

MINUTES

RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

August 15, 2018

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 August 15, 2018, in the George L. Gordon, Jr., Government Center, Board Chambers.

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

Also in attendance were: Brandon Hefty, Esq., R-Board Attorney; Rick Markwardt, Landfill Superintendent; Diane Jones, Recycling Coordinator; Pamela Timmons, R-Board Clerk; and Keith Dayton, Director.

Election of Officers Ms. Shelton motioned, seconded by Mr. Kelly to elect Mr. Withers as Chairman.

By voice, the vote was:

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

Ms. Bohmke motioned, seconded by Mr. Kelly, to elect Ms. Shelton as Vice Chairman.

By voice, the vote was:

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

Approval of the minutes of prior meeting: Mr. Kelly motioned, seconded by Ms. Bohmke, to approve the minutes from the May 16, 2018 meeting.

By voice, the vote was:

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

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

Glenn Trimmer – Mr. Trimmer spoke in support of the agenda item to grant permission for the County to extend trails into a nearby area with features dating to the Civil War. He explained the nature and significance of these historical resources, and the importance of preserving them while making them available for public education.

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

Mr. Kelly – received a complaint from a citizen regarding the limitation on trailer size and the disposal of trash. He is being directed to the commercial side instead of residential convenience center, and having to pay the minimum \$20 charge for commercial customers. The citizen is asking to be allowed to partition his trailer at 8', the maximum trailer size permitted to enter the residential convenience center

with construction and demolition (C&D) waste, and be allowed to use the convenience center and pay \$4. Mr. Dayton explained the adopted policy is that trailers with over 8' in length containing C&D waste is directed to the commercial side. He explained that residential households typically do not have trailers larger than 8', and that the larger trailers are usually contractors. Allowing exceptions to include the partitioning of trailers would place an additional burden on our staff to examine large trailers prior to entry, and possibly place our staff in the position of determining whether the extent and method of portioning a trailer met the exception. Mr. Dayton felt that this issue could be part of the upcoming conversation in November regarding the rate structure, and make any changes at that time. The R-Board agreed to postpone any decision on trailer size exception at this time.

Ms. Bohmke – brought to the attention of the R-Board, a commendation by a frequent customer of the Belman Convenience Center regarding the performance of Mr. Richard Williams. Ms. Bohmke went on to read the testimonial for Mr. Williams, from the customer. Staff noted that this isn't the first time we have been advised of outstanding performance by Mr. Williams. Ms. Bohmke suggested a proclamation be presented to Mr. Williams for his exemplary conduct. The R-Board unanimously agreed that this would be appropriate, and requested staff prepare one for presentation. Mr. Withers and Ms. Bohmke both requested to present the proclamation to Mr. Williams.

Report of the R-Board Superintendent: Mr. Markwardt reported on the following:

Cell F2 Filling Status

Mr. Markwardt reported that Draper Aden Associates conducted a semi-annual flyover on July 5, 2018. The filling sequence of Cell F-2 continues, and approximately 901,813 cubic yards of available space has been consumed. At the current rate, the opening of Cell F3 will be necessary in late 2020. Ms. Shelton asked if the 2020 date was accelerated. Mr. Dayton explained that it has been accelerated from initial projections prior to flow control, but is consistent with the schedule in the Capital Improvement Program approved in February.

Personnel Status Update

Mr. Markwardt reported that the R-Board is authorized for a total of 37 employees (32 full-time and 5 part-time). Four of the part-time positions have been filled, leaving one gate attendant position vacant, with recruitment currently underway. There are 28 full-time positions filled, with the Community Outreach Supervisor scheduled to begin employment on August 27th. There are two maintenance worker positions (one for Litter Crew) also under recruitment. Ms. Bohmke asked how long it was estimated before a Litter Crew would be in force once again. Staff informed her that the start date was scheduled for immediately after the Labor Day weekend.

Replacement Equipment Deliveries

The new trash compactor and roll-off truck authorized by the R-Board are currently in fabrication, with a delivery scheduled for this fall.

Environmental Compliance: Mr. Dayton reported that staff is currently working with its consultant, Draper Aden, to update a number of the environmental management plans for submission to DEQ. We recently had our 2nd quarter inspection wherein a problem with our handling of unauthorized (medical) waste was brought to our attention. Staff has since resolved the matter with DEQ and provided training on how to handle a similar situation in the future. A comprehensive storm water inspection with our

consultant was completed with favorable results. DEQ still is reviewing the permit amendments for operating hours, daily tonnage, and our presumptive remedy for the constituent exceedance reported and corrected previously.

Recycling Manager Report: Ms. Jones reported that as a result of the tipping fee increase for scrap tires, the intake of waste tires has ceased the upward trend, becoming more manageable. Ms. Jones noted that a more comprehensive discussion of recycling markets requested by R-Board members is on the agenda later in the meeting.

The R-Board is hosting the next Household Hazardous Waste Day on Saturday, September 22nd, at the City Shop in Fredericksburg. Goodwill will also be invited to continue their E-Waste collection program.

R-Board/Landfill staff is currently working with the Treasurer to add the use of credit card billing for commercial customers at the Landfill main scale house. This will enhance payment options for customers, and reduce the amount of cash collections, which will reduce staff time for processing. There will also be hardware upgrades, training for staff, and is expected to go live late this fall.

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

Financial Summary (FY 2018 – though June):

Mr. Dayton began by stating that the financial summary provided at this meeting would be the final, unaudited FY2018 results, due to the short time expired in FY2019. He noted that while these are unaudited operational results, it is expected that they will be close to audited results.

FY2018 concluded with revenues in excess of \$2.1 million over budgeted numbers. The largest surplus is in the commercial category, which includes commercial MSW deliveries, and also C&D. Resident fees were slightly below the \$600,000 budgeted. Recycling finished above the conservative amount budgeted, but took a turn for the worse late in the fiscal year. Earnings on the reserve portfolio are up considerably due to stronger interest returns and the larger reserve. He noted that we should see a return to a positive net asset position when the audit is completed - for the first time since the FY2014 report.

Mr. Baroody asked about City sludge, since approximately a year ago or so the City transitioned its sludge disposal from Spotsylvania to Stafford County. He has been hopeful that it was working. Mr. Dayton said that staff had worked out some early issues regarding our responsiveness and inefficiencies resulting from partially filled loads, and to his knowledge, things have been running well since that time.

Weight & Material Analysis (FY 2018 – Year End):

Mr. Dayton reported an increase of 18% over FY2017, with the strongest gains in commercially delivered MSW (8.3%) and debris (34%). While we are ahead of the predicted filling of Cell F2, we are on schedule for completely paying off the debt in advance of seeking financing for Cell F3. Mr. Kelly asked if the 18% increase is a trend that would possibly continue. Mr. Dayton felt that while MSW deliveries should remain consistent, C&D deliveries will fluctuate due to the cyclical nature of construction. Mr. Kelly requested that staff continue to monitor trends and keep the Board updated.

Unfinished Business:

Operational Agreement Update: Mr. Dayton noted that an ad-hoc committee was created following the last meeting, - consisting of two R-Board members (Ms. Bohmke and Mr. Withers), and two support staff (Mr. Whitley and Mr. Dayton). The committee met to review an initial draft and update the amended and restated agreement. Comments were incorporated from the initial meeting and another draft version was redistributed. During a subsequent meeting, a draft was finalized and circulated to the R-Board on August 14th. The current draft incorporates certain expressed desires from R-Board members, previously approved amendments which weren't incorporated into the agreement, and other issues related to tipping fees, termination provisions, and liability for closure/post closure. Approximately a year's worth of data ending March 1, 2018 was analyzed, and it was determined that the Landfill usage percentage distribution was 80% County, and 20% City. The data used for the analysis is post-flow control, providing current, accurate information. This was used as the basis for some of the provisions in the agreement. The prior formula was 67% County, 33% City, which is assumed to be an accurate distribution at the time of the initial agreement in 1987.

Mr. Kelly noted that the City volunteered to begin paying tipping fees. He understands that the City should probably pay something, but he has an issue of being lumped in with everyone else that brings trash to the Landfill - having to help fund additional projects, etc. If the City is going to pay a fee, he would like to see that it is set specifically for the City, and be set for 1-2 years for budgeting purposes. Regarding the default terms as it currently stands, the City would forfeit its assets to the County if it withdraws, but still be responsible for all liabilities. He would like to see some credit for the City against the liability. The agreement also references the City can be booted if it does not meet its financial obligations during a shortfall. Mr. Kelly recalled that the Stafford County Board of Supervisors voted that they would not put any additional funding into the R-Board to cover deficits. He felt that it penalizes the City, and wants to know what the cost would be for the County regarding honoring the agreement in the event of a deficit.

Mr. Dayton responded that there was no formal vote by the Board of Supervisors, only a strong resistance to putting additional funding to sustain R-Board operations. The direction was that the Landfill needed to be run like a business. The makeup of the Board has changed since this decision, and the R-Board could bring this to the BOS for additional discussion of this provision and the question of financial support.

Mr. Kelly asked what the cost to the County would be if it does not honor the agreement as currently written. He felt that another option would be to remove it from the agreement. Ms. Bohmke replied that she remembers the conversation by the Board. At that point in time, the Board was concerned that the Landfill was going to be a financial "black hole." The Board felt that updates should have been given over the years as to the state of the Landfill's financial status. She feels that at present, everything in the agreement is on the table for discussion. Mr. Withers agreed that the agreement could be worded so that it is fair for both localities.

New Business:

Civil War Park Trail Extension Mr. Dayton explained that a local Stafford historical organization (FSCWS) has located additional Civil War era troop emplacements in an area north and west of the Civil War Park. This area is outside of the current and future landfill cell locations, and within the buffer area for

activities. With the R-Board's permission, the County would construct mulch trails and interpretative signage to allow public access to this area. At this time, there is no request to protect the area with easement. Staff believes that permission could be granted without impact to landfill operations as there will be considerable separation between the public areas and Landfill activities, but is requesting input from the R-Board before granting this permission. Mr. Glenn Trimmer was invited to speak to the R-Board, and reported that the area includes two ridges with defensive formations, and possibly up to three graves. Mr. Trimmer estimated that there may have been as many as 15 regimental camps many years ago, but there are only 3 or 4 remaining. Ms. Shelton commented on how she thought the area was very unique. Mr. Withers asked if there was a liability. Mr. Hefty responded that all that was needed was permission to go on the land, and informing the insurance company. Mr. Trimmer also suggested signage to prohibit digging and relic hunting.

Ms. Shelton motioned, seconded by Mr. Kelly, to support the trail extension, allowing the County to move forward with the trails.

By voice, the vote was:

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

Stafford County Easement Request: Mr. Dayton reported that the Department of Public Works has requested temporary and permanent easements for construction of a sanitary sewer across property managed by the R-Board and owned jointly by the City and County. The easement is proposed to extend across property on the northern border of the Landfill, north of Accokeek Creek, and outside of current and future Landfill activities. The sewer would allow removal of three existing pumping stations, and serve a developing commercial area of the County as well as the future Germanna Community College campus. The City will have to take action to grant this easement due to the 50% ownership, and staff believes that endorsement by the R-Board will be important for the City's deliberations. Staff recommended approval of resolution RB18-10, expressing support for granting the necessary permanent and temporary easements.

RB18-10 Resolution

Mr. Kelly motioned, seconded by Ms. Shelton, to approve Resolution RB18-10.

By voice, the vote was:

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

Resolution RB18-10 reads as follows:

A RESOLUTION IN SUPPORT OF GRANTING A SEWER LINE EASEMENT ON PROPERTY MANAGED BY THE RAPPAHANNOCK REGIONAL LANDFILL

WHEREAS, the R-Board was requested by the Stafford County Department of Public Works to allow the construction of a sewer line across property managed by the Regional Landfill (Landfill), and owned jointly by the City of Fredericksburg (City) and Stafford County (County); and

WHEREAS, this sewer line is necessary for the County to operate a new pumping station designed to replace older facilities, and support economic development in a large area in the central

part of the County; and

WHEREAS, construction and operation of this sewer line will require dedication of permanent and temporary easements; and

WHEREAS, this sewer line would be located within the buffer area for the Landfill, and will not hinder current or future operations; and

WHEREAS, the R-Board desires to express support for granting this sewer line easement;

NOW, THEREFORE BE IT RESOLVED by the Rappahannock Regional Solid Waste Management Board on this the 15th day of August, 2018, that it supports granting easements necessary for construction and operation of a sewer line across property owned jointly by the City and County north of Accokeek Creek, as shown on the Exhibit Plat dated June 15, 2018, prepared by The Engineering Groupe.

Information Requests from May 16, 2018 Meeting

Recycling Markets and Budget Impacts

While the Landfill recycles numerous products, the two which are most financially impactful at this time are scrap tires and single-stream.

Scrap Tires

The R-Board adjusted the tipping fee for scrap tires at its May meeting to ensure revenues were consistent with expenses for disposal. This action appears to have stabilized the influx of tires. Staff has made some policy modifications regarding classification of tires to match that of our disposal vendor. This should ensure revenues and expenses are consistent. Staff will monitor performance of this segment over the next few months and recommend adjustment to the fees if deemed necessary. It is certain that expenses will exceed the \$45,000 budgeted for tire disposal and may require a budget adjustment to address. Currently, estimated expenses are in excess of \$80,000 over budget. Revenues will also increase; however, these are not budgeted and appropriated.

Single Stream

Actions by China have resulted in drastic reductions in purchases by the primary buyer for single-stream. This has resulted in a dramatic drop in price for the product. We are now marketing single-stream for recycling at a loss estimated at approximately \$43/ton. The R-Board authorized a tipping fee of up to \$20/ton, and staff is now charging the full authorized amount. Staff has also taken multiple actions to mitigate the effect of these market changes. In spite of these measures, we estimate the program will lose over \$100,000 this fiscal year. We budgeted no funding for disposal of single-stream as it is typically a modest revenue generator for us. If the trend continues as expected, we will require a budget adjustment for this unexpected expense regardless of the revenue generated through tipping fees.

Major Equipment Maintenance

Staff was asked to provide detail on the equipment maintenance costs for the previous fiscal year. Mr.

Dayton directed attention to the schedule included with the meeting materials that contains details responsive to this request, and also noted that this analysis resulted in a closer examination of our overall maintenance program. As a result, staff has implemented better prioritization in maintenance and repair strategy to allow for a less reactive system. Maintenance staff will be reorganized to provide a clearer reporting structure and better accountability. Maintenance record keeping will be improved by adopting the County maintenance software program, and there will be a modification of our spare parts inventory strategy. Redundant equipment will also be identified and disposed of at auction. The R-Board can expect changes in the CIP during next year's budget cycle; principally the removal of the 2nd trash compactor and the addition of other more critical pieces of equipment.

Scales and Scale House

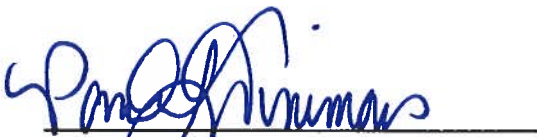
Staff is aware that a combination of advanced age, poor construction, and vastly increased use has caused the scales to show evidence of imminent failure. Given the advanced age and inherent deficiencies, renovation is not a practical option and our scale system must be replaced. Staff has directed our consultant to begin design efforts to allow us to move rapidly in the event the scales can no longer be calibrated. Early estimates for this effort are approximately \$600,000, but may be reduced as the project moves further along.

Adjournment: The meeting was adjourned at 10:12 a.m.

Future Session: The next regular meeting will be held on November 28, 2018, at the George L. Gordon Government Center, 8:30 a.m., in Board Chambers.



Keith C. Dayton, Director



Pamela L. Timmons, Clerk

