

DRAFT MINUTES
RAPPAHANNOCK REGIONAL SOLID WASTE MANAGEMENT BOARD
DECEMBER 10, 2025
Board of Supervisors Chambers

Meeting Convened: A regular meeting of the Rappahannock Regional Solid Waste Management Board (R-Board) was convened at 1:04 p.m. on December 10, 2025.

Roll Call: The following members were present: William Ashton; Timothy J. Baroody; Meg Bohmke; Jannen Holmes; Will Mackintosh; and Pamela Yeung.

Also in attendance were: Bill Hefty, R-Board Attorney; Rick Markwardt, Landfill Superintendent; Susan Carpenter, Assistant Landfill Superintendent; Francesca Johnson, Recycling Manager; Tyler Schmidt, Environmental Coordinator; Pamela Timmons, Clerk; and Phillip Hathcock, Director.

Approval of the Agenda:

Ms. Bohmke motioned, seconded by Dr. Mackintosh to approve the agenda.

By roll call, the vote was:

Yea:	(6)	Ashton, Baroody, Bohmke, Holmes, Mackintosh, Yeung
Nay:	(0)	

Approval of the minutes of prior meeting: Ms. Bohmke motioned, seconded by Dr. Mackintosh, to approve the minutes from the August 27, 2025 meeting.

By roll call, the vote was:

Yea:	(6)	Ashton, Baroody, Bohmke, Holmes, Mackintosh, Yeung
Nay:	(0)	

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

Presentations by the R-Board: A proclamation was presented to Ms. Bohmke for her many years of service on the R-Board. Ms. Bohmke thanked everyone and spoke of the commitment that she saw from staff, and enjoyed her time immensely.

Ms. Holmes requested that the R-Board provide only the electronic version of the quarterly packets. Dr. Yeung asked if paper copies could still be available, and the answer was yes. The consensus from the R-Board was to provide the electronic copies in the future.

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

CELL G1/G3 OPERATION The filling of Cell G1/G3 continues without any issues. The next flyover for the Landfill is scheduled to take place sometime in January 2026.

NEW CAMERA SYSTEM The Landfill has received a quote for a camera system. Currently the quote is going through the procurement process and review by the IT Department.

Dr. Mackintosh asked about the cameras. Mr. Markwardt explained that the cameras are used throughout the entire landfill area. Ms. Bohmke asked the age of the prior cameras, and Mr. Markwardt said that they were very old. The antennas and wiring are the same, being reused.

Mr. Hathcock added that the camera system was last updated in 2016 and will be tied into the County system.

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. There is currently one Maintenance Worker position open. Shawn Coates, Shawn Simmons, and Corey King were hired to fill the open Maintenance Worker positions.

Training and Development Staff members have completed the 2025 Unauthorized Waste Training, as required by the DEQ. Several staff members were recertified in First Aid/CPR/AED procedures. Staff attended the Regulatory Training Session and Annual Membership Meeting hosted by SWANA and the Stafford County Government Leadership Institute. Thomas Hinderliter and Michael Jones obtained their Skid-Steer Loader Certification. Walter Sanderson has been promoted to the Convenience Center Manager at Belman.

Safety Safety meetings are vital for building a safety culture and ensuring the well-being of all employees at the workplace. Safety meetings allow employees to share safety concerns and propose improvement ideas. DEQ requires the landfill staff to hold a monthly safety meeting. The following are some of our safety topics:

Active Shooter – An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area. The Department of Homeland Security advises all workers to remember this phrase: RUN, HIDE, or FIGHT. If there is an active shooter situation in your workplace, these three words will help you determine the best way to protect your own life.

Hazard Recognition – means identifying potential dangers on the job, before an incident happens. Recognizing hazards is one of the most important skills for staying safe at work. Hazards are anything that can cause harm. When you know how to spot hazards, you can take the necessary steps to avoid injuries and accidents.

Struck-by Hazards – Being struck by an object is one of the most common causes of death in the construction industry. A struck-by accident occurs when a person is forcefully struck by an object, wherein the force of contact is provided by the object. Struck-by is one of the top 4 areas of fatalities in the construction industry.

ACCOLADES Daniel McCary has retired from Stafford County after 18 years, including 12 years with Parks and Recreation and 6 years with the R-Board. Most of his time has been spent at the Belman Convenience Center as the manager. Dan has done an excellent job serving the residents of Fredericksburg.

Ms. Bohmke asked about the ideas for the safety items. Ms. Carpenter responded that they are part of the job requirements.

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

VA DEQ Quarterly Solid Waste Inspection: On November 20th, 2025, VA DEQ conducted its quarterly solid waste review of the R-Board landfill. No deficiencies were found during the inspection.

Landfill Solar RFP Update: On December 4th, 2024, Resolution RB24-12 was approved by the R-Board and RFP# 24092 was awarded to Community Power Group (CMG). After conducting a site assessment and design modeling, CMG determined the project is currently economically infeasible. If conditions change or new options emerge, a solar project will be reconsidered.

Environmental Monitoring & Reporting: Provided below is a table of reports & plans submitted for compliance purposes following last quarter's board report:

<u>Reports & Plans</u>	<u>Submission Date</u>
1 st Semi-Annual Gas Monitoring Report	August 27, 2025
1 st Semi-Annual Gas Compliance Report	August 27, 2025
1 st Semi-Annual Title V MACT Report	August 27, 2025
3 rd QTR Stormwater Chesapeake Bay TMDL	October 8, 2025
Landfill Gas Management Plan Revisions	October 10, 2025
Solid Waste Management Plan Revisions (Approved)	October 30, 2025

Upcoming: 2nd Semi-Annual Gas Monitoring Report, 2nd Semi-Annual Gas Compliance Report, 2nd Semi-Annual Title V MACT Report, Annual Title V Gas Compliance Certification, 3rd QTR GWM Active Landfill (2025), 2nd Semi-Annual Stormwater Benchmark eDMR, 2nd Semi Annual Stormwater Effluent eDMR, and 4th QTR Stormwater Chesapeake Bay TMDL.

Ms. Bohmke asked why the solar project is considered infeasible. Mr. Schmidt explained that it was due to tax credits mostly. Dr. Mackintosh asked if the same could be said for the Cool Spring site as well, and Mr. Schmidt said, no. Mr. Baroody said that the Cool Spring lease matter will be heard by City Council at its January 27th meeting. Mr. Hathcock added that the Eskimo Hill site is not conducive to solar panels, but as cells close, the door is open for a future look. Dr. Yeung asked if regional or federal grants were available, and was told that the vendor did not offer.

Recycling Report: Ms. Johnson reported on the following:

Household Hazardous Waste Day The R-Board held the Annual Household Hazardous Waste Day on Saturday, September 13th, for residents of the City of Fredericksburg and Stafford County. 724 vehicles came to the event, with most of them having only hazardous waste. This is due to the R-Board accepting electronics recycling daily.

UMW Presentation The R-Board participated in “The Afterlife of Fashion” panel at the University of Mary Washington. The panel explored how communities and companies are working to make fashion more sustainable through recycling and responsible consumption. The R-Board discussed their clothing recycling program at the Belman Road Convenience Center and the Regional Landfill.

Green Chip The Aquia Harbour Host Lions Club will no longer participate in the electronics recycling program due to not having volunteers to run the program. In response, the R-Board has initiated a pilot program with Green Chip for recycling services in the City of Fredericksburg and Stafford County. Residents can drop off their electronics at either the Belman Road Convenience Center or the Regional Landfill. The collected items will then be transported to Green Chip's facility in Fredericksburg for processing.

Single Stream Recycling Update The value of recycling commodities per ton has slightly decreased, which has led to a minor increase in processing costs.

Community Outreach Supervisor Ms. Mikelson reported on the following:

Educational Trailer:

- National Night Out – October 7, 2025 – (1250 educational backpacks & 300 reusable store bags were given out)
- Stafford Parks and Rec. Fall Family Fun Festival – October 4, 2025 – (1000 educational backpacks & 200 reusable store bags were given out)

Non-trailer Activities:

- Professor Olivia and the Litter Lifters Program has launched at CRRL.
- Mini Compost -A- Thons Weekends:
 - o Hurkamp Park -September 27, 2025, & October 25, 2025
 - o Long Family Markets – September 28, 2025, October 26, 2025 (236 Food Scrap Countertop Collectors given out, spoke with 450 residents and gave out 75 educational backpacks)
- Backyard Composting 101 - Central Rappahannock Regional Library
 - o Classes are given monthly and will continue through the winter into next year.
 - o This past quarter has 18 attendees in the last 3 classes.
- The DEQ Competitive Grant which we were awarded \$15,00.00 for compost outreach program.

Community Meetings and Outreach Connections:

- I contacted principals at multiple Stafford County and the City of Fredericksburg to introduce Professor Olivia and the Litter Lifters Program.
- I have been in continuous contact with Hunter Berry from Stafford County Schools about the Recycled Art Contest.

Upcoming Events:

- Recycled Art Contest launched in October with judging on January 24, 2026, at the 5th Annual Community Health & Wellness Fair at Colonial Forge High School.
- Earth Day week visit to Stafford High School and Dixon-Smith Middle School April 20-24, 2026
- Earth Day April 25, 2026, at Old Mill Park

Ms. Holmes was happy to hear about the two grants. Ms. Bohmke asked if the Board of Supervisors could have a bag to show at one of its upcoming meetings.

Litter Collection: Ms. Mikelson (for Ms. Brent) reported on the following:

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, 2025 through October 31, 2025, there have been:

- 10 active adult probationers currently in the program. Out of these 12 probationers, only 7 have actual hours this reporting period. There are 3 probationers due to come onboard.
 - o 248 non-paid hours
 - o 228 bags of roadside litter collected
 - o 38 miles of roads cleaned
- 10 adult probationers completed the program
 - o 242 non-paid hours (15 of these hours were working at the Stafford Landfill)
 - o 200 bags of roadside litter collected
 - o 44 miles of roads cleaned

Staff also works with the Rappahannock Regional Adult & Juvenile Recovery 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, 2025 through October 31, 2025:

- 3 active assignees
- 5 assignees completed the program

- o 88 non-paid hours
- o 140 bags of roadside litter collected
- o 20 miles of roads cleaned

The following roads/streets have been cleaned from August 1, 2025, through October 31, 2025:

Stafford Area: Allatoona Lane, Austin Ridge Road, Bethel Church Road, Blue and Gray Parkway, Brooke Road, Centreport Parkway, Chatham Heights, Coals Landing Road, Courthouse Road, Deacon Road, Dixon Street, Emancipation Highway, Eskimo Hill Road, Express Drive, Forbes Street, Forest Lane, Road, Garrisonville Road, Harrell Road, Hollywood Farm Road, Hartwood Road, Kings Highway, Layhill Road, Lichfield Boulevard, Manning Drive, Mine Road, Olde Forge Drive, Onville Road, Plantation Drive, Potomac Run Road, Red Oak Road, Richmond Highway, South Gateway Drive, Stafford Wayside, Staffordboro Boulevard, Telegraph Road, and Warrenton Road.

Fredericksburg Area: Amelia Street, Barton Street, Caroline Street, Charles Street, Charlotte Street, Dixon Street, Emancipation Highway, Fall Hill Avenue, Frederick Street, Greenbrier Drive, George Street, Hanover Street, Jackson Street, Kenmore Avenue, Lafayette Boulevard, Liberty Street, Little Page Street, Lewis Street, Plank Road, Prince Edward Street, Princess Anne Street, Princess Elizabeth Street, Roffman Rd, Sophia Street, Weedon Street, Wicklow Drive, William Street, Winchester Street, and Wolfe Street.

Dr. Yeung asked how all roads are cleaned. Ms. Mikelson explained that there is a list for each quarter and are on a rotation, but there is no set schedule due to litter calls. High traffic roads are checked weekly.

Ms. Bohmke reported that White Oak road has a high volume of litter.

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

Financial Status- July 2025-October 2025

R-Board finances FY26 to date are as outlined below:

- FY2026 reporting period revenue reflects a total of \$4,653,061.86, which is 44% of \$10,600,000.00 in budgeted revenue for FY2026. At the end of the reporting period, the R Board held \$22,965,962.25 in cash and short-term investments.
- FY2026 expenses for the reporting period reflect \$2,684,828.57 expended (25%) of an approved adjusted budget of \$10,600,000.

Dr. Mackintosh asked if both scales are being replaced, and Mr. Hathcock said that they were. He also asked about the leap in dirt. Mr. Hathcock explained that it is typical to have a rise and fall, and that it is used as beneficial material.

Dr. Yeung asked if airspace was still at 3.5 years, and Mr. Hathcock confirmed, adding that in FY27, the new cell will be completed.

Mr. Hathcock also noted that the Annual Financial and Operational Report was in the meeting packet for review.

Ms. Holmes expressed appreciation for the review. Ms. Bohmke asked about the recycling tips, etc., and was informed that the tips and graphics will all be added to the website and social media.

Caterpillar 826K Rebuild:

Ms. Bohmke motioned, seconded by Dr. Mackintosh to adopt proposed Resolution RB25-08.

By roll call, the vote was:

Yea:	(6)	Ashton, Baroody, Bohmke, Holmes, Mackintosh, Yeung
Nay:	(0)	

Resolution RB25-08 reads as follows:

A RESOLUTION TO AUTHORIZE CARTER MACHINERY COMPANY, INC. TO PROVIDE REPAIR SERVICE AND PARTS FOR AN 826K COMPACTOR

WHEREAS, the Rappahannock Regional Solid Waste Management Board (R-Board) must comply with DEQ regulations requiring that equipment be maintained in top working condition; and

WHEREAS, the majority of the equipment operated by the R-Board is manufactured by Caterpillar; and

WHEREAS, Carter Machinery, Inc. of Salem, Virginia is the authorized dealer for providing repair service and parts for Caterpillar equipment in the area; and

WHEREAS, staff recommends the R-Board authorize the use of Carter Machinery Company, Inc. to provide a certified rebuild service and parts for a Caterpillar 826K compactor in a not-to-exceed amount of \$453,557.95; and

WHEREAS, funding in the amount this amount has been budgeted and appropriated in the adopted FY2026 budget for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Rappahannock Solid Waste Management Board on this the 10th day of December, 2025, that Carter Machinery Company, Inc. is authorized to provide parts and services on landfill equipment in FY2026 in the amount of Four Hundred Fifty Three Thousand, Five Hundred and Fifty Seven Dollars and Ninety Five cents (\$453,557.95).

VA Department of Environmental Quality Grant Acceptance:

Dr. Mackintosh motioned, seconded by Ms. Bohmke to adopt proposed Resolution RB25-09.

By roll call, the vote was:

Yea: (6) Ashton, Baroody, Bohmke, Holmes, Mackintosh, Yeung

Nay: (0)

Resolution RB25-09 reads as follows:

A RESOLUTION TO AUTHORIZE AND ACCEPT GRANT FUNDING REGARDING THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY FY2025 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, 2025, to June 30, 2026; and

WHEREAS, 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 10th day of December, 2025, that the R-Board be and it hereby does authorize the acceptance of the Virginia Department of Environmental Quality's Competitive Litter Prevention and Recycling Grant, in the total amount of Fifteen Thousand Dollars (\$15,000).

Dr. Mackintosh motioned, seconded by Ms. Bohmke to adopt proposed Resolution RB25-10.

By roll call, the vote was:

Yea: (6) Ashton, Baroody, Bohmke, Holmes, Mackintosh, Yeung

Nay: (0)

Resolution RB25-10 reads as follows:

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 \$53,077.54 for litter prevention and recycling program activities for the period of July 1, 2025, to June 30, 2026; and

WHEREAS, Stafford County was awarded \$39,471.03 for the non-competitive grant; and

WHEREAS, the City of Fredericksburg was awarded \$13,606.52 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 10th day of December, 2025, 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 \$53,077.54.

Adjournment: The meeting was adjourned at 1:56 p.m.

Future Session: A regular meeting will be held on Wednesday, February 25, 2026, at 1:00 p.m., in Conference Room ABC.

Phillip Hathcock, Director

Pamela L. Timmons, Clerk