

## MINUTES

### RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

August 19, 2020

George L. Gordon, Jr., Government Center  
Conference Room A/B/C

**Meeting Convened:** A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 8:31 a.m. on August 19, 2020, at the George L. Gordon, Jr., Government Center, Conference Room ABC and electronic meeting, via WebEx. The meeting was noticed on the R-Board's website.

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

Also in attendance were: Brendan Hefty, R-Board Attorney; James Canty, Assistant Landfill Superintendent; Diane Jones, Recycling Manager; Sofia Gilani, Environmental Technician; Pamela Timmons, Clerk; and Joe Buchanan, Director.

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

By voice, the vote was:

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

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

By voice, the vote was:

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

**Presentation of a Proclamation:** Mr. Kelly presented the proclamation to Ann Baker and Trisha Deaton of the Community Based Probation Program at the Rappahannock Regional Jail. They expressed their appreciation for the continued partnership in providing the court referrals, to assist in the R-Board's efforts in waste management services.

**Approval of the minutes of prior meeting:** Ms. Shelton motioned, seconded by Mr. Withers, to approve the minutes from the May 19, 2020 meeting. Mr. Presley noted that he would abstain from the vote, as he was not a member of the R-Board and did not attend the meeting.

By roll call, the vote was:

Yea: (5) Baroody, Bohmke, Kelly, Shelton, Withers  
Nay: (0)  
Abstain: (1) Presley

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

Tim Rudy – Noted that the County's cable channel did not reference the closing of the

residential side on Sunday's and Monday's. Suggested a survey of residents.

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

**Report of the R-Board Superintendents:** Mr. Buchanan reported on the following:

**Cell F2 Filling Status** The filling of Cell F-2 continues without any problems. Draper Aden conducted the semi-annual flyover on July 2, 2020. Approximately 1,127,383 cubic yards have been filled, which is approximately 74%. This is with a 15% reduction for roads and berms. Life expectancy at this time for the top deck only is January, 2021. If we continue filling on the side slopes this could extend the life to August, 2021.

**Cell F3 Construction Status** Sargent completed mobilizing and setting erosion controls on May 20, 2020, and began work on the new cell immediately. Construction has gone smoothly, with the exception of some occasional rain days. Sargent is on schedule to complete the cell in November of 2020. R-Board members viewed a short video on the construction.

**Compost** The Compost renewal application was received by DEQ on July 21, 2020. It is undergoing its initial review and to date, we have received no questions from DEQ. The application for the USDA Grant for Community Compost and Food Waste Reduction was submitted on June 26, 2020. The winners of the grants will be announced in September of 2020. If selected for the grant we plan to use some funding for a mixing machine and asphalt pads to hold the finished compost and pending food waste. To date, we have produced a total of 19.66 tons with a pile in the building awaiting to be trommeled.

**Personnel Status Update** Mr. Canty reported on the following:

**Staffing:**

The R-Board is currently authorized for a total of 38 positions, of which 34 are full-time and 4 are part-time. At this time, 30 full-time and 3 part-time positions are filled. The full-time vacancies are for one Heavy Equipment Operator II and three Maintenance Worker II positions. The part-time position is for a Heavy Equipment Operator II-Quality Control trainer. Advertisements for the vacant Maintenance Worker positions and the Part-Time Operator position are closing and transitioning to the applicant-review phase at this time. The full-time Operator position is currently pending advertisement. Overall employee retention remains stable and applicant pools for vacancies appear promising.

**Training:**

Current training efforts remain focused on preventative measures regarding management of the current COVID-19 crisis; to include use of PPE, sanitation supplies and social distancing measures. General

safety subjects such as fall-prevention, recognition of heat-exposure illnesses, and identifying poisonous plants in the work environment have also been covered. Employees are receiving weekly distributions of PPE, hydration packs, and training materials. In recent weeks, the R-Board was fortunate to be provided the opportunity to receive training in COVID-19 mitigation through Stafford County Fire and Rescue. Will Graham and Stephen Hall, both Landfill Maintenance Workers, have received hands-on training and respirator fitting, and now stand ready to assist their department with this vital tool in the fight against the virus.

**Accolades:**

Stephen Hall, Maintenance Worker I, was commended for exhibiting the values of “pro-active ownership” and “stronger together” in service to other R-Board employees and vendors by assuming the additional duty of providing morning temperature checks for all shifts and all work-teams, while making significant adjustments to his regular schedules. Stephen also assists other members of the health-screening team in distributing critical PPE and important departmental communications.

Dennis Kenworthy, Heavy Equipment Operator II, and James Canty, Superintendent of Operations, both successfully obtained their VA DPOR – Waste Management Facility Operator – Class II licensure recently.

**Career Development:**

Staff continues to participate actively in the Stafford County Cornerstone Career Development processes, including completing the 2020 employee annual-review planning phase. At this time, five staff members are in the process of sitting for the VA DPOR – Waste Management Facility Operator - Class II licensure exam after having already met all educational and experience requirements. The R-Board team also has one full-time employee in the final stages of training to prepare for his DMV road-skills test, and ultimately to secure his CDL B commercial driver’s license.

**Operations:**

Operations in recent weeks have continued to remain focused on delivering essential services to the residents, businesses and governmental customers utilizing R-Board facilities, while also responding to the challenges associated with the Covid-19 pandemic. Temporarily modified schedules, social-distancing protocols and increased PPE mandates continue to-date. New mandates from the Virginia Occupational Health and Safety Administration (VOSHA) have been disseminated to employers of all industries throughout the Commonwealth, and R-Board staff is working in tandem with County leadership in the proper application of any additional measures and communication/record-keeping requirements.

All essential Landfill heavy-equipment is currently in serviceable condition, largely thanks to the continued diligence of R-Board mechanical staff, as well as the critical vendor resources that provide the myriad of specialized parts and services that are essential to our efficient operations.

The previously approved installation of new commercial truck wheel wash system for the Landfill is nearing its installation phase. At this time, all necessary procurement processes are complete, vendors have been secured, building permits are in place, and the purpose-built wheel wash system and supporting equipment have been fabricated and are pending shipment from Pennsylvania. Staff expects this unit to be in-service within 30 days of delivery to site and is eagerly awaiting the benefits it will provide to site, equipment, and roadway maintenance.

Ms. Bohmke asked about the status of the wheel wash. Mr. Canty stated that staff is looking at the following week. Ms. Bohmke stated that she would like the R-Board to be notified when it is operational.

**Environmental Compliance/Permit Amendment Status:** Ms. Gilani reported in May, Draper Aden Associates (DAA) conducted the second quarter groundwater sampling event. One well, MW-5A, exceeded the facility background for cadmium. This well, along with MW-5 and MW-9R, has been requested by the R-Board to the Virginia Department of Environmental Quality (DEQ) to be removed and replaced with MW-12 and MW-13 on March 20, 2019. The R-Board is still awaiting approval. The semi-annual storm water sampling event was conducted in May and three out of the four outfalls were sampled. The fourth outfall was dry and did not produce discharge from the storm event. Outfall 8 had exceedances of pH, TSS, and Zinc. This outfall is still under benchmark monitoring to establish minimums and maximums. The acidic pH is a presumed result of the sulfate acid soil on site. The Storm Water Pollution Prevention Plan will be updated for any remediation. The R-Board has an opportunity to excavate the pond which may improve the exceedances.

In June the R-Board sent a letter to DEQ requesting that two gas wells be removed from the monitoring and operations standards because neither reliably meets oxygen and nitrogen standards. The removal of these two wells will not negatively impact operations because the well density at the facility will remain above industry standards. Additionally, the construction of new gas wells as part of the Cell F-3 construction will benefit the landfill gas network.

The New Source Review (NSR) permit is being modified to include Cells F-3, G-1, and G-2. The current NSR permit was issued in 2016 and only permitted the site through Cell F-2. The Northern Virginia Regional office of DEQ requires the permit modification to be submitted in sections; therefore, a new modification application will be done as the R-Board nears Cell G-3 construction.

In July, the R-Board began to work with assistance from DAA to renew the current compost permit that expires this December. Late July saw the Title V Semi-Annual Submittal that updates the DEQ and the Environmental Protection Agency on the status of the landfill gas system and any exceedances. The R-Board did not have any exceedances and will update the second submittal this year for the installation of the new gas wells.

DEQ arrived on August 12 for a regular landfill inspection and their inspection report should be received shortly.

The Solid Waste Management Plan was provided to the R-Board at the May meeting. There were no public comments received, and resolution RB20-08 was also provided for official approval.

Mr. Withers motioned, seconded by Ms. Bohmke, to adopt proposed Resolution RB20-08.

By roll call, the vote was:

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

Resolution RB20-08 reads as follows:

A RESOLUTION TO APPROVE THE SOLID WASTE MANGEMENT PLAN

WHEREAS, under 9 VAC 20-130-10 et seq., the purpose of the regulation is to establish minimum requirements for solid waste management planning and recycling for the protection of the public health, public safety, the environment, and natural resources throughout the Commonwealth; and

WHEREAS, mandatory local/regional solid waste plan requirements in the Planning Regulations at 9 VAC 20-130-120 include: (1) an integrated waste management strategy; (2) a schedule for implementation and objectives; (3) funding needs and sources; (4) a public education strategy; (5) information on source reduction, reuse, recycling, and private/public partnerships; (6) adoption of a 25% recycling rate and the method of calculation; (7) a record of all known disposal sites—closed, inactive and active; (8) adoption of a method to monitor amounts of solid waste produced—by type, to be reported to DEQ; and

WHEREAS, the R-Board's Solid Waste Management Plan was updated with assistance from Draper Aden Associates to meet Virginia Department of Environmental Quality standards and will be re-certified in five years; and

WHEREAS, no public comments were received during the public comment period of July 2, 2020 to August 4, 2020;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 19th day of August, 2020 that the R-Board be and it hereby does approve the Solid Waste Management Plan.

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

**Single-Stream Recycling**

At the last Board meeting, staff reported that should we continue to do business with Tidewater Fibre Corporation, (TFC) they have said that the processing costs will double from \$30 per ton to \$60 per ton. Transportation costs will go from \$270 per haul to \$315. They will discourage glass in the mix as they recently had an additional \$16 per ton fee added by their glass recycling vendor. They are paying \$34 per ton to bring glass to the vendor. Staff did reach out to all other major recycling sources in the area. None, thus far, has been able to give us an offer to accept all the material we generate. The Procurement Department has listed TFC as a sole source. We will pursue a 1- year contract with TFC. The FY21 budget under the current circumstance should be able to cover said expenses.

### **Household Hazardous Waste Day**

The next household hazardous waste collection day is slated for October 10<sup>th</sup>, from 9:00 a.m. to 3:00 p.m. It will be held at the City Shop located at 1000 Tyler St. Fredericksburg. Staff has reached out to the Rappahannock area Goodwill Industries to see if they want to do their electronics recycling collection program in conjunction.

### **Grant Application**

In June, staff submitted a grant request for Community Compost and Food Waste Reduction Project (CCFWR.) The grant is being sponsored by the Department of Agriculture's Natural Resources Conservation Service.

The R-Board CCFWR Project has six main deliverables:

- Collection of Food Waste for Composting
- Doubling Production of Compost
- Compost Accessibility for Agricultural Producers
- Compost Accessibility for Community Gardens
- Food Waste Reduction Education
- Food Recovery Programs.

The grant deliverables will run over a 2-year period beginning October 1, 2020. The requested grant amount is \$72,500. The R-Board will match in-kind support valued at \$50,000. If the grant is awarded to R-Board, the Fredericksburg Area Food Co-Op and the City's Clean and Green Commission have both formally offered to work in partnership on the project

### **Mandated Recycling Rate**

Staff turned in a recycling rate of 33.9% for calendar year 2019. At the time of this report staff has not received a confirmation for this rate from the State Department of Environmental Quality.

### **Litter Collection**

Due to the realignment of resources, the Clean Community Crew (C2 Crew) was reassigned to the landfill, and litter removal from the public roads was shifted to partnerships and volunteers. In the last



few months, court-ordered community service workers have provided substantially increased volunteer hours to our litter collection program. In March, when other agencies were closing due to the pandemic, an opportunity was created for our program to gain a larger number of community service workers. Individuals assigned to other agencies, that had closed due to the pandemic needed a place to complete their assignment. It became increasingly clear - we could continue to increase our referrals - if we could develop a contactless system, which was done without any added direct costs. The R-Board program benefited from this additional manpower, at the time it was needed most. Staff also assisted the court appointed referrals system by providing an outlet for its work to continue.

Nearly all of these workers are young people who have made a mistake, and want to do their hours, and close this chapter. Our program is very flexible and can be easily adapted by those with family, employment, or educational obligations.

Staff at the R-Board was asked to collaborate with Parks, Recreation and Community Facilities to help provide information for their summer "Camp@Home" initiative. Staff provided hand-outs, games and crafts suggestions which support litter prevention and impactful recycling.

Mr. Kelly thanked Ms. Jones for reaching out and keeping lines of communication open. He is also interested in the continuation of looking outside of the box in regards to recycling.

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

**Financial Summary:** Mr. Buchanan reported that revenue is up slightly. Expenses mostly came in under as well. Following the first month of 2020, volume is lower, due to COVID-19.

**Cell F-3 Finances** Construction of Cell F-3 is currently under budget and on-time completion is expected. Rain continue to hinder progress at times. Other improvements are continuing, such as extending the gas lines into other cells. Cells have not previously had a gas capture system, so this should increase into the future. Capital equipment is currently at zero. Staff desires to discuss some used equipment purchases at the November meeting as long as budget allows.

Mr. Kelly asked what the life span is predicted for Cell F-3. Mr. Buchanan said that it will be 4-5 years.

**CARES Act Proposal** Ms. Shelton gave an overview of the CARES act, and what funds may be available to the Landfill. Mr. Kelly said that the City is not receiving the amount that the County is, and deferred to Mr. Baroody for further explanation. Mr. Baroody reported that he would like to update the R-Board when more information is available. Ms. Bohmke asked Mr. Buchanan to prioritize his CARES funding list.

Ms. Bohmke asked for clarification on the containers. Mr. Buchanan explained that the containers are used for storage before being moved to the working-face. More storage will mean fewer employees required on Sunday once the Landfill reopens to a full schedule. The containers then can be moved on

Monday's. Ms. Bohmke asked if the \$45,000 would off-set the temporary labor needed through the end of the year? Mr. Buchanan said that it would not. The Landfill previously had six volunteers at 40 hours a week, and are now asking for four workers, with the operators being factored in. Ms. Shelton asked the impact of only doing one of the residential side desired improvements. Mr. Buchanan said that complete renovation of both sides would help the most. It was asked if the Public Works department could provide some of the road work. Mr. Presley said that it would not be possible. Mr. Buchanan stated that staff will do as much as possible to lower costs, since the equipment is available.

**Discuss Reopening of Landfill** Mr. Buchanan reported that the detention center was contacted and they stated that it would be several months before they would entertain the idea of sending volunteers. Staff met with the RRJ as well, they do not have the staff, so it would be intermittent at best. The addition of four staff members is desired, and also hiring temporary staffing until the permanent positions could be filled. This would lessen the dependency on the volunteers, and could be a permanent solution to reopen completely. Funds would be pulled from the prior year fund balance.

Mr. Kelly talked about the previously-mentioned survey. He was curious as to what happens once the end of the year arrives, and the CARES funding is gone. He noted that the R-Board is looking at increasing the budget by at least \$150,000, saying that we are moving away from our reliance on volunteer organizations. He felt that the R-Board should spend a little more time discussing before moving forward. Ms. Shelton asked what the financial impact would be with the reopening on Monday's only. Mr. Buchanan said that the Landfill would be short-staffed. There continues to be staff going out in isolation for 10-14 days. For a Monday-only opening, Mr. Buchanan suggested adding two positions, with another two temporary, while still bringing on the volunteers when available. Ms. Bohmke noted that the residents want the Landfill opened on Sunday's, not Monday's. She felt that the focus should be on customer service. She also stated that she did not feel comfortable dipping into the reserves. Mr. Withers said that he agreed with Ms. Bohmke regarding the opening on Sunday's. Mr. Kelly said using CARES money will help presently, and there needs to be discussions regarding the future. He stated that he was also concerned with dipping into reserves, and that it needed more conversation. Mr. Kelly also asked if there was a commercial impact to staying closed on Monday's. Mr. Buchanan stated that the commercial hauler will look at alternatives on that day of the week, because the biggest day for the haulers is Monday. He said that he also understands the residents need for reopening on Sundays. Ms. Bohmke suggested that the R-Board should open with the CARES money, and let the residents know and that the R-Board will reassess later for the future. Ms. Shelton agreed. Mr. Withers said that he would like to discuss with Mr. Baroody, and the council members to see if the City would like to assist financially. Mr. Kelly agreed that it owes a conversation.

**Adjournment:** The meeting was adjourned at 9:44 a.m.



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**Future Session:** A regular meeting will be held on November 18, 2020, at the George L. Gordon, Jr. Government Center, 8:30 a.m.



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Joseph A. Buchanan, Director



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Pamela L. Timmons, Clerk

