mr. Kelly requested copies of the Proposal

be sent to the Board members. As part of the process each Board member will be interviewed. Mr. Dayton will be coordinating interview schedules for the Board.

Commercial Exception Request

Staff received a new commercial exception request for the 2017 annual pass:

Richard Kent Wilson
138 Andrew Chapel Road
Stafford, VA 22554

Mr. Wilson has one vehicle with dealer tags registered to Richard Kent trading as Kent's Kars. His second vehicle is registered to Kent's Kars as well. Both vehicles are primarily used for personal reasons and do not have commercial labeling. If approved, he agreed to only transporting his personal trash.

On a motion by Mr. Milde, seconded by Mr. Withers, the R-Board approved the exemption.

By voice, the vote was:

Yea: (6) Kelly, Milde, Sellers, Withers, Baroody, Foley
Nay: (0)

New Business:

Consider Authorizing Professional and Maintenance Service Contracts for FY2018

Staff explained the need for professional services contracts to assist with monitoring permit compliance and filing reports for submission to DEQ. Staff noted that Draper Aden Associates was authorized to continue providing landfill gas and environmental monitoring services for the coming fiscal year, and that their services to date have been excellent. Staff recommended they continue providing these services in FY2018.

Mr. Milde motioned, seconded by Mr. Withers to adopt proposed Resolution RB17-02.

By voice, the vote was:

Yea: (6) Kelly, Milde, Sellers, Withers, Baroody, Foley,
Nay: (0)

Resolution RB17-02 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 Associated (DAA) for a period of one (1) year commencing on July, 2014; and

WHEREAS, the contract provided for the renewal of these services for four (4) additional years to be negotiated and approved by both parties; and

WHEREAS, there is one (1) additional year of services remaining for this solicitation, and staff recommends continuing these services with DAA; and

WHEREAS, DAA has proposed to provide continuing services for the FY2018 period for the estimated, not to exceed amount of \$138,100; and

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

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 21st day of June, 2017, that the County Administrator is authorized to execute an amendment to the professional services contract with Draper Aden Associates for a period of one (1) year commencing July 1, 2017 to June 30, 2018 in an amount not to exceed One Hundred Thirty-eight Thousand One Hundred Dollars (\$138,100), unless modified by a duly executed Contract Amendment.

Mr. Milde motioned, seconded by Mr. Withers to adopt proposed Resolution RB17-03.

By voice, the vote was:

Yea: (6) Kelly, Milde, Sellers, Withers, Baroody, Foley,
Nay: (0)

Resolution RB17-03 reads as follows:

A RESOLUTION TO RENEW THE CONTRACT FOR PROFESSIONAL ENVIRONMENTAL MONITORING AND MANAGEMENT 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 Associated (DAA) for a period of one (1) year commencing on July, 2016; 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, DAA has proposed to provide continuing services for the FY2018 period for the estimated, not to exceed amount of \$134,080; and

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

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 21st day of June, 2017, that the County Administrator is authorized to execute an amendment to the professional services contract with Draper Aden Associates for a period of one (1) year commencing

July 1, 2017 to June 30, 2018 in an amount not to exceed One Hundred Thirty-four Thousand Eighty Dollars (\$134,080), unless modified by a duly executed Contract Amendment.

Staff then introduced the renewal of the heavy equipment maintenance contract for FY2018. Staff noted that our large equipment was Caterpillar brand, with Carter Machinery the sole source provider of parts and service in this area. Staff noted that the major pieces of equipment were critical for our operations and our continued permit compliance. In response to questions from R-Board members, it was explained that our maintenance staff performed all routine service and minor repairs, but that major repairs and overhauls of our 30-year old trash compactors was done by the original equipment manufacturer's representative, Carter Machinery.

Mr. Milde motioned, seconded by Mr. Withers to adopt proposed Resolution RB17-04.

By voice, the vote was:

Yea: (6) Kelly, Milde, Sellers, Withers, Baroody, Foley
Nay: (0)

Resolution RB17-04 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 for Caterpillar equipment 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 Caterpillar brand landfill equipment during FY2018 in a not to exceed amount of \$150,000; and

WHEREAS, funding in the amount of \$150,000 has been budgeted and appropriated in the adopted FY2018 budget for this purpose;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 21st day of June, 2017, that Carter Machinery Company, Inc. is authorized to provide parts and services on landfill equipment in FY2018 in an amount not to exceed \$150,000.

Staff then introduced Proposed Resolution R17-05 to address the increase in solid waste received

following adoption of the flow control ordinance by both localities. Staff noted that although our average deliveries were around 600 tons per day, the peak day deliveries on Monday and Tuesday could exceed our daily permitted limit of 880 tons. If approved by the R-Board, a public hearing would be scheduled for an upcoming evening after DEQ had reviewed and approved the permit application.

Mr. Milde motioned, seconded by Mr. Withers to adopt proposed Resolution RB17-05.

By voice, the vote was:

Yea: (6) Kelly, Milde, Sellers, Withers, Baroody, Foley
Nay: (0)

Resolution RB17-05 reads as follows:

A RESOLUTION TO AUTHORIZE THE SUBMISSION OF AN AMENDMENT TO THE SOLID WASTE OPERATING PERMIT TO INCREASE THE DAILY TONNAGE LIMIT AND ADJUST THE OPERATING HOURS FOR THE RAPPAHANNOCK REGIONAL LANDFILL

WHEREAS, the R-Board must comply with the requirements of the solid waste operating permit (Permit) issued by the Virginia Department of Environmental Quality (DEQ); and

WHEREAS, our current Permit limits the daily tonnage received at the Landfill to 880; and

WHEREAS, the adoption of flow control ordinances by both the City and County has increased the tonnage received at the Landfill to where our permitted limit could be exceeded on some days; and

WHEREAS, the adoption of flow control ordinance by both the City and County has increased the tonnage received at the Landfill to where our permitted limit could be exceeded on some days; and

WHEREAS, increasing the permitted daily limit to 1,200 tons will ensure we comply with our permit for maximum daily tonnage received; and

WHEREAS, it has been determined that the roads serving the Landfill can accommodate this increase without adverse effect; and

WHEREAS, minor adjustments to our permitted operating hours are necessary to be in conformance with our current operating hours;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 21st day of June, 2017, that R-Board staff is authorized to submit a permit amendment to the Virginia Department of Environmental Quality to increase the daily tonnage limit to Twelve Hundred (1,200) tons per day, adjust the operating hours for the Landfill, and to advertise and conduct a public hearing to solicit public input regarding these amendments.

Adjournment: The meeting was adjourned at 9:03 a.m.

Future Session: The next regular meeting will be held on August 16, 2017, at the George L. Gordon Government Center, 8:30 a.m., in Conference Room ABC.

A handwritten signature in blue ink that reads "Keith C. Dayton". The signature is written in a cursive style and is positioned above a solid horizontal line.

Keith C. Dayton, Director

A handwritten signature in blue ink that reads "Pamela L. Timmons". The signature is written in a cursive style and is positioned above a solid horizontal line.

Pamela L. Timmons, Clerk

