

## MINUTES

### RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD

April 1, 2020

George L. Gordon, Jr., Government Center  
Board Chambers

**Meeting Convened:** A special meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 2:02 p.m. on April 1, 2020, at the George L. Gordon, Jr., Government Center, Board Chambers.

**Roll Call:** The following members were present: Meg Bohmke; Cindy C. Shelton; William C. Withers, Jr.; Tim Baroody; Matthew Kelly; and Thomas Foley. Mr. Baroody and Mr. Withers participated via conference call.

Also in attendance were: Bill Hefty, Esq., R-Board Attorney (via conference call); Joe Buchanan, Director; and Pamela Timmons, Clerk.

#### **Unfinished Business:**

**FY2021 Budget Discussion** Mr. Buchanan reported that staff presented the FY21 budget at the previous meeting. He stated that the numbers will need to be adjusted due to COVID-19, and an updated budget will be presented at the May 20<sup>th</sup> meeting.

Mr. Kelly asked how COVID-19 may be impacting the budget. Mr. Buchanan stated that there is already a drop in commercial due to restaurants closing the indoor dining. There has been an uptick on the residential side since so many citizens are now home, and are at a decrease of approximately 10% overall in revenue. Some commercial haulers are experiencing as much as a 15% increase in trash pickup.

Ms. Bohmke motioned, seconded by Mr. Kelly, to defer the FY21 budget to the May 20, 2020 meeting.

By voice, the vote was:

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

**Discuss Commercial Price Increase** Mr. Buchanan noted that staff has spoken to the commercial haulers, and since there are some unknowns due to COVID-19, he recommended deferral to the May 20<sup>th</sup> meeting, so staff can get a better handle on where the economy is going.

Ms. Bohmke motioned, seconded by Mr. Kelly, to defer the commercial price increase to the May 20, 2020 meeting.

By voice, the vote was:

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

**Changes Relating to COVID-19** Mr. Buchanan stated that Landfill staff has used the Stafford detention workers for volunteer labor, but that has now stopped due to the virus. Due to the lack of labor at the Landfill and trying to do more with less, staff is recommending the closure of the Landfill on Sunday's and Monday's. That will reduce hours by up to 150, which will help the loss of the 256 hours per month that are received with the detention workers present at the Landfill. Currently, commercial operates seven days a week, and staff consists of 12 operators, with five of those in a high risk category due to age and/or pre-existing health conditions. Mr. Buchanan stressed that staff desires to keep the commercial side open with no change in hours, while also resting staff.

Ms. Bohmke felt that there has been much posted to keep citizens updated, and agrees that there cannot be a loss of operators. With the commercial side closed on Sunday's, it makes sense to close the residential side as well – especially with the loss of so many volunteer hours. When the COVID-19 emergency is over, the Landfill can resume normal operating days/hours. Mr. Buchanan agreed.

Mr. Foley motioned, seconded by Mr. Kelly, to adjust the Landfill hours until the COVID-19 emergency is over.

By voice, the vote was:

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

Nay: (0)

#### **New Business:**

**Authorize Construction of Cell F-3** Mr. Buchanan briefed the Board on the filling of Cell F-2, and the need for the start of construction of Cell F-3. Staff received two qualified bidders, with Sargent Corporation being the lowest bidder. They did the capping of cells B, C, and D. Their bid is for \$3.4m, with a total cost for all to be \$4.2m. The additional funds are for environmental, contingency, wetlands mitigation, and documents provided by Draper Aden. The second resolution is for additional funds for Draper Aden to perform the CQ&A for both the construction and wetlands mitigation. Construction is expected to be completed by November, 2020, which is prior to the filling of the current cell.

Mr. Kelly asked how long is Cell F-3 expected to last. Mr. Buchanan stated that it should be 4 ½ years, which is based on current usage. That may change due to an uptick in usage. Staff has also made a change with covering. Instead of a dirt cover daily, tarping is now being used, which should save air space. That may increase the cell's lifespan to five years. Mr. Kelly also mentioned the agreement with funding Cell F-3, referencing more of proportionality as opposed to 50/50. Mr. Buchanan said that Mr. Kelly was correct.

Ms. Bohmke asked if there has been any consideration of how the managing will be handled due to COVID-19. Mr. Buchanan stated that there will be ongoing meetings with Sargent to ensure that all issues will be addressed.

Ms. Shelton asked if receiving only two respondents was normal. Mr. Buchanan said that it was.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopt proposed Resolution RB20-04.

By voice, the vote was:

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

Resolution RB20-04 reads as follows:

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH SARGENT CORPORATION FOR THE CONSTRUCTION OF CELL F3 AT THE RAPPAHANNOCK REGIONAL LANDFILL**

WHEREAS, the current operational landfill cell at the Rappahannock Regional Landfill (Landfill) is expected to be filled by March, 2021; and

WHEREAS, the design for the next planned operational landfill cell, F-3, was completed and offered for public bids; and

WHEREAS, two (2) bids were received, with the lowest bid received from Sargent Corporation, in the amount of \$3,443,550; and

WHEREAS, staff has reviewed this bid and determined that Sargent Corporation is the lowest responsive bidder; and

WHEREAS, the continuation of solid waste services is dependent on the completion of Cell F-3;

WHEREAS, funding for construction is proposed to be provided from operating funds from FY2020 and FY2021 in the amount of \$2,000,000; and

WHEREAS, the balance of \$2,200,000 will come from cash and investment accounts; and

WHEREAS, there is additional funding in the amount of \$335,050, to be made available for wetlands mitigation, preparation of construction documents, and other contingencies; and

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 1<sup>st</sup> day of April, 2020, that the County Administrator, or his designee, is authorized to execute a contract with Sargent Corporation for construction of Cell F-3 at the Rappahannock Regional Landfill in an amount not to exceed Three Million Four Hundred Forty-three Thousand Five Hundred Fifty Dollars (\$3,443,550), unless modified by a duly-executed change order.

Ms. Bohmke motioned, seconded by Mr. Kelly, to adopt proposed Resolution RB20-05.

By voice, the vote was:

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

Resolution RB20-05 reads as follows:

A RESOLUTION TO AUTHORIZE AN AMENDMENT TO A CONTRACT  
WITH DRAPER ADEN ASSOCIATES FOR PROFESSIONAL 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 Associates (DAA) to provide environmental monitoring and engineering support for a period of one (1) year, with five (5) renewal options, commencing on July 1, 2016, with the current renewal option in place through June 30, 2020; and

WHEREAS, the R-Board desires to begin construction of Cell F-3 to ensure City and County residents have a means to dispose of solid waste materials in an environmentally responsible manner; and

WHEREAS, additional funding is required to enable Draper Aden to aid in the construction of the Landfill Cell F3, for wetlands permits, bid document preparation, and quality control of the construction of Cell F3, in the amount of \$421,400; and

WHEREAS, there is additional funding in the amount of \$335,050, to be made available for wetlands mitigation, preparation of construction documents, and other contingencies; and

WHEREAS, DAA has consistently provided professional services with the highest quality; and

WHEREAS, funds are available in the R-Board Reserve Fund, but must be budgeted and appropriated;

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 1<sup>st</sup> day of April, 2020, that the County Administrator, or his designee, is authorized to execute a contract with Draper Aden Associates to provide wetlands permits, bid document preparation, and quality control services in an amount not to exceed Four Hundred twenty one Thousand and Four Hundred Dollars (\$421,400), unless modified by a duly-executed Contract Amendment; and

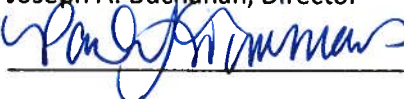
**Adjournment:** The meeting was adjourned at 2:20 p.m.

**Future Session:** The next regular meeting will be held on May 20, 2020, at the George L. Gordon Government Center, 8:30 a.m., in Board Chambers.



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Joseph A. Buchanan, Director



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Pamela L. Timmons, Clerk