

**RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD**

**MEETING AGENDA**

**GEORGE L. GORDON, JR. GOVERNMENT CENTER  
BOARD OF SUPERVISOR CHAMBERS  
STAFFORD, VIRGINIA**

**DECEMBER 4, 2024  
1:00 PM**

**CALL TO ORDER / ROLL CALL**

**A. APPROVE AGENDA FOR DECEMBER 4, 2024 MEETING (Tab 1)**

**APPROVE MINUTES OF AUGUST 28, 2024 MEETING**

**PRESENTATIONS BY THE PUBLIC**

**PRESENTATIONS BY R-BOARD MEMBERS**

**B. REPORT OF STAFF (Tab 2)**

- 1. Report of Landfill Superintendent (Rick Markwardt)**
- 2. Report of Assistant Landfill Superintendent (Susan Carpenter)**
- 3. Environmental Compliance Report (Tyler Schmidt)**
- 4. Recycling Manager Report (Francesca Johnson)**
- 5. Community Outreach Supervisor Report (Hope Mikelson)**
- 6. R-Board Annual Report FY 2024 (Information Only)**

**C. REPORT ON FINANCES (Tab 3)**

- 1. Financial Summary; FY2025 to date (Phillip Hathcock)**
- 2. Weight & Material Analysis; FY2025 to date (Phillip Hathcock)**

**D. OLD BUSINESS (Tab 4)**

- 1. Landfill Solar RFP Update**
  - a. Support Resolution of Award – RB24-12**

**E. NEW BUSINESS (Tab 5)**

- 1. Virginia Department of Environmental Quality Grant Acceptance (Hope Mikelson)**
  - a. Competitive - RB24-10**
  - b. Non-Competitive- RB24-11**
- 2. Senior Accounting Technician Position**
  - a. Resolution – RB24-13**
- 3. Ameresco Landfill Gas Electric Generation Update (Phillip Hathcock)**

**CLOSED SESSION (if needed)**

**NEXT SCHEDULED MEETING**

**February 26, 2024, Board of Supervisors Chambers, George L. Gordon, Jr. Government Center, 1:00 p.m.**

**ADJOURNMENT**

**DRAFT MINUTES**  
**RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD**  
**AUGUST 28, 2024**  
**Board of Supervisors Chambers**

**Meeting Convened:** A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 1:00 p.m. on August 28, 2024.

**Roll Call:** The following members were present: Timothy J. Baroody; Monica Gary; Jannan Holmes; and Will Mackintosh Craig Meadows. Ms. Bohmke was absent.

Also in attendance were: Brendan Hefty, R-Board Attorney; Rick Markwardt, Landfill Superintendent; Susan Carpenter, Assistant Landfill Superintendent; Tyler Schmidt, Environmental Coordinator; Hope Mikelson, Community Outreach Supervisor; Joyce Brent, Community Service Coordinator; Pamela Timmons, Clerk; and Phillip Hathcock, Director.

**Approval of the Agenda:**

Mr. Meadows motioned, seconded by Ms. Holmes to approve the agenda.

By roll call, the vote was:

Yea:	(5)	Baroody, Gary, Holmes, Mackintosh, Meadows
Nay:	(0)	
Absent:	(1)	Bohmke

**Approval of the minutes of prior meeting:** Mr. Mackintosh motioned, seconded by Ms. Holmes, to approve the minutes from the May 15, 2024 meeting.

By roll call, the vote was:

Yea:	(5)	Baroody, Gary, Holmes, Mackintosh, Meadows
Nay:	(0)	
Absent:	(1)	Bohmke

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

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

A proclamation was presented by Ms. Gary to Jonathan Stevens for his master gardening.

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

**Cell F3 Operations** Cell F-3 continues to fill without any problems. The first-half flyover from SCS took place on July 15, 2024. From January 11, 2024 to July 15, 2024, it was estimated that approximately

145,800 cubic yards of airspace was consumed . Calculations in the existing landfill area (Cells F1-F3 and part of E) is 404,400 cubic yards, which is about 94.4% of capacity giving us about 9 months of remaining life.

**CELL G1/G3 CONSTRUCTION** Cell G1/G3 construction continues on schedule. The majority of the grading is complete and the next major phase will be the laying of the GCL (Geomembrane Containment Liner).

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

**STAFFING** The R-Board is currently authorized for 42 positions, of which 37 are full-time and 5 are part-time. We are currently hiring for the following positions: Scale Technician Gate Attendant Maintenance Worker I We hired Charles Brown, in May, to fill the Maintenance Worker I position. Charles comes to us with extensive experience and knowledge in grounds maintenance.

**TRAINING AND CAREER DEVELOPMENT** Charles Smith, Corey King, and Charles Brown all Maintenance Workers I, have completed their VDOT Flagger Certification and have been promoted to Maintenance Worker II. Staff members have completed the 2024 Unauthorized Waste Training required by DEQ.

**SAFETY** Safety meetings are essential to promote a safety culture and to ensure everyone's well-being in the workplace. Safety meetings allow employees to relay safety concerns and add improvement ideas. DEQ requires the landfill staff to hold a monthly safety meeting. The following are some of our safety topics:

**Conduct – Taking Shortcuts** We learned that there are a thousand shortcuts that workers can take every day. Shortcuts can seem harmless, they might be done without thinking, or workers might know the risk and choose to take the shortcut anyway. When you take shortcuts, your actions have the potential to result in dangerous outcomes that aren't worth saving a few extra seconds or minutes.

**Heat Stress** We learned how heat stress affects the body, and how to treat heat-related illnesses.

**First Aid** When an employee is injured or becomes ill, their co-workers will usually be the first ones on the scene and have the opportunity to provide some initial treatment. We received directions on how to treat eye injury, cuts, burns, abrasions, strains, sprains, fractures, shock, heart attacks, choking, and heat-related illnesses.

**ACCOLADES** Mike Wolfrey, a Heavy Equipment Operator II won the award for Unwavering Respect in the Stafford County Just Service Awards. The collaboration and cooperation between the Aquia Wastewater Treatment Facility (AWT) and the R-Board is a perfect example of Stronger Together. Mike delivers three loads of biosolids to the Landfill practically every day often in challenging conditions at the working face. Mike, with the support of the R-Board operators, ensures AWT can keep the plant biological process healthy and in a delicate balance. There is no better example of Stronger Together than AWT and Mike and the R-Board working together to keep Stafford a beautiful and clean place to live.

**Eskimo Hill Landfill Customer Feedback Report** Satisfied Residents 91% Designated Area for Trailers 2% More HHW Days 1% Sweeping Nails 3% Free 3%.

Ms. Gary asked about the sweeping. Ms. Carmichael said that the cost of the street sweeper is \$3,480. Staff hand sweeps on weekends. Ms. Gary thanked staff for its efforts.

**Environmental Compliance Report:** Mr. Schmidt reported on the following:

**VA DEQ Stormwater eDMRs:** On July 3rd, 2024, the R-Board submitted the 1st Semi-Annual eDMR of 2024 with no exceedances reported. On July 19th, the R-Board received a warning letter from VA DEQ regarding two effluent exceedances for ammonia reported on the 2nd Semi-Annual eDMR of 2023. The R-Board initially responded to these exceedances on January 4th when the exceedances were reported and has formally replied to the warning letter on July 19th, reiterating the previous report and additional measures implemented.

**VA DEQ Quarterly Solid Waste Inspection:** On June 26th, 2024, VA DEQ conducted its quarterly review of the R-Board landfill. The result of the inspection led to a deficiency letter regarding insufficient cover and a facility reported leachate seep on June 21st. Corrective actions were immediately implemented and VA DEQ was notified formally on July 10th.

**Groundwater Monitoring:** Below is a list of the groundwater documents submitted to VA DEQ. No exceedances were verified in the quarterly report and the updated groundwater monitoring plan has been tentatively approved:

<u>Report</u>	<u>Submission Date</u>
2nd QTR Active Landfill (2024)	July 25th, 2024
Groundwater Monitoring Plan (2024)	August, 2024

Upcoming: 3rd QTR Active Landfill (2024), 2nd Semi-Annual Closed Landfill (2024)

Ms. Gary asked about the insufficient cover. Mr. Schmidt explained that it was exposed waste on side slopes that occurred due to the rain.

**Recycling Report:** Mr. Hathcock (for Ms. Johnson) reported on the following:

**Single Stream Update** The revenue per ton from single-stream recycling remains stable, and industry experts predict it will stay steady through 2024. The May 2024 revenue per ton was \$99.47. The June 2024 revenue per ton was \$101.92. The July 2024 revenue per ton was \$101.50.

**Rechargeable Battery Recycling Program** The Rechargeable Battery Recycling Program was launched in July 2023. Initially, R-Board provides this service free of charge. Up to this time the R-Board has been able

to recycle lithium batteries at no cost. However, starting in July 2024, there will be a cost associated with the program. The estimated cost for the fiscal year will be no more than \$2,000.

**Household Hazardous Waste Collection Day** The next Household Hazardous Waste Disposal Day is scheduled for Saturday, September 7, 2024, from 9 a.m. until 3 p.m. at the Stafford Regional Airport. Household hazardous waste and electronics will be collected from residents during this event.

**Planet Aid** The Planet Aid donation bins have received much use. From January to June 2024 a total of 12,018 pounds of clothing and shoes were diverted from the landfill. Planet Aid accepts donations of men's, women's, and children's clothes, shoes, accessories, blankets, bedspreads, sheets, towels, curtains, and fabric. Residents can drop off items at the Belman Road Convenience Center and the Regional Landfill.

**Bicycling Restoration Program Award** The R-Board received a NACo award for the bicycle recycling program at the landfill. The bicycle restoration program was recognized with a 2024 Achievement Award from the National Association of Counties (NACo). The award honors innovative, effective county government programs that strengthen services for residents. This program aims to reduce waste by providing a drop-off location for gently used bicycles that need minor repairs at the residential side of the Regional Landfill. By refurbishing and repairing bicycles that are still in good condition, the program encourages reuse and prevents them from being landfilled. Stafford Crossing Community Church, the community partner responsible for refurbishing collected bicycles, repairs and distributes them to children in need. Since October 2023, the program has collected and repurposed over 75 gently used bicycles at the landfill, extending the life of the landfill and helping children receive bicycles. The R-Board applied for the 2024 Virginia Association of Counties (VACo) Achievement Awards. As of August 13, 2024, the R-Board is waiting for notification of the achievement award results.

Regarding Planet Aid, Ms. Holmes asked where the donated items are sent. Ms. Johnson responded that items that can be used are distributed locally, and the remaining items are sent to other countries. Ms. Gary said that she would like to donate as well.

Mr. Mackintosh asked if the \$2,000 for batteries will now come from the budget. Ms. Johnson responded that it will.

**Community Outreach Supervisor** Ms. Mikelson reported on the following:

Non-trailer Activities:

- Mini Compost -A-Thon Weekend June 8th & 9th 280 residents contacted and 220 kitchen counter top starter kits distributed.
- Green Aquia Family Compost Class – June 22nd - 38 residents -30 Compost bins and starter kits given out.
- Green Aquia held its 11th Annual Stream Cleanup July 20th 20 residents
- Howell Library Fun Fest: July 31st - 250 residents Trailer Events:
- D.A.R.E Day at Pratt Park: May 21st - 2200 fifth grade students.

- Porter Library Fun Fest: August 2nd 325 residents. Upcoming Events:
- Backyard Composting 101 Classes: August 29, September 26, October 24, and November 14.
- Mini Compost -A- Thon Weekends: September 28th & 29th; October 19th & 20th ; and November 10th.
- Stafford's National Night Out: October 1, 2024

\*\* The DEQ Non-Competitive and Competitive Litter Grants have been successfully submitted and accepted. We are currently awaiting notification regarding the potential awards and respective amounts.

**Litter Collection:** Ms. Brent reported on the following:

**Litter Collection** The R-Board collaborates with the Rappahannock Regional Jail (RRJ) and District 21 to utilize the adult probationer community service requirement for roadside litter cleanup. The courts assign probationers a certain number of hours to be completed by a set date. Through this cooperation, from May 1 through July 31, 2024, there have been:

- 30 active adult probationers currently in the program. Out of these 30 probationers, only 15 have actual hours this reporting period (there are 8 probationers due to come onboard).
  - o 198.25 non-paid hours
  - o 270 bags of roadside litter collected
  - o 53.25 miles of roads cleaned
- 15 adult probationers completed the program
  - o 359.50 non-paid hours
  - o 410 bags of roadside litter collected
  - o 94.5 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 May 1 through July31, 2024:

- 3 active assignees
- 9 assignees completed the program
  - o 231 non-paid hours
  - o 228 bags of roadside litter collected
  - o 46.75 miles of roads cleaned

Staff also contract with RRJ to clean road areas needing more intensive attention. We did not utilize RRJ this reporting period.

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

**Financial Status- Unaudited FY 2024**

R-Board finances ended FY2024 as outlined below:

- FY2024 total revenue reflects a total of \$11,519,869, which is 95% of \$12,136,874 in budgeted funding for the FY2024 budget, including cash transfers for cell development. At the end of the reporting period, the R-Board held \$21,316,889 in cash and short-term investments.
- FY2024 expenses reflect \$10,453,097 expended (86%) of an approved budget of \$12,136,874.

**Solar RFQ Update:** Mr. Hathcock reported that there were two respondents, and there will be a recommendation at the next meeting.

**Caterpillar D2 Dozer Purchase:**

Mr. Mackintosh asked about the benefits. Mr. Hathcock responded that there is a cost benefit and the technology is more advanced. Ms. Gary asked about the \$600,000 budgeted for equipment. Mr. Hathcock responded that it was a budgeted number to be used.

Ms. Holmes motioned, seconded by Mr. Mackintosh to approve proposed resolution RB24-09.

By roll call, the vote was:

Yea:	(5)	Baroody, Gary, Holmes, Mackintosh, Meadows
Nay:	(0)	
Absent:	(1)	Bohmke

Resolution RB24-09 reads as follows:

A RESOLUTION TO AUTHORIZE THE PURCHASE OF A CATERPILLAR D2-12LGPAR  
FOR LANDFILL OPERATIONS

WHEREAS, the Regional Landfill (Landfill) operates with the use of a Caterpillar D5C; and

WHEREAS, this piece of equipment is currently well past the useful life, and is repeatedly subject to mechanical breakdown, forcing the rental of a backup piece of equipment until our unit can be repaired; and

WHEREAS, the R-Board must comply with DEQ regulations requiring that equipment be maintained in top working condition; and

WHEREAS, staff recommends purchasing a new D2-12LGPAR dozer; and

WHEREAS, Carter Caterpillar will sell this equipment for the price of \$169,586.00; and

WHEREAS, funding in the amount of \$600,000 has been budgeted for this purpose in the FY2025 budget, beginning July 1, 2024;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this the 28th day of August, 2024, that the County Administrator, or his designee, is authorized to execute a contract with Carter Caterpillar in an amount not to exceed \$169,586.00 to purchase a Caterpillar D2-12LGPARG dozer for landfill operations with FY2025 funds.

**Next Meeting Date:** Following discussion, it was determined that the next R-Board meeting will be held on December 4, 2024 at 1:00 p.m..

**Adjournment:** The meeting was adjourned at 1:35 p.m.

**Future Session:** A regular meeting will be held on Wednesday, December 4, 2024, at 1:00 p.m., in the Board Chambers.

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Phillip Hathcock, Director

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Pamela L. Timmons, Clerk







## Rappahannock Regional Solid Waste Management Board

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**To: R-Board Members**

**From: Rick Markwardt, Landfill Superintendent**

**Date: December 4, 2024**

**RE: Report of the Landfill Superintendent**

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### Cell F3 Operations

Cell F-3 continues to fill without any problems. The next flyover for the Landfill should take place around the 1<sup>st</sup> of January 2025.





## Rappahannock Regional Solid Waste Management Board

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### CELL G1/G3 CONSTRUCTION

Cell G1/G3 construction continues on schedule. Sargent Construction is expecting their completion of the Cell around Thanksgiving timeframe. Once this is complete, TRC will forward all information to DEQ to have the Certificate to Occupy (CTO) issued.





## Rappahannock Regional Solid Waste Management Board

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To: R-Board Members  
From: Susan Carpenter, Assistant Landfill Superintendent  
Date: December 4, 2024  
Subject: Personnel Report

### **Staffing**

The R-Board is currently authorized for 42 positions, 37 of which are full-time and 5 of which are part-time. We currently have one opening for the Maintenance Worker position.

We hired the following staff:

Cedar Ek filled the Scale Technician position. Cedar comes to us with a background in administrative support and customer service skills.

Joseph DeCola filled the Landfill Gate Attendant position. Joe has 32 years of experience in administrative support and customer service skills.

### **Training and Development**

The following staff were certified in First Aid/CPR/AED:

Phil Hathcock  
Hope Mikelson  
Jesse Stanley

John Eckman  
Wally Sanderson  
Shawn Bowling

Jeremy Ellis  
Tim Pickett  
Charles Brown

I attended the Mental Health First Aid Class and received my Mental Health First Aider certification.

Phil Hathcock, Susan Carpenter, and Tyler Schmidt attended the Solid Waste Regulatory Training presented by SWANA.



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### Safety

Safety meetings are gatherings where employees and management discuss workplace safety. The objectives of these meetings are to increase awareness, reinforce safety rules, and increase employee awareness of potential risks.

Here are some of the safety topics:

Dealing with Hazardous Spills – We learned how to deal safely and effectively. Employees understand the hazards associated with HAZMATs, the cleanup procedures that should be used with them, and the decontamination and waste disposal procedures that should be employed when cleaning up a spill.

Situational Awareness - means paying attention and being aware of what's happening around you. No matter your role at work, situational awareness is an important key to keeping everyone safe.

Chainsaw Safety—Over 30,000 people are injured yearly from incidents that occur when they use chainsaws. While chainsaws are efficient and productive power tools, they can also be dangerous if not used correctly and with care. We reviewed this safety topic for guidance on planning, common hazards, PPE requirements, and key safety precautions that every chainsaw operator should be aware of before using these powerful tools.



## Accolades



The Moncure Memorial Church Cemetery, also known as the Beagle Family Cemetery, is a historical site for the local community and is located near the Commercial entrance of the landfill. It's a place of rest for many individuals, including the Beagle Family, and numerous unmarked graves.

In most cemeteries, fences symbolize the boundary between life and death. They also offer protection, keeping out animals and vandals while maintaining an atmosphere of peace and rest. Over the years, the white wooded fence around the Beagle Family Cemetery had faded and degraded.

Thanks to Phil Hathcock and the maintenance staff a new vinyl fence has been installed.



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The maintenance staff includes Mark Ward, Charlie Brown, Charles Smith, and Wally Sanderson. They did a fantastic job putting together the new vinyl fence.



## **Rappahannock Regional Solid Waste Management Board**

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**TO:** R-Board Members  
**FROM:** Tyler Schmidt, Landfill Environmental Coordinator  
**DATE:** December 4, 2024  
**SUBJECT:** Environmental Compliance

### **VA DEQ Quarterly Solid Waste Inspection:**

On September 4, 2024, VA DEQ conducted its quarterly solid waste review of the R-Board landfill. The result of the inspection led to a no deficiency letter.

### **VA DEQ Corrective Action Termination Request:**

On October 7, 2024, VA DEQ accepted R-Board's request to discontinue the corrective action permit modification process for Area 74 (*Closed Landfill*). This corrective action termination stems from the exceedance of Groundwater Protection Standards (*GPS*) for one contaminant (*1,1 DCA*) in 2009 during the 1<sup>st</sup> Semi-Annual Groundwater Monitoring Report for the Closed Landfill (*Area 74*). A Nature and Extent Study was conducted after this exceedance and remediation efforts (chemical oxidation injections) occurred between 2014 and 2019. GPS have not been exceeded at the facility since 2014 and injections have not been implemented since 2019.

### **Stafford County Utilities SIU Inspection:**

On November 7, 2024, Stafford County Utilities conducted its annual leachate management review of the R-Board landfill. No issues were identified during the inspection.

### **Groundwater Monitoring:**

On November 13, 2024, TRC submitted the 3<sup>rd</sup> Quarter Active Landfill Groundwater Monitoring Report to VA DEQ with no exceedances detected.

### **Additional Updates:**

The Spill Prevention Control and Countermeasure Plan (*SPCC*), Stormwater Pollution Prevention Plan (*SWPPP*), and Odor Management Plan have been updated to reflect on-going operations and current legislative requirements. VA DEQ has been updated regarding Chesapeake Bay Compliance reporting. Additionally, the R-Board is updating its Leachate Management Plan and completed review of the new Title V Permit (air permit).

*Upcoming: 2<sup>nd</sup> Semi-Annual GWM Closed Landfill (2024), 4<sup>th</sup> QTR VA DEQ Solid Waste Inspection*





## Rappahannock Regional Solid Waste Management Board

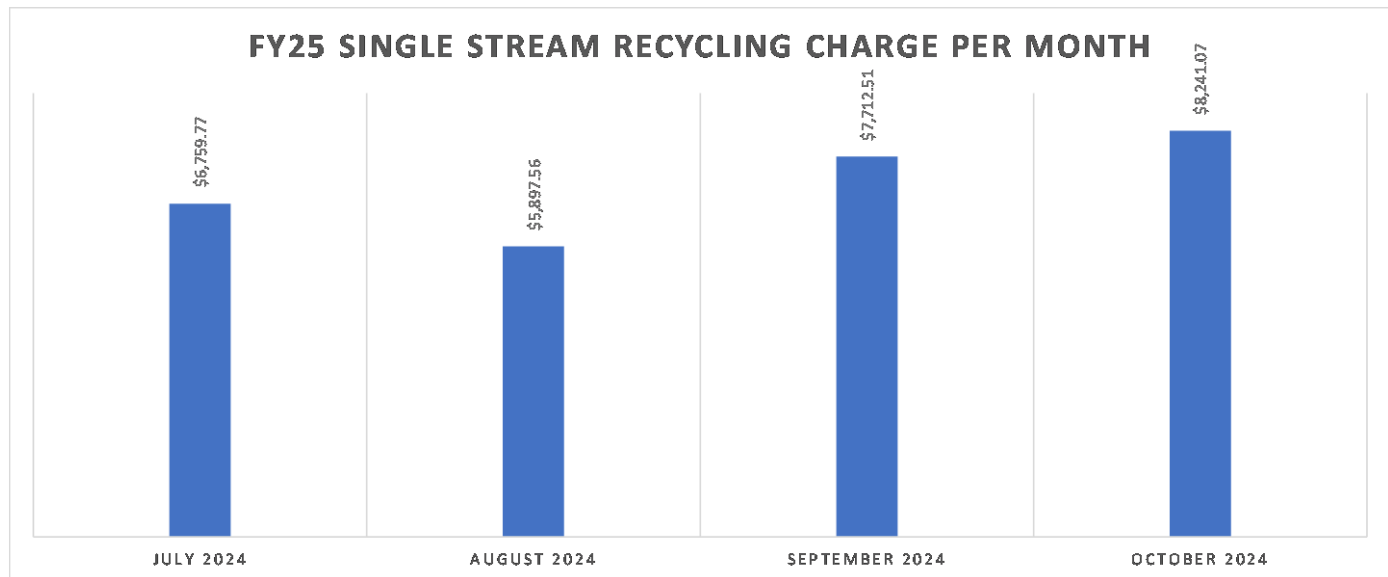
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**TO:** R-Board Members  
**FROM:** Francesca Johnson, Recycling Manager  
**DATE:** December 4, 2024  
**SUBJECT:** Recycling Report

### Single Stream Recycling Update

The Tidewater Fibre Corporation (TFC) has renewed its single-stream recycling contract. Due to inflation, the trailer haul charge has increased from \$425 to \$640. However, the monthly compactor rental charge has been reduced from \$900 to \$800.

For the period from July 2024 to October 2024, the total cost for single-stream recycling was \$28,610.91.



### Request for Quotes Belman Scrap Metal

A request for quotes was sent out in May to purchase and recycle scrap metal from the Belman Road Convenience Center. Summit Recycling was awarded the contract. The Rappahannock Regional Solid Waste Management Board (R-Board) will deliver scrap metal from the Belman Road Convenience Center, 1200 Belman Road, Fredericksburg, VA 22401 to Summit Recycling.

### Invitation for Bid for Scrap Metal

The R-Board is working with Procurement to release an Invitation for Bid (IFB) for scrap metal collection from the Regional Landfill located on Eskimo Hill Road. The selected contractor will load and haul the scrap metal for the R-Board saving staff hours and resources.



## Rappahannock Regional Solid Waste Management Board

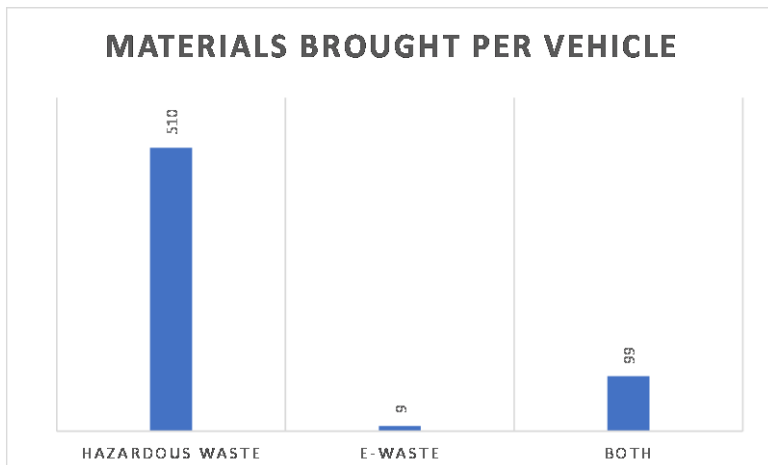
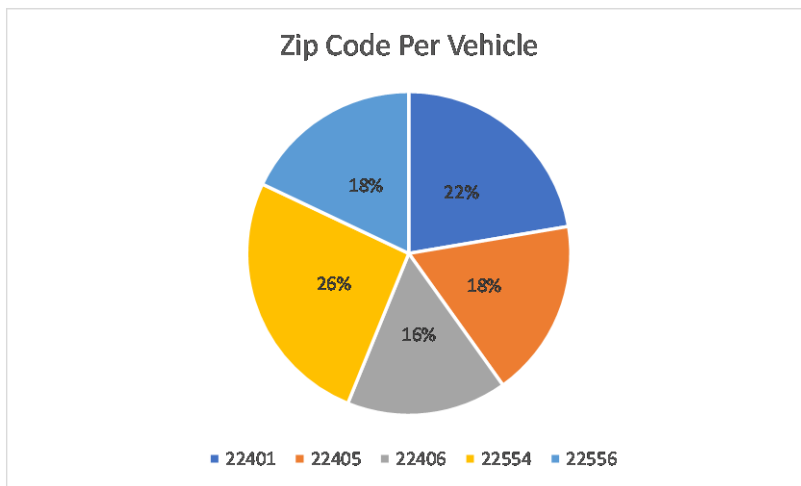
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### Household Hazardous and Electronics Waste Collection Day

The Household Hazardous and Electronics Waste Collection Day took place on Saturday, September 7, 2024, from 9 AM to 3 PM. The event attracted a steady flow of vehicles throughout the day. The Aquia Harbour Host Lions Club, along with the VA Star program from Brooke Point High School, was on hand to assist with electronics recycling. The event was staffed by R-Board and City of Fredericksburg employees.

A total of 618 vehicles attended the event: 510 brought hazardous waste only, 99 brought hazardous waste and e-waste, and 9 brought e-waste only.

The disposal cost for the Household Hazardous Waste event was \$46,175.60.





## Rappahannock Regional Solid Waste Management Board

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**TO:** R-Board Members

**FROM:** Hope Mikelson, Community Outreach Supervisor

**DATE:** December 4, 2024

**SUBJECT:** Community Outreach

### Educational Trailer:

- National Night Out – October 1, 2024 – (**1000** educational backpacks & **250** reusable store bags were given out)
- Stafford Parks and Rec. Fall Family Fun Festival – October 5, 2023 – (**700** educational backpacks & **100** reusable store bags were given out)
- The litter and recycling program was awarded a grant for **\$51,627.50**

### Non-trailer Activities:

- Mini Compost -A- Thons Weekends:
  - Hurkamp Park -September 28, 2024, & Long Family Markets – September 29, 2024 (**120** Food Scrap Countertop Collectors given out, spoke with **300** residents and gave out **15** educational backpacks)
  - Hurkamp Park -October 19, 2024, & Long Family Markets October 20, 2024(**114** Food Scrap collectors given out, spoke with **303** residents and gave out **20** educational backpacks)
  - Spring Mini Compost-A-Thons weekends will begin the first weekend the markets are open for the new season.
  - The DEQ Competitive Grant which we were awarded **\$15,00.00** for compost outreach program
- Backyard Composting 101 - Central Rappahannock Regional Library
  - Classes are given monthly and will continue threwh the winter into next year.
  - This past quarter was slow with only 15 attendees in the last 3 classes.
- Garrisonville Elementary Trunk or Treat – October 25, 2024 – **1000** residents





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### **Community Meetings and Outreach Connections:**

- I contacted principals at multiple Stafford County schools to see if anyone wanted to have a paper recycling pilot program at their school but got no response.
- I have been in continuous contact with Deirdra Hazeley from Stafford County Schools about the Recycled Art Contest.
- Francesca and I met with Karen Brown on October 18, 2024, to discuss PLEA (Plastic Litter Education Advocates) and ways to disseminate their message effectively.



### **Upcoming Events:**

- Recycled Art Contest launching in December with judging on April 12, 2025, at Stafford County's Fine Arts Festival at Colonial Forge High School.
- Earth Day week visit to Stafford High School and Dixon-Smith Middle School April 21-25, 2025
- Earth Day April 26, 2025, at Old Mill Park

### **Award:**

- The Virginia Association of Counties awarded The Compost Outreach Program a 2024 Achievement Award in the environmental category. The award was presented to our Director, Phillip Hathcock and staff at the Board of Supervisors meeting on November 19, 2024.



## Rappahannock Regional Solid Waste Management Board

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**TO:** R-Board Members  
**FROM:** Joyce Brent, Community Service Coordinator  
**DATE:** November 7, 2024  
**SUBJECT:** Litter Collection

### Litter Collection

The R-Board collaborates with the Rappahannock Regional Jail (RRJ) and District 21 to utilize the adult probationer community service requirement for roadside litter cleanup. The courts assign probationers a certain number of hours to be completed by a set date. Through this cooperation, from August 1 through October 31, 2024, there have been:

- 25 active adult probationers currently in the program. Out of these 25 probationers, only 20 have actual hours this reporting period (there are 7 probationers due to come onboard).
  - 311.75 non-paid hours
  - 351 bags of roadside litter collected
  - 71.25 miles of roads cleaned
- 16 adult probationers completed the program
  - 312.50 non-paid hours
  - 376 bags of roadside litter collected
  - 75.75 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 August 1 through October 31, 2024:

- 3 active assignees
- 7 assignees completed the program
  - 315 non-paid hours
  - 429 bags of roadside litter collected
  - 81 miles of roads cleaned

We also contract with RRJ to clean road areas needing more intensive attention. On September 29, 2024, RRJ cleaned the Blue Gray Parkway and collected 25 bags of litter.

The following roads/streets have been cleaned from August 1 through October 31, 2024:

Bellows Avenue  
Blue and Gray Parkway  
Brent Point Road  
Brooke Road  
Butler Road  
Centreport Parkway  
Cool Springs Road  
Courthouse Road  
Deacon Road  
Dixon Street  
Emancipation Highway  
Enon Road  
Eskimo Hill Road  
Fall Hill Avenue  
Falls Run Drive  
Fleet Road  
Forbes Street  
Garrisonville Road  
Harrell Road  
Hartwood Road  
Hidden Springs Lane  
Hope Springs Lane  
Joshua Road  
Kings Highway  
Lafayette Boulevard  
Layhill Road  
Leeland Road  
Morton Road  
Mountain View Road  
Musselman Road  
Olde Forge Drive  
Onville Road  
Plantation Drive  
Poplar Road  
Potomac Run Road  
Quarry Road  
Ramoith Church Road  
Richmond Highway  
Rocky Run Road  
Shackelford Well Road  
Shelton Shop Road  
South Gateway Drive  
Stafford Lakes Boulevard  
Stafford Wayside  
Tacketts Mill Road

Twin Lakes Drive  
University Boulevard  
Warrenton Road  
White Oak Road  
Willow Landing Road

**Fredericksburg Area:**

Amelia Street  
Carl D. Silver Parkway  
Caroline Street  
Central Park  
Charles Street  
Charlotte Street  
Cowan Boulevard  
Dixon Street  
Emancipation Highway  
Fall Hill Avenue  
Frederick Street  
George Street  
Hanover Street  
Jackson Street  
Kenmore Avenue  
Lafayette Boulevard  
Littlepage Street  
Plank Road  
Prince Edward Street  
Princess Anne Street  
Roffman Road  
Sophia Street  
Washington Street  
Weadon Street  
Wicklów Drive  
William Street  
Wolfe Street



# Rappahannock Regional Solid Waste Management Board Annual Financial & Operational Report

July 1, 2023 through June 30, 2024

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## MISSION AND VISION

### **R-Board Mission**

The mission of the Rappahannock Regional Solid Waste Management Board (R-Board) is to provide professional, courteous, and intelligent service and solutions to the waste disposal needs of citizens residing in Stafford County and the City of Fredericksburg.

### **R-Board Vision**

The R-Board's vision is to operate the best landfill in Virginia. Being the best landfill includes environmentally sound solid waste management policies and having an active Reduce, Reuse, and Recycling program, all coupled with outstanding customer service. The R-Board intends to continually strive to be a leader in the waste management industry and to set an example for others to emulate.

## R-BOARD MEMBERS

### **Timothy J. Baroody**

Fredericksburg City Manager  
715 Princess Anne Street  
Room 203  
Fredericksburg, VA 22401

### **Meg Bohmke**

Stafford County Supervisor  
Falmouth District  
P.O. Box 339  
Stafford, VA 22555

### **Monica Gary**

Chairman  
Stafford County Supervisor  
Aquia District  
P.O. Box 339  
Stafford, VA 22555

### **Jannan W. Holmes**

Vice Chairman  
Fredericksburg City Council, At-Large  
715 Princess Anne Street  
Room 208  
Fredericksburg, VA 22401

### **Will B. Mackintosh**

Fredericksburg City Council, At-Large  
715 Princess Anne Street  
Room 208  
Fredericksburg, VA 22401

### **F. Craig Meadows**

Interim Stafford County Administrator  
P.O. Box 339  
Stafford, VA 22555

### **Consultant**

TRC Companies  
Ernie Hoch  
1030 Wilmer Ave, Suite 100  
Richmond, VA 23227

### **R-Board Attorney**

William H. Hefty, Esq.  
Brendan Hefty, Esq.  
Hefty Wiley & Gore, P.C.  
100 West Franklin Street, Suite 300  
Richmond, Virginia 23220

## VIRGINIA ENVIRONMENTAL EXCELLENCE PROGRAM

The Rappahannock Regional Solid Waste Management Board (R-Board) has earned its Exemplary Environmental Enterprise (E3) recertification in the Virginia Environmental Excellence Program (VEEP) for the Regional Landfill. The Virginia Department of Environmental Quality (VA DEQ) administers the E3 certification and only certifies facilities that have a good compliance history, a fully implemented environmental management system, and a pollution prevention program in place with demonstrated performance. The Regional Landfill has been certified in environmental excellence since 2004.

The R-Board is committed to continuous improvement of the Regional Landfill. It requires annual and monthly safety training for employees and encourages employees to seek additional training to ensure safety and environmental responsibility. The R-Board is dedicated to environmental excellence and extending the landfill's life through recycling opportunities for residents.



## OPERATIONAL OVERVIEW

### New Equipment

FY24 authorized the buying of a new D6 dozer.

### Cell F-3 Operations

Cell F-3 continued to fill without any issues.



### Cell G1/G3 Construction

Final permits for Cell G1/G3 were received on May 2, 2024. Sargent installed silt fencing, cleared trees, and began excavation.



## REGULATORY OVERVIEW

The R-Board maintains several permits under various local, state, and federal regulatory agencies. This list of permits includes the Solid Waste Permit (SWP - VADEQ), which authorizes construction, operation, and modification of solid waste disposal facilities; Title V & NSR Air permits (40946 – VADEQ/EPA), landfill gas and air emissions; Virginia Pollutant Discharge Elimination System (VPDES:051413 - VADEQ), stormwater maintenance, monitoring and discharges; Virginia Pollution Abatement (VPA:00066 - VADEQ), composting operations; Significant Industrial User (SIU: STFRD006 – Stafford County Utilities Department), wastewater monitoring and discharges; Virginia Water Protection (VWP: WP4-23-2648 – VADEQ), stormwater-related to new cell construction; Corps of Engineers (COE: NAO-2019-00105) & State Program General Permit (22-SPGP-RCIR); new cell construction; Grading Permit (GR243006530 – Stafford County Environmental Department), erosion sediment control for new cell construction.

## EMPLOYEE ACHIEVEMENTS AND ACCOLADES

The R-Board continues to encourage and support employees as they pursue certifications and continuing education to enhance their skills and knowledge. The following are the courses and training that staff have participated in: 2024 Unauthorized Waste Training (Cornerstone)

- Mental Health First Aid Training (Certifications received)
- Virginia Department of Transportation Flagger Certification
- SWANA Health and Safety Seminar
- 31<sup>st</sup> Annual Landfill Seminar
- First Aid/CPR/AED Training

The R-Board appreciates and recognizes the following employees for significant milestones of their years of service with the R-Board and Stafford County:

- Donald Skinner – 26 years
- Francesca Johnson – 3 years
- Tyler Schmidt – 3 years
- Timothy Pickett – 3 years
- Joyce Brent - 3 years
- Mary Ann Coulombe - 5 years
- Daniel McCary – 5 years
- Jerry Bass – 5 years
- Bill Froelich – 5 years

The R-Board recognizes and welcomes the following employees hired in FY2024:

- Walter Sanderson
- Corey King
- John Eckman
- Charles Brown
- Cedar Ek

## OPERATIONAL AND FINANCIAL PERFORMANCE

### RESIDENTIAL USER FEE

The R-Board is supported by user fees and does not receive tax funding. Residential user fees are used to assist with costs of managing residential use areas. The R-Board manages two such facilities, Eskimo Hill Road, and Belman Road drop-off sites. Residential user fee options are as follows:

- One-time pass \$5
- Coupon book \$40 (10 passes that never expire)
- Annual pass \$120 (passes are effective from January 1<sup>st</sup> to December 31<sup>st</sup>)
- Oversize residential loads
  - 8' trailer or less \$5 or covered by annual pass
  - Trailers greater than 8' up to 14' \$10
  - Trailers greater than 14' or cargo vehicles \$20

Overall residential user fee revenue increased from FY23 \$ \$791,885 to FY24 \$806,000.

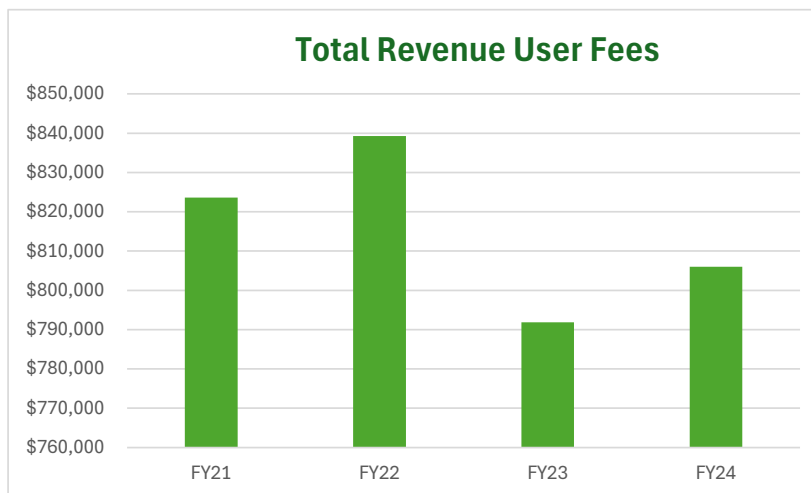
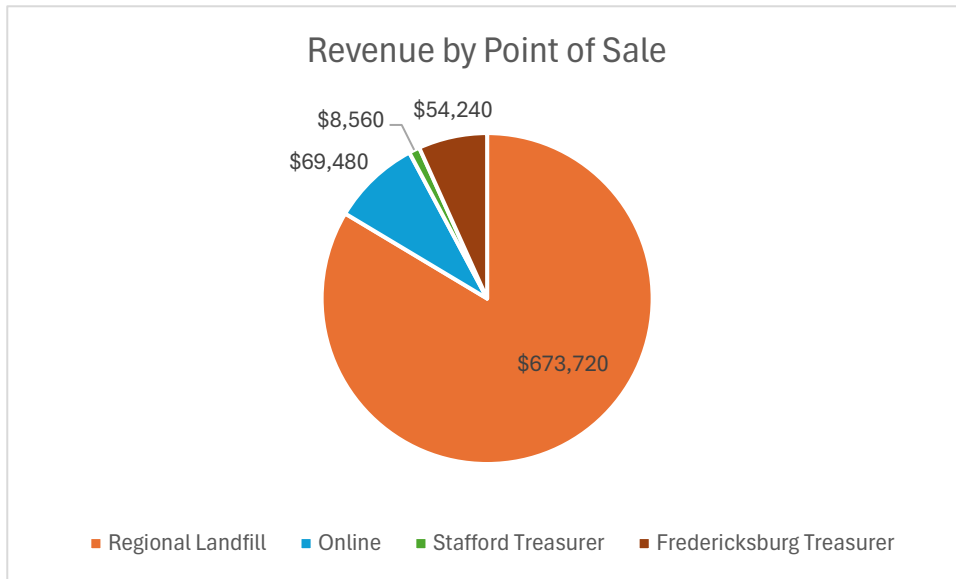


Figure I Residential User Fees

Annual passes or coupon books are available for purchase at the Regional Landfill, Stafford Treasurer, City of Fredericksburg Treasurer, and Online. The following chart shows the revenue by point of sale.

The landfill residential drop-off site Regional Landfill carries 83% of all sales.



**Figure 2 Revenue by Point of Sale**

Pay-per-visit is the most common transaction as depicted below. However, annual passes generate the most revenue.

Type	Transactions	Revenue
Pay-Per-Visit	40,546	\$ 202,730
8 t 14 ft load	3,973	\$ 39,730
14ft plus	280	\$ 5,600
Oversized Load	3,491	\$ 69,820
Coupon Books	4,679	\$ 187,160
Annual Pass	2,508	\$ 300,960
Total	55,477	\$ 806,000

**Table I User Fee Transactions & Revenue**

## FINANCIAL SUMMARY (UNAUDITED)

<b>Financial Summary (Unaudited)</b>	
	<b>Revenue</b>
Rental Cell Tower Sites Milestone	\$32,624.68
Recycling Revenue	\$115,054.46
Commercial	\$9,712,100.66
Municipal-Stafford	\$39,999.96
Municipal-Fredericksburg	\$260,128.70
Sludge/Dirt/Debris Stafford	\$359,740.30
Residential User Fees	\$785,600.00
Sale of LF Gas	\$5,557.60
Sludge Disposal Fred	\$134,876.83
Miscellaneous	\$5,784.44
<b>Totals</b>	<b>\$11,451,467.63</b>

**Table 2 Financial Summary (Unaudited)**



## END YEAR WEIGHT AND MATERIAL SUMMARY

CATEGORY	FY2023 Y-T-D <u>Weight</u>	FY2024 Y-T-D <u>Weight</u>	Difference <u>%</u>
<b>Billable</b>			
MSW	136,445	146,688	8%
Debris Waste	91,178	97,218	7%
Dirt	2,455	5,818	137%
Sludge (city)	4,646	4,818	4%
Sludge (county)	11,559	13,145	14%
Yard waste	1,453	1,947	34%
<b>BILLABLE TONNAGE</b>	<b>247,736</b>	<b>269,634</b>	<b>9%</b>
<b>Non-Billable</b>			
Litter/Cleanups	99	240	144%
<b>Recycling</b>	<b>5,918</b>	<b>8,415</b>	<b>42%</b>
<b>TOTAL TONNAGE</b>	<b>253,752</b>	<b>278,290</b>	<b>10%</b>

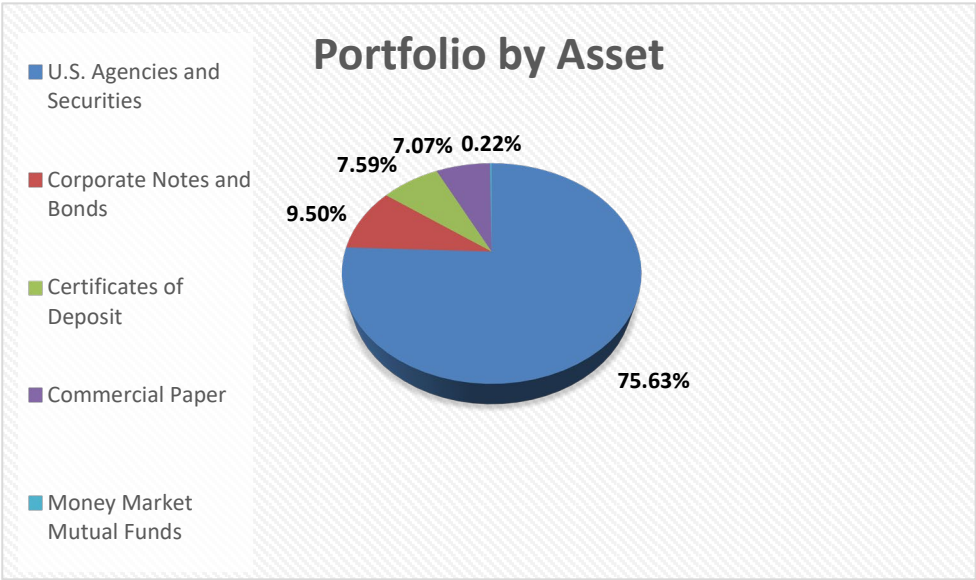
Table 3 End Year Weight and Material Analysis

## PORTFOLIO COMPOSITION

### Portfolio Composition

Security Type		% of Portfolio
U.S. Agencies and Securities	\$ 7,281,047	75.63%
Corporate Notes and Bonds	\$ 914,232	9.50%
Certificates of Deposit	\$ 730,322	7.59%
Commercial Paper	\$ 680,148	7.07%
Money Market Mutual Funds	\$ 20,991	0.22%
<b>Total</b>	<b>\$ 9,626,740</b>	<b>100.00%</b>

Table 4 Portfolio Composition



**Figure 3 Portfolio by Asset**

## RECYCLING AND DIVERSION

The following locations accept residential recyclables:

### **City of Fredericksburg**

Belman Road Recycling Center

*1200 Belman Road*

Hugh Mercer Elementary School

*2100 Cowan Boulevard*

Lafayette Upper Elementary School

*3 Learning Lane*

### **Stafford County**

Regional Landfill

*489 Eskimo Hill Road*

Rowser Building

*1739 Patriot Highway*

Gayle Middle School

*100 Panther Drive*



**Regional Landfill Residential Side**



**Unmanned Mobile Drop-off Site**

A primary goal of the R-Board is to divert materials from landfills most efficiently. Recyclable materials are received from the mobile and residential drop-off sites, as well as the City of Fredericksburg's Public Works curbside collections. Recycling for residents is free, and the City of Fredericksburg pays \$50 per ton.

- Single Stream Recyclables include:
  - Cardboard
  - Newsprint
  - Mixed paper
  - Steel and aluminum cans
  - Plastic #1 and #2 bottles, tubs, jugs, and jars

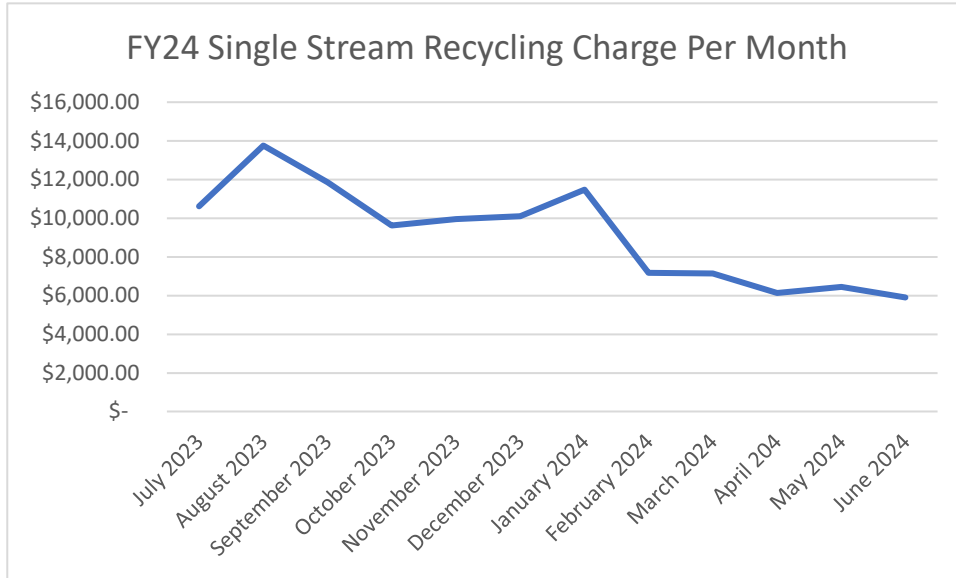
The R-Board also recycles the following materials:

- Rechargeable batteries
- Automotive and equipment batteries
- Bicycles (Regional Landfill only)
- Motor oil (limit 5 gallons per resident per day)
- Transmission fluid (limit 5 gallons per resident per day)
- Antifreeze (limit 5 gallons per resident per day)
- Fluorescent light bulbs (Regional Landfill only, no bulbs longer than 4')
- Cooking oil
- Appliances
- Scrap metal
- Small engines (lawnmowers, weed whackers, etc.)
- Electronic waste (No TVs or CRT monitors)
- Plastic bags
- Clothing and shoes

*\*\*\* Yard Waste is mulched however the high cost to operate this program requires residents to pay user fees.*

The R-Board started a bicycle restoration program in fiscal year 2024. This initiative allows Fredericksburg and Stafford County residents to impact their community positively. Stafford Community Crossing Church restores bicycles and distributes them to Micah Ministries and the Department of Social Services.

The total cost of single-stream recycling for FY24 was \$110,294.56.



**Figure 4 Single Stream Recycling Charge Per Month**

## RECYCLING AUDIT

The Commonwealth of Virginia mandates that localities must prove a 25% recycling rate. The R-Board conducts a voluntary recycling audit of commercial entities within its jurisdiction. The voluntary reporting of this recycling activity source is essential to meeting the state percentage requirements. For the calendar year 2023, a 32.6% recycling rate was submitted to the Department of Environmental Quality. At the time of this report, the State has not formally approved the report's submission.

## HOUSEHOLD HAZARDOUS WASTE COLLECTION

The Household Hazardous Waste Collection was held on September 30, 2023. Over 700 vehicles from the City of Fredericksburg and Stafford County attended. R-Board and MXI Environmental Services staff did an outstanding job keeping the traffic moving to ensure residents did not experience long wait times. The R-Board received great feedback from residents about how smoothly the event went.

Due to its costs, Household Hazardous Waste Collection is conducted once a year. The 2023 event cost the R-Board \$45,429, excluding the expenses for R-Board staff who assist with the event.

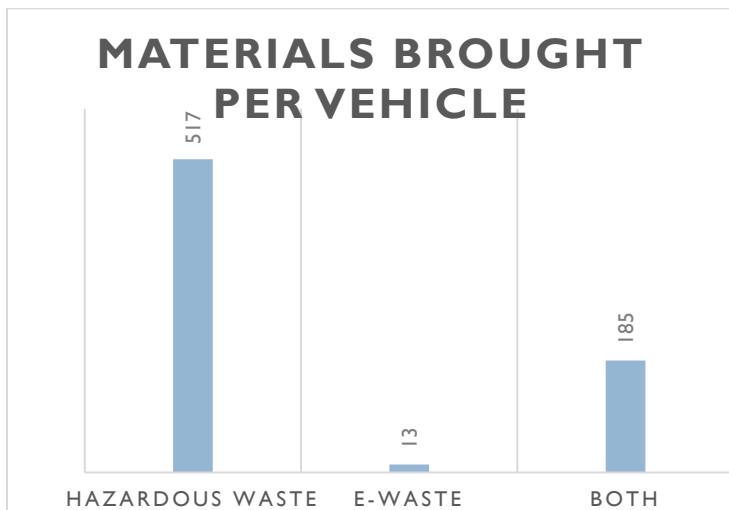


Figure 5 Materials Brought Per Vehicle

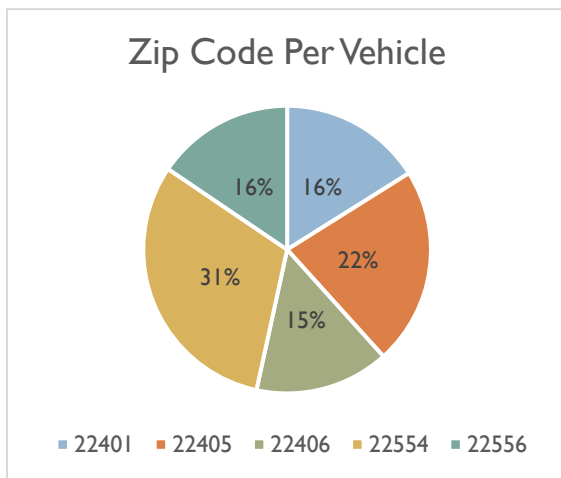


Figure 6 Zip Code Per Vehicle



## ELECTRONIC WASTE COLLECTION

The Aquia Harbour Lions Club took over the electronics recycling program in May 2023. The total electronics recycling for FY24 is 119,462 pounds of E-waste. The Rappahannock Regional Solid Waste Management Board (R-Board) / Aquia Harbour Host Lions Club Electronics Recycling Program was selected to be recognized as a silver medal winner for the 2024 Governor's Environmental Excellence Awards.



## LITTER CONTROL

### GOALS

- Coordinate efforts from available resources: R-Board litter crew, probation workers, volunteers, and partnerships
- Focus roadside litter pickup efforts on high-traffic areas in the City of Fredericksburg and Stafford County
- Reduce illegal dumping through litter crew enforcement
- Provide timely responses to citizen calls on areas of concern

### PROGRAMS

- Rappahannock Regional Jail (RRJ) Inmate Roadside Litter
- Rappahannock Regional Jail (AAP) Adult Probationer Program
- Rappahannock Area Office on Youth (OOY)
- Community Cleanups
- Volunteer Cleanups
- Social Media & Website Messaging

R-Board staff monitors roadways for the City of Fredericksburg and Stafford County and collects litter by using the R-Board litter crew, probation workers, and the Rappahannock Regional Jail. In FY2024 529,109 pounds of litter were removed from our communities.

#### **Rappahannock Regional Jail as well as Local Courts:**

Total # of Probationers Assigned: 111

Total # of Probationers Hours Completed: 3,612.50

#### **Drug Court**

Total # of Probationers Assigned: 30

Total # of Probationers Hours Completed: 845.50

#### **Total Probation Work Completed**

Total # of Probationers Assigned – 141

Total # of Probationers Hours Completed – 4,458

Estimated # of Road Miles Cleaned – 395.50

Note: Numbers are lower due to more probation workers working with other organizations. Most facilities are now open and working at full capacity.

## COMMUNITY OUTREACH AND EDUCATION

### Goals

- Provide recycling and litter prevention education in the City of Fredericksburg and Stafford County
- Provide Backyard Composting classes to the City of Fredericksburg and Stafford County
- Participate in special events to promote recycling and litter prevention in the City of Fredericksburg and Stafford County
- 

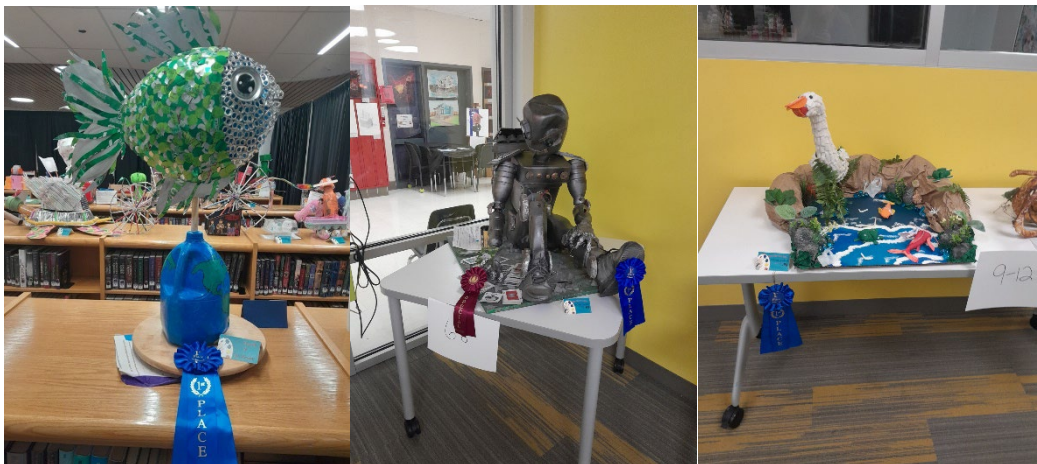
### Programs

- Recycling and Litter Prevention tabling
- Recycling and Litter Prevention education for the community
- Environmental Education Trailer
- Social Media & Website Messaging

More than 17,000 people were reached through group presentations, workshops, and tabling events that provided education on topics such as recycling, litter prevention, and composting.

Over 10,500 K-12 youth were educated on recycling and litter prevention. Below are some outreach activities completed last year:

- The R-Board and Stafford County Schools hosted a “Get Rid of Litter” 3-Dimensional Recycled Art Contest on March 24<sup>th</sup> and 25<sup>th</sup>, with 144 entries from 14 schools. The event was attended by over 4,000 residents.



- The R-Board attended the Fredericksburg Rappahannock Earth Day on April 20, 2024. The R-Board brought the environmental education trailer, which provided environmental education and community outreach to over 4,000 residents.

- The R-Board attended the Stafford County Earth Day 2024 event on Monday, April 22, 2024. The R-Board brought the recycling education trailer and provided a recycling relay game at the booth. This event allowed the R-Board to provide recycling education and community outreach to over 2,400 residents
- The R-Board displayed the environmental education trailer to several area schools in the City of Fredericksburg and County of Stafford.
- The R-Board participated in Stafford County's Dare Day on May 23, 2024, at Pratt Park. Over 2,400 students were in attendance and invited to explore the environmental education trailer. Students were also provided with a backpack which included a recycling education workbook, bookmark, glow-in-the-dark frisbee, and a pencil made from repurposed blue jeans.
- The R-Board partnered with The Fredericksburg Clean and Green Commission to launch a paper recycling program at Hugh Mercer Elementary School. During the 2-week program, the students collected 1,929.31 lbs. of paper. Students of the classes that recycled the most paper received a certificate and a pizza party.



## SUMMARY

The R-Board provides solid waste management services for residents and businesses in the City of Fredericksburg and Stafford County. It meets and exceeds landfill operating standards. In FY24, the R-Board earned its Exemplary Environmental Enterprise (E3) recertification from the Virginia Environmental Excellence Program (VEEP) for the Regional Landfill.

Community outreach and education are important to the R-Board. During FY24, over 17,000 people, including over 10,500 K-12 students, were educated on recycling, litter prevention, and composting.

Litter control is a vital function of the R-Board. Roadways in the City of Fredericksburg and Stafford County are monitored and litter is removed with the help of the R-Board litter crew, probation workers, and inmates from the Rappahannock Regional Jail. In FY2024, 529,109 pounds of litter were removed from over 300 miles of roadways.

Recycling and promoting waste reduction are key goals for the R-Board, as these efforts help extend the landfill's capacity. In FY24, the R-Board launched a bicycle restoration program that allowed the City of Fredericksburg and Stafford County residents to positively impact their community. Additionally, the R-Board's Electronics Recycling Program, in partnership with the Aquia Harbour Host Lions Club, was recognized as a silver medal winner for the 2024 Governor's Environmental Excellence Awards.

The R-Board looks forward to what FY25 will bring!





## Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

**To:** R-Board Members  
**From:** Phil Hathcock, Regional Landfill Director  
**Date:** December 4, 2024  
**RE:** Financial Report

### Financial Status- July through October, FY 2025

R-Board finances are in good standing through October as outlined below:

- FY2025 revenue through October reflects a total of \$3,860,597, which is 38% of \$9,935,000 in budgeted revenue for FY2025, not including cash transfers for cell development. At the end of the reporting period, the R-Board held \$18,558,318 in cash and short-term investments.

Revenue FY2025							
560-0000		FY2025 Adopted Budget	Actual Year to Date	July	August	September	October
315-01-02	Interest on Investments / Alliegance Cap	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
315-02-35	Rental Cell Tower Sites	\$ 15,000.00	\$ 15,335.74	\$ 4,537.14	\$ 4,359.28	\$ 3,219.66	\$ 3,219.66
316-25-01	Recycling Revenue	\$ 110,000.00	\$ 47,045.34	\$ 17,903.46	\$ 1,722.89	\$ 26,145.90	\$ 1,273.09
316-25-02	Commercial	\$ 8,100,000.00	\$ 3,328,122.61	\$ 856,989.74	\$ 827,126.60	\$ 759,669.79	\$ 884,336.48
316-25-03	Municipal-Stafford	\$ 60,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
316-25-04	Municipal-Fredericksburg	\$ 270,000.00	\$ 83,988.16	\$ 17,262.37	\$ 23,604.15	\$ 19,167.73	\$ 23,953.91
316-25-05	Sludge/Dirt/Debris Stafford	\$ 340,000.00	\$ 102,807.67	\$ 28,182.62	\$ 24,684.46	\$ 24,193.62	\$ 25,746.97
316-25-06	Residential	\$ 800,000.00	\$ 180,880.00	\$ 48,570.00	\$ 46,115.00	\$ 41,685.00	\$ 44,510.00
Cash Report	Online Sales		\$ 6,720.00	\$ 2,160.00	\$ 1,360.00	\$ 1,200.00	\$ 2,000.00
Cash Report	Stafford Treasurer		\$ 520.00	\$ 80.00	\$ 240.00	\$ 120.00	\$ 80.00
Cash Report	Fredericksburg Treasurer		\$ 6,040.00	\$ 1,200.00	\$ 1,840.00	\$ 1,280.00	\$ 1,720.00
316-25-10	Sale of LF Gas	\$ 40,000.00	\$ 6,254.95	\$ 6,254.95	\$ -	\$ -	\$ -
316-26-05	Sludge Disposal Fred	\$ 120,000.00	\$ 40,864.32	\$ 10,358.32	\$ 11,646.04	\$ 9,658.04	\$ 9,201.92
318-99-01	Miscellaneous	\$ 5,000.00	\$ 351.89	\$ 351.89	\$ -	\$ -	\$ -
324-04-07	Litter Control	\$ 65,000.00	\$ 21,666.68	\$ 5,416.67	\$ 5,416.67	\$ 5,416.67	\$ 5,416.67
341-06-00	Prior Year Fund Balance	\$ 2,793,523.00	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Totals</b>	<b>\$ 12,728,523.00</b>	<b>\$ 3,860,597.36</b>	<b>\$ 1,004,267.16</b>	<b>\$ 953,115.09</b>	<b>\$ 896,756.41</b>	<b>\$ 1,006,458.70</b>



## **Rappahannock Regional Solid Waste Management Board**

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- FY2025 expenses through October reflect \$6,059,100 expended (34%) of an approved adjusted budget of \$17,734,460. These expenditures include cell construction and engineering as the majority of the project expenses have been incurred in FY2025.



**FY2025 R-Board Expenses**

		<b>FY2025 Budget</b>	<b>FY2025 Adj/Budget</b>	<b>Actual Spent to Date</b>	<b>Remaining Balance</b>	<b>% spent</b>	<b>YTD Actual July</b>	<b>YTD Actual Aug</b>	<b>YTD Actual Sept</b>	<b>YTD Actual Oct</b>	<b>Total Actuals</b>
10-01	Salaries-Regular	2,309,973.00	2,309,973.00	<b>705,928</b>	<b>1,604,045</b>	30.6%	127,577	163,255	245,719	169,378	705,928
10-02	Salaries-Overtime	157,500.00	157,500.00	<b>43,779</b>	<b>113,721</b>	27.8%	11,184	5,496	12,543	14,556	43,779
10-03	Salaries-Part Time	149,641.00	149,641.00	<b>36,954</b>	<b>112,687</b>	24.7%	7,108	9,091	11,565	9,190	36,954
21-01	Social Security/Medicare	188,644.00	188,644.00	<b>58,434</b>	<b>130,210</b>	31.0%	10,765	13,257	20,049	14,363	58,434
22-10	VRS	303,069.00	303,069.00	<b>107,493</b>	<b>195,576</b>	35.5%	24,243	23,792	35,370	24,088	107,493
22-11	ICMA Hybrid Employer	13,206.00	13,206.00	<b>9,321</b>	<b>3,885</b>	70.6%	2,100	2,071	3,078	2,072	9,321
23-01	Anthem	375,125.00	375,125.00	<b>146,740</b>	<b>228,385</b>	39.1%	35,720	31,946	46,734	32,340	146,740
23-03	Opt-Out	15,750.00	15,750.00	<b>2,550</b>	<b>13,200</b>	16.2%	600	600	900	450	2,550
24-01	Life Insurance	27,000.00	27,000.00	<b>9,417</b>	<b>17,583</b>	34.9%	2,124	2,084	3,099	2,110	9,417
25-01	Unemployment	10,500.00	10,500.00	<b>0</b>	<b>10,500</b>	0.0%	0	0	0	0	0
25-21	Hybrid Disability Progrm	7,545.00	7,545.00	<b>2,732</b>	<b>4,813</b>	36.2%	613	613	892	614	2,732
27-20	Workers Compensation	85,000.00	85,000.00	<b>19,031</b>	<b>65,969</b>	22.4%	3,508	4,333	6,547	4,643	19,031
28-05	Chg Post-Retirement Benefit	136,500.00	136,500.00	<b>0</b>	<b>136,500</b>	0.0%			0	0	0
28-09	License/Certifications	12,000.00	12,000.00	<b>1,803</b>	<b>10,197</b>	15.0%		740	0	1,063	1,063
28-20	Education/Tuition Assist	1,500.00	1,500.00	<b>0</b>	<b>1,500</b>	0.0%			0	0	0
30-15	Fees for Services	25,000.00	25,000.00	<b>120</b>	<b>24,880</b>	0.5%			120	0	120
31-08	Physical Exams	500.00	500.00	<b>131</b>	<b>369</b>	26.2%			131	0	131
31-20	Audit Fee's	14,000.00	16,000.00	<b>0</b>	<b>16,000</b>	0.0%				0	0
31-30	Management Services	180,000.00	265,336.00	<b>26,119</b>	<b>239,217</b>	9.8%	308		3,585	22,226	26,119
31-44	Environmental Monito	270,000.00	322,742.00	<b>75,167</b>	<b>247,575</b>	23.3%	11,356	7,053	29,694	27,064	77,666
31-50	Legal Services	27,300.00	27,300.00	<b>4,550</b>	<b>22,750</b>	16.7%	2,275		2,275	0	2,275
31-52	Filing Fees	45,000.00	47,500.00	<b>47,276</b>	<b>224</b>	99.5%		7,730	39,546	0	47,276
31-54	Permits & Inspeicions	200.00	200.00	<b>0</b>	<b>200</b>	0.0%			0	0	0
31-63	Cleaning Services	5,000.00	5,719.00	<b>1,322</b>	<b>4,397</b>	23.1%		433	455	434	1,322
31-64	Single Stream Process	130,000.00	171,008.00	<b>20,498</b>	<b>150,510</b>	12.0%	6,760		5,987	7,751	20,498
31-67	Househld Hazardous Wst	80,000.00	77,500.00	<b>1,390</b>	<b>76,110</b>	1.8%	230	200	960	0	48,386
31-68	Tire Disposal	25,000.00	25,000.00	<b>0</b>	<b>25,000</b>	0.0%			0	0	0
33-09	Facilities-Buildings	10,000.00	10,000.00	<b>0</b>	<b>10,000</b>	0.0%			0	0	0
33-10	Repairs & Maintenance	611,000.00	776,158.00	<b>87,899</b>	<b>688,259</b>	11.3%		20,374	12,588	54,937	87,899
33-20	Contracts	50,000.00	60,472.00	<b>13,223</b>	<b>47,249</b>	21.9%	2,566	3,799	2,495	4,363	13,223
34-05	Transportation	2,000.00	2,000.00	<b>177</b>	<b>1,823</b>	8.9%			157	20	177
35-01	Printing & Binding	6,000.00	6,000.00	<b>1,558</b>	<b>4,442</b>	26.0%	452		466	640	1,558
36-11	Public Notification	500.00	500.00	<b>25</b>	<b>475</b>	5.0%			25	0	25
39-10	Litter Control	68,000.00	68,000.00	<b>10,606</b>	<b>57,394</b>	15.6%	-190		5,867	4,929	10,606
40-07	Admin Charge-Fiscl Agnt	469,826.00	469,826.00	<b>117,456</b>	<b>352,370</b>	25.0%	117,456		0	0	117,456

		FY2025 Budget	FY2025 Adj/Budget	Actual Spent to Date	Remaining Balance	% spent	YTD Actual July	YTD Actual Aug	YTD Actual Sept	YTD Actual Oct	Total Actuals
51-10	Electrical	30,000.00	31,810.00	<b>10,388</b>	<b>21,422</b>	32.7%	2,899	2,392	2,314	2,783	10,388
51-30	Water & Sewer	28,000.00	28,000.00	<b>3,365</b>	<b>24,635</b>	12.0%	1,143		1,104	1,118	3,392
52-10	Postage	2,000.00	2,000.00	<b>212</b>	<b>1,788</b>	10.6%	46	6	0	160	212
52-30	Phone	14,000.00	14,055.00	<b>3,733</b>	<b>10,322</b>	26.6%	952	934	924	923	3,733
52-31	Mobile Phones	15,000.00	15,000.00	<b>2,841</b>	<b>12,159</b>	18.9%	1,819		1,022	0	3,981
52-38	VOIP Eqp Billing	5,500.00	5,500.00	<b>29</b>	<b>5,471</b>	0.5%	9			20	29
53-04	Property	45,000.00	45,000.00	<b>1,743</b>	<b>43,257</b>	3.9%	1,743		0	0	1,743
53-05	Motor Vehicle	27,500.00	27,500.00	<b>19,954</b>	<b>7,546</b>	72.6%	19,954		0	0	19,954
53-20	Insurance	16,842.00	16,842.00	<b>0</b>	<b>16,842</b>	0.0%			0	0	0
54-10	Equipment	200,000.00	208,385.00	<b>6,520</b>	<b>201,865</b>	3.1%		5,314	447	759	6,520
54-20	Building or Office	5,000.00	5,000.00	<b>115</b>	<b>4,885</b>	2.3%	115		0	0	115
55-10	Mileage/Parking/Tolls	1,200.00	1,200.00	<b>0</b>	<b>1,200</b>	0.0%			0	0	0
55-40	Seminars & Conferences	5,000.00	5,000.00	<b>0</b>	<b>5,000</b>	0.0%			0	0	0
55-41	Meeting Expenses	2,000.00	2,000.00	<b>0</b>	<b>2,000</b>	0.0%			0	0	110
58-01	Dues & Membership	1,500.00	1,500.00	<b>885</b>	<b>615</b>	59.0%	305		580	0	885
60-01	Office	8,500.00	8,500.00	<b>1,549</b>	<b>6,951</b>	18.2%	749		553	247	1,549
60-02	Food & water	2,000.00	2,000.00	<b>2,293</b>	<b>-293</b>	114.6%	248	660	848	537	2,293
60-03	Agricultural-Lawn Care	145,000.00	183,203.00	<b>12,535</b>	<b>170,668</b>	6.8%			1,755	10,780	12,535
60-05	Custodial-Janitorial	12,000.00	12,000.00	<b>152</b>	<b>11,848</b>	1.3%	66		22	64	152
60-07	Repairs & Maintenance	720,000.00	840,148.00	<b>135,436</b>	<b>704,712</b>	16.1%	5,574	43,004	35,396	51,462	135,436
60-08	Vehicle Fuels	605,000.00	876,395.00	<b>129,978</b>	<b>746,417</b>	14.8%	29,936	30,197	31,555	38,290	129,978
60-11	Uniform & Wea Apparel	36,000.00	43,685.00	<b>5,287</b>	<b>38,398</b>	12.1%	1,056	1,190	1,576	1,465	5,287
60-12	Books/Subscrptns/Sf Media	2,000.00	2,000.00	<b>737</b>	<b>1,263</b>	36.9%	488	249	0	0	737
60-14	Operating	6,000.00	6,000.00	<b>0</b>	<b>6,000</b>	0.0%			0	0	0
60-17	Computer-Software	7,000.00	7,000.00	<b>1,260</b>	<b>5,740</b>	18.0%			249	1,011	1,260
60-19	Personnel Safety Equip	20,000.00	20,000.00	<b>909</b>	<b>19,091</b>	4.5%	408	214	287	0	909
60-20	Vehicle Parts & Tires	55,250.00	55,250.00	<b>21,274</b>	<b>33,976</b>	38.5%	10,008	3,382	5,296	2,588	21,274
60-21	Tool under \$500.00	3,000.00	3,000.00	<b>2,052</b>	<b>948</b>	68.4%		1,393	0	659	2,052
60-31	Machinery & Equipment	31,000.00	31,000.00	<b>9,288</b>	<b>21,712</b>	30.0%	7,963	538	787	0	9,288
60-32	Furniture & Fixtures	2,000.00	2,000.00	<b>0</b>	<b>2,000</b>	0.0%			0	0	0
60-33	Communications Equip	500.00	500.00	<b>189</b>	<b>311</b>	37.8%	189		0	0	189
60-34	Computer Equipment	5,500.00	5,500.00	<b>0</b>	<b>5,500</b>	0.0%			0	0	0
60-47	Site Improvements	65,000.00	78,176.00	<b>24,407</b>	<b>53,769</b>	31.2%	4,285	5,856	8,428	5,838	24,408
81-01	Machinery & Equipment	600,000.00	600,000.00	<b>169,586</b>	<b>430,414</b>	28.3%			169,586	0	169,586
82-01	Machinery & Equipment	50,000.00	50,000.00	<b>0</b>	<b>50,000</b>	0.0%			0	0	0
82-11	Improvements to Site	690,000.00	7,653,079.00	<b>3,966,339</b>	<b>3,686,740</b>	51.8%		1,946,590	1,093,658	926,091	3,966,339
82-12	Improvements to Bldg	2,850,000.00	74,566.00	<b>0</b>	<b>74,566</b>	0.0%			0	0	0





## Rappahannock Regional Solid Waste Management Board

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489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

### BRIEFING SHEET

**Date of Agenda Item:** 12/4/2024

**Issue:** Landfill Solar Project RFP Update

**Discussion:** On May 29, 2024 Stafford County, Virginia and the City of Fredericksburg, Virginia released a RFP to seek proposals from solar energy developers to lease land owned singly or jointly by County and City at various sites on the Rappahannock Regional Landfill, to install, own, operate, and maintain a solar photovoltaic energy system pursuant to lease agreements. The RFP closed on June 28, 2024; four proposals were received from qualified offerors.

A selection committee was formed with members from the City of Fredericksburg, Stafford County, and R-Board staff to review the received proposals. The selection committee met to rank the proposals based on submitted information and qualifications, after which the top two ranked offerors presented in person. The oral presentations were ranked based on standardized questions.

**Budget Impact:** Positive revenue source

**Staff Recommendations:** Approve Resolution RB24-12 to support award of Stafford County RFP# 24092 Solar Energy Farm Lease Opportunities

RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At a regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 4th day of December, 2024:

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MEMBERS:

Timothy J. Baroody  
Meg Boehmke  
Monica Gary  
Jannan W. Holmes  
Will B. Mackintosh  
William Ashton

VOTE:

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried by a vote of \_\_\_\_\_ to \_\_\_\_\_, the following was adopted:

A RESOLUTION TO SUPPORT AWARD OF STAFFORD COUNTY RFP# 24092 SOLAR ENERGY FARM LEASE OPPORTUNITIES

WHEREAS, the City of Fredericksburg (City) and the County of Stafford (County) jointly released a Request for Proposals (RFP) for Solar Farm Lease Opportunities for the City of Fredericksburg owned and maintained closed landfill on Cool Springs Road and R-Board operated landfill property Eskimo Hill Road owned jointly by the City and County; and

WHEREAS, the R-Board recognizes and desires to utilize brownfield landfill sites and other areas to create clean, affordable, and renewal energy at the City of Fredericksburg owned and maintained closed landfill on Cool Springs Road and R-Board operated landfill property Eskimo Hill Road owned jointly by the City and County; and

WHEREAS, RFP #24092 will allow for the opportunity to own, operate and maintain a solar photovoltaic energy system pursuant to a lease agreement in an effort to produce green energy and community solar power; and

WHEREAS, This RFP issued jointly by the City and the County to allow the localities to evaluate options and determine the project and financial arrangements that best meet the R-Board, the City of Fredericksburg, and Stafford County's interest and best use of the properties; and

WHEREAS, staff from City of Fredericksburg (City) and the County of Stafford (County) formed a selection committee that has reviewed and heard presentations from offerors that responded to the Request for Proposals (RFP) for Solar Farm Lease Opportunities; and

WHEREAS, the selection committee recommends award of RFP #24092 to the best qualified offeror as determined by the selection committee to own, operate and maintain a solar photovoltaic energy system pursuant to a lease agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Regional Solid Waste Management Board on this the 4th day of December, 2024, that the R-Board be and it hereby desires to support the award of RFP # 24092, the best qualified offeror as determined by the selection committee pursuant to a lease for the installation, ownership, operation, and maintenance on a solar photovoltaic energy system. FURTHERMORE, the R-Board conveys gratitude to the Fredericksburg City Council and the Stafford Board of Supervisors for consideration of this project and recommends approval of lease opportunities for the solar photovoltaic energy system and clean energy use of the landfill sites.

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

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Phillip Hathcock, Director





## Rappahannock Regional Solid Waste Management Board

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### BRIEFING SHEET

**Date of Agenda Item:** 12/4/2024

**Item:** Virginia Department of Environmental Quality Grant Acceptance

**Discussion:** The Virginia Department of Environmental Quality provides grant funding to the R-Board for litter prevention, litter clean up activities, waste reduction, and recycling efforts annually. Comprised of two separate grants, one noncompetitive for litter prevention and recycling efforts, and one competitive for the R-Board composting program. The two Resolutions before the R-Board today accept the grant funding from the Virginia Department of Environmental Quality and appropriate the funds.

**Budget Impact (revenue):** 560-5501-504.39-10 \$66,627.50

**Staff Recommendations:** Approve Resolutions RB24-10 and RB24-11 to accept the grant funding from the Virginia Department of Environmental Quality and appropriate the funds for fiscal year 2025.



PROPOSED

RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At a regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 4<sup>th</sup> day of December, 2024.

---

MEMBERS:

Monica L. Gary, Chairman  
Jannan Holmes, Vice Chairman  
Timothy J. Baroody  
Meg Bohmke  
Will Mackintosh  
William Ashton

VOTE:

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On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO AUTHORIZE AND ACCEPT GRANT FUNDING REGARDING THE  
VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY FY2024 COMPETITIVE  
LITTER PREVENTION AND RECYCLING GRANT

WHEREAS, according to the EPA, approximately 40% of residential waste is food waste;  
and

WHEREAS, the R-Board encourages backyard composting by providing educational  
classes and composting supplies to reduce food waste in the landfill; and

WHEREAS, the R-Board has been approved for the Virginia Department of Environmental  
Quality's competitive grant of \$15,000 for litter prevention and recycling program activities to  
support composting education and supplies for the period of July 1, 2024, to June 30, 2025; and

WHEREAS, the the R-Board was awarded \$15,000 for the competitive grant; and

WHEREAS, these funds will enable the continuation of the backyard composting  
education program; and

WHEREAS, staff recommends the acceptance and approval of these funds;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this 4<sup>th</sup> day of December, 2024, that the R-Board be and it hereby does authorize the acceptance of the Virginia Department of Environmental Quality's FY2025 Competitive Litter Prevention and Recycling Grant, in the total amount of Fifteen Thousand Dollars (\$15,000).

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

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Phillip Hathcock, Director

PROPOSED

RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At a regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, George L. Gordon, Jr., Administration Center, Stafford, Virginia, on the 4<sup>th</sup> day of December, 2024.

---

MEMBERS:

Monica L. Gary, Chairman  
Jannan Holmes, Vice Chairman  
Timothy J. Baroody  
Meg Bohmke  
Will Mackintosh  
William Ashton

VOTE:

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried by a vote of \_\_ to \_\_, the following was adopted:

A RESOLUTION TO AUTHORIZE AND ACCEPT FY2025 GRANT FUNDING  
REGARDING THE LITTER PREVENTION AND RECYCLING PROGRAM FOR THE CITY  
OF FREDERICKSBURG AND STAFFORD COUNTY

WHEREAS, the R-Board has been approved for the Virginia Department of Environmental Quality's non-competitive grant of \$51,627.50 for litter prevention and recycling program activities for the period of July 1, 2024, to June 30, 2025; and

WHEREAS, Stafford County was awarded \$39,382.50.00 for the non-competitive grant; and

WHEREAS, the City of Fredericksburg was awarded \$12,245.00 for the non-competitive grant; and

WHEREAS, these funds will enable the continuation of the litter prevention and recycling program; and

WHEREAS, staff recommends the acceptance and approval of these funds to support roadside litter clean-up, litter prevention, and recycling education; and

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this 4<sup>th</sup> day of December, 2024, that the R-Board be and it hereby does authorize the acceptance of the Virginia Department of Environmental Quality's non-competitive grant for the City of Fredericksburg and Stafford County, in the total amount of Fifty One Thousand Six Hundred and Twenty Seven Dollars and Fifty Cents (\$51,627.50).

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

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Phillip Hathcock, Director



## Rappahannock Regional Solid Waste Management Board

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### BRIEFING SHEET

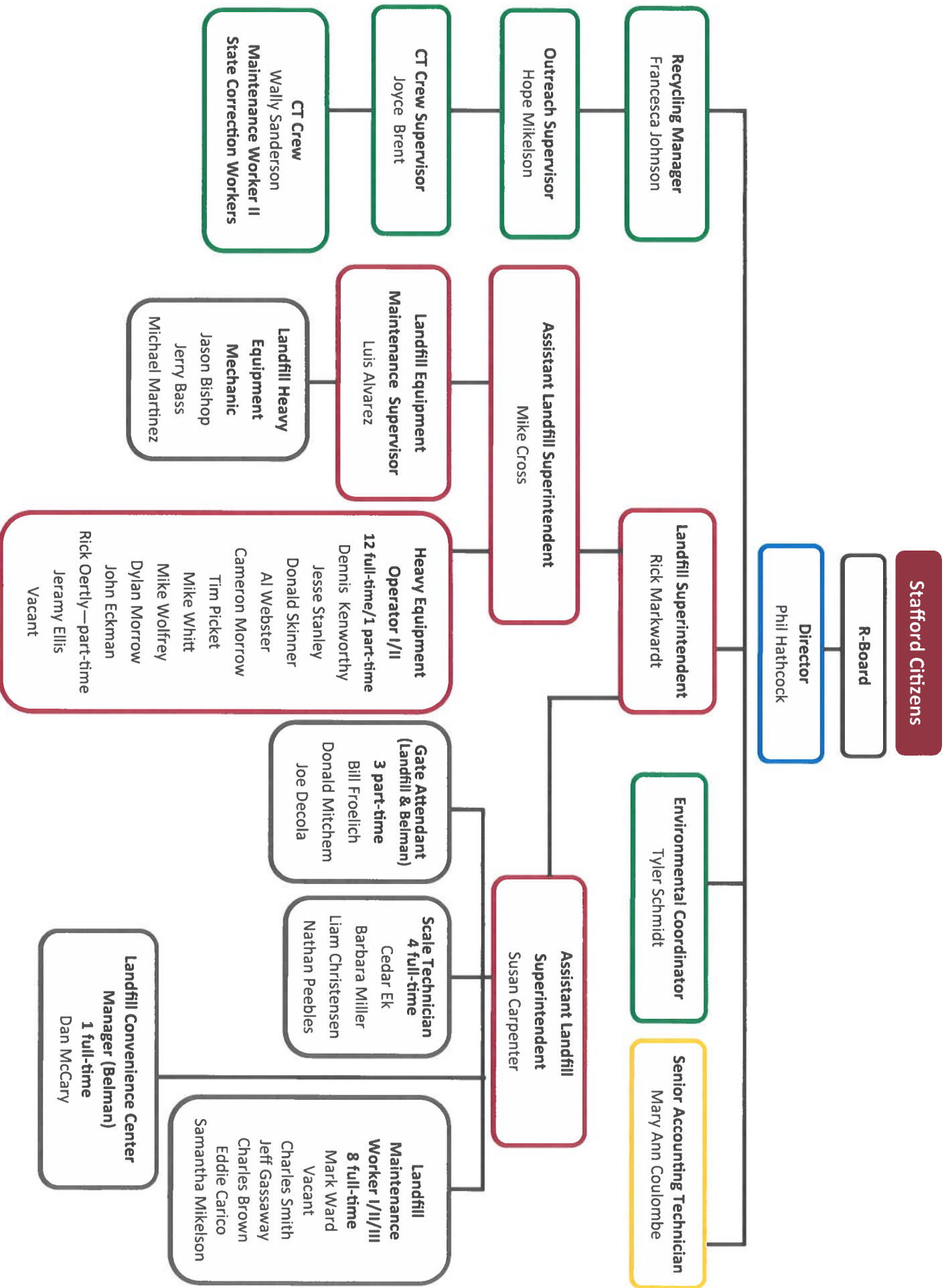
**Date of Agenda Item:** 12/4/2024

**Item:** Senior Accounting Technician Position

**Discussion:** The proposed resolution provides the opportunity for the R-Board to advertise and hire a Senior Accounting Technician for succession planning purposes.

**Budget Impact:** \$36,949.00 FY 2025

**Staff Recommendations:** Approve Resolution RB24-13 to authorize advertisement and the hiring of a Senior Accounting Technician for the R-Board.



PROPOSED

RAPPAHANNOCK REGIONAL  
SOLID WASTE MANAGEMENT BOARD

RESOLUTION

At a regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) held in the Board of Supervisors Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 4<sup>th</sup> day of December, 2024.

---

MEMBERS:

Monica L. Gary, Chairman  
Jannan Holmes, Vice Chairman  
Timothy J. Baroody  
Meg Bohmke  
Will Mackintosh  
William Ashton

VOTE:

---

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION TO AUTHORIZE ADVERTISEMENT AND THE HIRING OF A SENIOR  
ACCOUNTING TECHNICIAN

WHEREAS, the current R-Board authorized positions includes thirty seven full time and five part time employees; and

WHEREAS, the R-Board currently is authorized to employ one Senior Accounting Technician; and

WHEREAS, the Senior Accounting Technician is responsible for accounts receivable, accounts payable and general financial practices; and

WHEREAS, succession planning and continuity of operations is of utmost importance with this position; and

WHEREAS, R-Board staff recommend the authorized positions for the R-Board be increased to include a second Senior Accounting Technician; and

WHEREAS, this additional position will be fully funded through budget savings during Fiscal Year 2025 and budgeted appropriately for in Fiscal Year 2026;

NOW, THEREFORE BE IT RESOLVED, by the Rappahannock Regional Solid Waste Management Board on this 4<sup>th</sup> day of December, 2024, that the R-Board be and it hereby does authorize an additional authorized position of Senior Accounting Technician to be advertised and employed to ensure financial continuity of operations of the R-Board.

A Copy, teste:

RAPPAHANNOCK REGIONAL SOLID WASTE  
MANAGEMENT BOARD

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Phillip Hathcock, Director

PROPOSED





## Rappahannock Regional Solid Waste Management Board

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**To:** R-Board Members  
**From:** Phil Hathcock, Regional Landfill Director  
**Date:** December 4, 2024  
**RE:** Landfill Gas Purchase Agreement

### Ameresco 2-Year Operational & Financial Report

Ameresco energy produced and revenue from October 2022 to October 2024 below:

- Ameresco total revenue reflects a total of \$11,827.83
- Ameresco total LFG utilized reflects 36,312.3 MMBTU.



## Rappahannock Regional Solid Waste Management Board

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