



MEMORANDUM

**TO: RIVANNA SOLID WASTE AUTHORITY
BOARD OF DIRECTORS**

FROM: THOMAS L. FREDERICK, EXECUTIVE DIRECTOR

**SUBJECT: NARRATIVE PLAN FOR DEPARTMENT OF ENVIRONMENTAL
QUALITY – IVY MATERIALS UTILIZATION CENTER**

DATE: DECEMBER 15, 2015

On March 19, 2015, the Virginia Department of Environmental Quality approved a revised Letter of Agreement with RSWA, extending the deadline for RSWA to submit a Narrative Plan to DEQ regarding the Ivy Transfer Station until December 31, 2015. The deadline extension was requested of RSWA by Albemarle County to allow the County more time to develop its plan for continuing or upgrading services as necessary for the Narrative Plan. DEQ's requirement for the Letter of Agreement was to eliminate the ongoing practice at the existing Transfer Station of receiving, conveying, and compacting waste in an area exposed to the ambient weather.

As the County Board of Supervisors made a decision on November 4, 2015 to build a new 10,000 square foot passive load and building enclosed transfer station at the site, the Narrative Plan can now be prepared to meet the December 31 deadline. The attached Plan is based upon the Supervisors' decision. The County has also requested that RSWA oversee the design, construction, and operation of this new Transfer Station, to be financed by County funds and tipping fees. The Narrative Plan also includes a milestone schedule (attached), which may become the basis for enforceable deadlines, and includes a Site Plan and Floor Plan prepared for the County by Draper Aden.

The attached draft milestone schedule establishes March 31, 2016 as the date by when an interlocal agreement between the County and RSWA will be executed governing the County's expectations for the transfer station as well as the County's commitment to pay the costs necessary to avoid any liability accruing to the City. Staff sought guidance from the Board at the November meeting and based the selection of this date on the Board's discussion, though further discussion can take place at this meeting if more time is deemed necessary. It should be noted that the completion of this agreement drives the timing of all subsequent tasks, beginning with RSWA executing a contract with a design engineer one month after the County/RSWA agreement is executed. Inasmuch as the RSWA Board of Directors will approve the contract on behalf of RSWA and is made up of City and County representatives, staff believes that County and City Attorneys have already become engaged in determining the proposed content of this agreement.

Board Action Requested

RSWA staff is respectfully seeking the Board's authorization to submit the attached Narrative Plan, Milestone Schedule, Site Plan, and Floor Plan to DEQ by the December 31, 2015 deadline.