

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 D2-12LGP  
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 D2-12LGP 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..

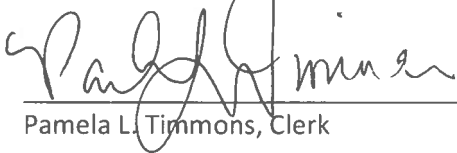
**Adjournment:** The meeting was adjourned at 1:35 p.m.

**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