



**RIVANNA SOLID WASTE AUTHORITY**  
695 Moores Creek Lane • Charlottesville, Virginia 22902 • (434) 977-2970

**RSWA BOARD OF DIRECTORS**  
**Minutes of Regular Meeting**  
**August 28, 2018**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, August 28, 2018 at 2:00 p.m. in the 2<sup>nd</sup> floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

**Board Members Present:** Mike Gaffney – presiding, Trevor Henry, Paul Oberdorfer, Mike Murphy, Jeff Richardson, Liz Palmer, and Kathy Galvin.

**Board Members Absent:** None.

**Staff Present:** Mark Brownlee, Phil McKalips, Katie McIlwee, Bill Mawyer, David Rhoades, Lonnie Wood, Michelle Simpson, Jennifer Whitaker, Scott Schiller, and Liz Coleman.

**Also Present:** Mr. Kurt Krueger – RSWA Counsel, members of the public, and media representatives.

**1. CALL TO ORDER**

Mr. Gaffney called the meeting to order at 2:00 p.m.

*a. Welcome to new Board member, Mike Murphy, Interim City Manager*

Mr. Gaffney welcomed Mr. Murphy to the Board.

*b. Nominations and Election of Board Secretary*

Mr. Krueger explained that traditionally the Board had a Vice-Chair and Secretary, alternating the City Manager and County Executive in those two positions between the RSWA and RWSA. He stated that Mr. Jones had served as Secretary for RSWA and Vice-Chair for RWSA, and Mr. Murphy could be elected into those positions and filling the position was necessary to enable Mr. Krueger to sign an opinion when needed related to the upcoming bond deal affirming that all things were properly authorized and executed. He stated that the RSWA Board could choose to have Mr. Murphy serve as the Secretary of the RSWA if it wished to follow prior practice.

**Ms. Galvin moved to elect Mr. Murphy to serve as Secretary of the RSWA. Dr. Palmer seconded the motion, which passed unanimously (7-0).**

42  
43 **2. MINUTES OF PREVIOUS BOARD MEETING**  
44

45 *a. Minutes of the Regular Meeting of the Board of June 26, 2018*  
46

47 There were no changes to the minutes.  
48

49 **Dr. Palmer moved to approve the minutes of the RSWA June 26, 2018 2018 meeting as**  
50 **presented. Mr. Henry seconded the motion, which passed unanimously (7-0).**  
51

52 **3. RECOGNITION**  
53

54 *a. Resolution of Appreciation for Maurice Jones*  
55

56 Mr. Gaffney read the resolution into the record as follows:  
57

58 WHEREAS, Mr. Jones has served as a member of the Rivanna Water & Sewer Authority  
59 and Solid Waste Authority Boards of Directors since 2010; and  
60

61 WHEREAS, over that same period Mr. Jones has demonstrated leadership in water and  
62 sewer, solid waste and recycling services; and has been a valuable member of the Boards of  
63 Directors and a resource to the Authorities; and  
64

65 WHEREAS, Mr. Jones's understanding of the water, sewer, solid waste and recycling  
66 operations of the City of Charlottesville, the Water & Sewer Authority and the Solid Waste  
67 Authority has supported a strategic decision-making process that provided benefits to the  
68 customers served by the City of Charlottesville as well as the community as a whole. During  
69 Mr. Jones's tenure and through his efforts, major projects were completed including:  
70

- 71 • a Community Water Supply Plan, to ensure an adequate water supply for the next 50 years;
- 72 • the Expanded Ragged Mountain Reservoir Dam;
- 73 • the Rivanna Sewer Pumping Station;
- 74 • Odor Control Improvements at the Moores Creek Advanced Water Resource Recovery  
75 Facility;
- 76 • Granular Activated Carbon Filters for the water treatment plants;
- 77 • a Strategic Plan for both Authorities; and  
78

79 WHEREAS, the Water & Sewer Authority and Solid Waste Authority Boards of Directors  
80 are most grateful for the professional and personal contributions Mr. Jones has provided to both  
81 Authorities and to the community; and  
82

83 NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water & Sewer Authority and  
84 the Rivanna Solid Waste Authority Boards of Directors recognizes, thanks, and commends Mr.  
85 Jones for his distinguished service, efforts, and achievements as a member of the Rivanna Water  
86 & Sewer Authority and the Rivanna Solid Waste Authority, and presents this Resolution as a  
87 token of esteem, with its best wishes in his future endeavors.

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BE IT FURTHER RESOLVED that this Resolution be entered upon both the permanent Minutes of the Rivanna Water & Sewer Authority and the Rivanna Solid Waste Authority.

**Dr. Palmer moved to approve the resolution as presented. Ms. Galvin seconded the motion, which passed unanimously (7-0).**

*b. Resolution of Appreciation for Mark Brownlee*

Mr. Gaffney read the resolution into the record as follows:

WHEREAS, Mr. Brownlee has served in numerous positions, most recently as the Solid Waste Manager since 2000; and

WHEREAS, over the same period of 18 years, Mr. Brownlee has demonstrated leadership in his field and has been a valuable resource to the Authority and its employees; and

WHEREAS, Mr. Brownlee's understanding of the Authority's overall operation has positively impacted the Authority, its customers, and its employees; and

WHEREAS, the Rivanna Solid Waste Authority Board of Directors is most grateful for the professional and personal contributions Mr. Brownlee has provided to the Rivanna Solid Waste Authority, its customers and its employees; and

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority recognizes, thanks and commends Mr. Brownlee for his distinguished service, efforts and achievements as a member of the Rivanna Solid Waste Authority, and presents this Resolution as a token of esteem, with its best wishes in his retirement.

BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the Rivanna Solid Waste Authority.

Mr. Brownlee stated that his job with Rivanna had been the best he'd ever had, and he thanked the Board for the opportunity offered while on the job.

**Dr. Palmer moved to approve the resolution as presented. Ms. Galvin seconded the motion, which passed unanimously (7-0).**

*c. Resolution of Appreciation for Kenneth Chapman*

Mr. Gaffney read the resolution into the record as follows:

WHEREAS, Mr. Chapman has served in numerous positions, most recently as a Driver/Equipment Operator since 2003; and

133 WHEREAS, over the same period of 15 years, Mr. Chapman has demonstrated leadership  
134 in his field and has been a valuable resource to the Authority and its employees; and  
135

136 WHEREAS, Mr. Chapman's understanding of the Authority's overall operation has  
137 positively impacted the Authority, its customers, and its employees; and  
138

139 WHEREAS, the Rivanna Solid Waste Authority Board of Directors is most grateful for the  
140 professional and personal contributions Mr. Chapman has provided to the Rivanna Solid Waste  
141 Authority, its customers and its employees; and  
142

143 NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority  
144 recognizes, thanks and commends Mr. Chapman for his distinguished service, efforts and  
145 achievements as a member of the Rivanna Solid Waste Authority, and presents this Resolution as  
146 a token of esteem, with its best wishes in his retirement.  
147

148 BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent  
149 Minutes of the Rivanna Solid Waste Authority.  
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151 **Dr. Palmer moved to approve the resolution as presented. Ms. Galvin seconded the motion,**  
152 **which passed unanimously (7-0).**  
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#### 154 ***4. EXECUTIVE DIRECTOR'S REPORT***

155

156 Mr. Mawyer reported that Liz Coleman was appointed as Rivanna's new safety manager, a  
157 position that she had held at her former employer, the Fluvanna Department of Corrections.  
158

159 Mr. Mawyer reported that the Ivy Transfer Station ribbon cutting had been held the previous  
160 week and stated that most Board members had attended. He stated that Rivanna had also recently  
161 replaced a flare at the transfer station, with an opening date for the new transfer station scheduled  
162 for some time in the next two weeks.  
163

164 Mr. Mawyer reported that Rivanna had completed the first electronic waste (e-waste) amnesty  
165 day on July 21, with outstanding response from about 244 residents who brought 14.5 tons of  
166 electronic items to be recycled through Care Environmental. He stated that staff would suggest a  
167 future e-waste recycling program for the spring or fall of 2019. Mr. Mawyer stated that they  
168 would also move forward with the household hazardous waste days in September and October,  
169 with Phil McKalips having done a tour of the McIntire facility as part of outreach efforts.  
170

171 Dr. Palmer stated that she had been thinking about naming the Ivy Transfer Station and had  
172 come up with several suggestions: "MUC of the Blue Ridge," "Mountain Vistas MUC," and  
173 "Viewtopia MUC." She noted that it was an aesthetically pleasing site despite the traffic noise.  
174 She stated that in reading through the materials, she wondered if there was a timeline for  
175 demolition of the old compactor.  
176

177 Mr. Mawyer responded that it was ongoing and underway now.  
178

179 Mr. McKalips added that he thought it was a 60-day window to have the old site demolished, and  
180 scrap metal costs were figured into the bid and were thus coming out of the price – but that was  
181 not high value currently.

182  
183 Dr. Palmer asked if commercial entities had been told that compost could be taken to Ivy.

184  
185 Mr. Mawyer responded that Rivanna advertised it on the website.

186  
187 Mr. McKalips stated that they had mentioned it at the Board meetings and at other venues but  
188 had not done an advertising campaign.

189  
190 **5. ITEMS FROM THE PUBLIC**

191  
192 Mr. Gaffney invited items from the public.

193  
194 There being none offered, the agenda item was closed.

195  
196 **6. RESPONSES TO PUBLIC COMMENTS**

197  
198 There were no responses to public comments for this month.

199  
200 **7. CONSENT AGENDA**

201 *a. Staff Report on Finance*

202  
203 *b. Staff Report on Ivy Material Utilization*

204  
205 *c. Staff Report on Ivy Landfill Environmental*

206  
207 *d. Staff Report on Ongoing Projects*

208  
209 Dr. Palmer commented that it would be nice to display the information about the car trips across  
210 the scale at the landfill more prominently.

211  
212 **Ms. Galvin moved to adopt the Consent Agenda as presented. Dr. Palmer seconded the**  
213 **motion, which passed unanimously (7-0).**

214  
215 **8. OTHER BUSINESS**

216  
217 *a. Presentation of Ivy MUC Master Plan – Convenience Center Layout Alternatives; Phil*  
218 *McKalips, Director of Solid Waste*

219  
220 Mr. McKalips reported that Rivanna was in the process of developing a Master Plan for the Ivy  
221 MUC site, noting that there had been many changes: the new transfer station, a proposed new  
222 recycling center, etc. The purpose of the Master Plan is to develop a plan for what we intend to  
223 do with the site. Since the Plan will address what materials Rivanna recycles, it will also impact  
224 the McIntire Recycling Center.

225  
226 Mr. McKalips explained that the first step in that process was for the consultant, Arcadis, to  
227 propose a few alternative convenience center locations out at the Ivy site for the Board to  
228 consider. He stated that Alternative No. 1 was located where the existing transfer station is. He  
229 mentioned that the system was two-tiered based on the existing loading dock. Mr. McKalips  
230 stated that about half the containers would be on the lower tier, where they intended to put the  
231 compacting containers. This arrangement would allow customers to walk up and put the  
232 recyclable material in a chute, which kept them away from mechanical portions of the operation.  
233 He added that the other containers would be located on the uphill side, and he noted on a map  
234 provided what the ingress and egress would be.

235  
236 Mr. McKalips stated that the positive aspects of the Plan are that it utilizes the existing transfer  
237 station area. It already has electrical service there from the compactor, it's already paved with  
238 durable pavement, it has a two-tier design so the public can be kept away from the compactors,  
239 and it allows the rest of the site to be used pretty much the same way it's used now so it doesn't  
240 require any changes. He stated that the negative aspects include the fact that it is somewhat fixed  
241 with limited room for expansion. Mr. McKalips noted that the other potential downside is that  
242 the entrance road, part of which would be new construction, would be two-way.

243  
244 Dr. Palmer commented that there would be room to separate it.

245  
246 Mr. McKalips responded that it could be divided, and the site was low-speed driving.

247  
248 Mr. McKalips presented a map of the site showing Alternative No. 2 and stated that there was a  
249 long-paved area extending to the east from the barn used for Amnesty Days. The paved area is  
250 currently used to store waste trailers and some equipment. He stated that this alternative would  
251 place a convenience center at the very far end of the parking area, which allowed that entire  
252 paved area to be expanded into at some point in the future. Mr. McKalips stated that all traffic –  
253 waste-hauling trailers, future Amnesty Day traffic, etc. – would continue down around the  
254 convenience center, then coming back out and ultimately out of the site. He noted that it had lots  
255 of room for expansion and lots of space for queuing of traffic.

256  
257 Mr. McKalips noted that Alternative No. 2 mixed site vehicle traffic more with the public than  
258 he would like. He stated that Alternative No. 1 created a bit of an island in the middle, with  
259 heavier truck traffic spinning around it and people at the convenience center isolated from that.  
260 Mr. McKalips noted that the Alternative No. 2 design mixed customer and site traffic and would  
261 cause us to rethink how they did HHW and other Amnesty Days.

262  
263 Dr. Palmer asked what else they would use that paved area for.

264  
265 Mr. McKalips responded that they currently used it for vehicle parking, and it was used as a  
266 laydown area for big construction projects such as drilling. He added that it really did not get  
267 used for much else.

268  
269 Dr. Palmer asked if setting up a compost facility would require a paved surface or if it could be  
270 located somewhere else on the property.

271  
272 Mr. McKalips replied that if they were not doing putrescible waste (that which did not contain  
273 animal product), the DEQ has suggested repeatedly that Rivanna could do composting on the old  
274 closed landfill cells, because storm water controls already exist and the area was up on a grassed  
275 space that the composting would not hurt – so it has been mentioned as a good site.  
276  
277 Dr. Palmer stated that if they got materials from restaurants, it would contain animal products.  
278  
279 Mr. McKalips responded that he was referring to farm animals, and when “composting” is  
280 mentioned, people recall when Morton’s and Con-Agra were composting a lot of material, with  
281 the animal fats causing issues. He stated that previous efforts utilized large ag bags, which  
282 produced more of a “soup” that caused problems.  
283  
284 Dr. Palmer inquired if any of that material composted was ever sold.  
285  
286 Mr. McKalips clarified that the intention was to have a marketable product, but he was not sure  
287 if they ever sold any.  
288  
289 Mr. Brownlee stated that they ended up spreading it on the landfill.  
290  
291 Dr. Palmer stated that the idea of a new composting facility would be to sell it for compost.  
292  
293 Mr. McKalips explained that the ag bags create an anaerobic reaction, so the material is  
294 composting differently than Black Bear-type composting, which is very aerobic – adding carbon  
295 sources and increasing the temperature.  
296  
297 Dr. Palmer said that DEQ had suggested doing restaurant waste composting, what Black Bear  
298 does, but on the actual landfill, which would mean they wouldn’t need a separate site.  
299  
300 Mr. McKalips stated that since there were some areas that weren’t valuable for anything else, it  
301 might not be a bad idea.  
302  
303 Dr. Palmer stated she just wanted to be sure if they went with something like this they weren’t  
304 precluding something else going there.  
305  
306 Ms. Galvin asked when they needed to make a decision.  
307  
308 Mr. McKalips responded that there had been consideration of supplemental board meetings  
309 between now and November, which was when the report was supposed to be delivered. He stated  
310 that the Board could give ideas on modifications or ask questions or specify a definitive  
311 preferred alternative, and it would be good to have that input before November if possible.  
312  
313 Mr. Henry asked about the cost estimates, as Alternative No. 1 would be far less costly and  
314 would still meet programming requirements because it was a reuse of an existing facility. He  
315 stated that there would need to be a lot of justification for Alternative No. 2 because of the length  
316 of the roadway.

317  
318 Mr. McKalips explained that the area around was already paved, and so construction would be  
319 limited to line-painting of the area. He stated that the biggest change would be running electrical  
320 service to the site for all the compactors, and they would still have a temporary attendant in a hut,  
321 and sanitary facilities would be porta-potties. Mr. McKalips stated that there would be barricades  
322 to help further delineate the roads on the paved area, in addition to the lines.  
323  
324 Mr. Henry asked for clarification on the area designated as loading and unloading.  
325  
326 Mr. McKalips stated that the entire area was paved and was considered the former asbestos  
327 disposal area, with the paved area actually serving as a cap for that. He confirmed that they may  
328 need some additional substructure done to put the compactors on, as they do not always sit so  
329 well on asphalt.  
330  
331 Dr. Palmer mentioned that Mr. McKalips had presented this to the Albemarle County Solid  
332 Waste Alternatives Advisory Committee (SWAAC) the previous month, and they had felt that  
333 Alternative No.1 was the most user-friendly as well as staff's preferred option.  
334  
335 Mr. McKalips stated that it was his preferred as well, and he stated that in observing McIntire,  
336 people make many trips back to the car – so if he can shorten the distance between parking and  
337 where any particular container is, it's an advantage to the customer. He stated that by having two  
338 rows, the distance is cut by half.  
339  
340 Dr. Palmer stated that after hearing this discussion, she felt fairly comfortable with the  
341 recommendations.  
342  
343 Mr. Gaffney commented that he would like to get the cost estimates before deciding. He noted  
344 that Dr. Palmer had suggested holding meetings for the next two months to talk about the new  
345 transfer station results.  
346  
347 Dr. Palmer responded that she would also like to discuss the composting item.  
348  
349 Mr. Gaffney stated they would have RSWA meetings in September and October.  
350  
351 Mr. Krueger stated that the Board could make a motion to have those meetings or the chair  
352 would be calling it.  
353  
354 **Dr. Palmer moved to schedule September and October RSWA Board meetings at their**  
355 **regular 2:00 p.m. time. Mr. Henry seconded the motion, which passed unanimously (7-0).**  
356  
357 **At 2:33 p.m., Ms. Galvin moved to recess the RSWA Board meeting. Mr. Oberdorfer**  
358 **seconded the motion, which passed unanimously (7-0).**  
359  
360 **At 2:50 p.m., Dr. Palmer moved to reconvene the RSWA Board meeting and enter a joint**  
361 **meeting with the Rivanna Water and Sewer Authority. Ms. Galvin seconded the motion,**  
362 **which passed unanimously (7-0).**



363  
364 *b. Presentation of Quarterly Strategic Plan Update; Katie McIlwee, Executive Coordinator*  
365 *and Communications Manager*  
366

367 Ms. McIlwee reminded the Board that under the Strategic Plan there were six goal teams and the  
368 only change was that Scott Schiller was now the goal champion for the Infrastructure and Master  
369 Planning Goal Team.

370  
371 She stated that when she presented to the Board in April, they had just developed how they  
372 would move forward and implement the Strategic Plan. She stated that within the six goals, there  
373 were a total of 21 strategies, which had been narrowed down to 12 priority strategies with the  
374 help of Raftelis consulting -- and from those they developed 78 total tactics. Ms. McIlwee stated  
375 that the tactics were how they would accomplish strategies, which in turn were how they would  
376 achieve goals. She presented the top strategies that each goal team selected, and they were also in  
377 the strategic plan update handouts provided to the Board.

378  
379 Ms. McIlwee reported that Rivanna was 36% complete with its plan and she noted the completed  
380 items versus the goal items. She stated that the Infrastructure Team was ahead of schedule, and  
381 the other Goal Teams were slightly behind or right on schedule.

382  
383 Ms. McIlwee reported that new pay scales were implemented on July 1 for Workforce  
384 Development; the Operational Optimization group completed an Authority-wide survey; the  
385 Communications team started to develop a records management policy and an employee portal is  
386 underway to increase internal communication. She stated that Environmental Stewardship team  
387 has created a standing employee environmental committee; Solid Waste Services has defined  
388 existing services and practices and is continuing to develop a list of organizations and POCs to  
389 partner with; and Infrastructure Master Planning has developed and advertised an asset  
390 management RFP, as well as identified needs for additional master plans.

391  
392 Ms. McIlwee stated that next steps for Workforce include finalizing the master staffing plan;  
393 now that the new safety manager is in place, Operational Optimization, will begin to develop and  
394 implement some of their findings; Communication and Collaboration needs to complete and  
395 implement the records management plan and complete the employee portal; Environmental  
396 Stewardship will continue to coordination with other goal teams; Solid Waste Services will  
397 continue to work towards completing the master plan and communicate those services to the  
398 public; and Infrastructure and Master Planning will begin to finalize the asset management plan,  
399 put a committee together, and work with the consultant to kick off that project.

400  
401 Mr. Gaffney commented that it was nice to see the progress here, as a strategic plan will often sit  
402 on a shelf.

403  
404 Ms. McIlwee responded that the teams continue to meet monthly, and as they get further into  
405 their implementation, the updates will become more robust as measurable metrics begin to  
406 develop; she stated that there were measures and metrics developed in the strategic plan  
407 framework that will be related to tasks and accomplishments.

408

409 Dr. Palmer asked about the “green roadshows” mentioned in the item related to Environmental  
410 Stewardship.

411  
412 Ms. Terry explained that she and Ms. McIlwee already have a roadshow ready that they take to  
413 events such as Imagine a Day Without Water, and the City’s Fix-a-Leak 5K, which is mostly  
414 conservation oriented. She stated that they would also like to upgrade their display to have more  
415 information that would allow them to participate in other community events.

416  
417 *c. Presentation of FY 2020 – 2025 Six-Year Staffing Plan; Lonnie Wood, Director of*  
418 *Administration & Finance*

419  
420 Mr. Wood stated that one of the strategies under the Strategic Plan’s Workforce Development  
421 goal was to put together a multi-year staffing plan, similar to a CIP that projects out several  
422 years. He stated that a staffing plan was meant to be a living document just like the CIP – looked  
423 at every year, reviewed, and revised. Mr. Wood stated that as they worked through projects in the  
424 CIP, there would be changes in technology, changes in treatment, new facilities, regulatory  
425 changes and demands, and customer expectations.

426  
427 Mr. Wood stated that the Red Hill Water System would come online before the fiscal year began,  
428 and a Water Operator was needed for part of that effort – a half FTE would be needed for a  
429 Water Operator to visit that site seven days a week, varying depending on maintenance needs.  
430 He stated that the rest of the time, the water operator would be floating to non-urban plants, as  
431 they have only one operator per shift. Mr. Wood stated that sometimes there was a maintenance  
432 item, operational item, or safety item related to both of those where it was good to have two  
433 operators onsite to do a major maintenance task. He noted that it was currently being handled by  
434 managers, assistant managers, and supervisors.

435  
436 Mr. Wood stated that the Construction Inspector represented a change in how Rivanna was doing  
437 its construction inspection program, and Ms. Whitaker had presented to the Board about a year  
438 earlier on the cost savings of bringing this program in house. He stated that previously, they  
439 completed through hired consultant engineers, which can be expensive. Mr. Wood noted that the  
440 second Construction Inspector was planned for 2021.

441  
442 Mr. Wood reported that for Solid Waste in 2020, the attendant at McIntire was a new full-time  
443 position but would replace two part-time positions, so it was a net zero of FTEs and would be  
444 more cost for benefits. He stated that it was a challenge to staff that center with part-time  
445 employees, and consistency was an issue – so it would be better to have a full-time person at  
446 McIntire. He noted that if the Ivy recycling plans worked out, that would require an additional  
447 full-time attendant, and the Paper Sort has had volumes increase over the years primarily due to  
448 cardboard coming in. He stated that if the site came on board, there might be more material  
449 coming in that way. Mr. Wood stated that there were currently 0.25 FTEs at the site, so there was  
450 a net gain of 0.75, and they were using an operator at Ivy to fill in the gaps.

451  
452 Mr. Wood explained that they were trying to get the Lab Technician in for this year, and there is  
453 a reservoir plan and sampling that has been underway for the last several years, which was new  
454 to the lab department and had put an unprecedented demand on them for laboratory analysis. He

455 stated the rest of the positions were a combination of IT backlog needs, with the Enhanced  
456 Nutrient Removal (ENR) system put in for wastewater treatment about 10 years ago, which  
457 increased the needs at this plant by about 500 instruments with thousands of data entry points –  
458 so it was time to maintain and replace those. Mr. Wood noted that every time they added  
459 something like GAC, it increased networking and IT needs to the infrastructure, as well as  
460 administration that had not been enhanced for 15-20 years.

461  
462 He stated the volume of transactions and complications had increased over that time, and  
463 Rivanna was also now handling all of its enrollment for four different healthcare systems,  
464 previously managed by the City of Charlottesville. He noted that VRS also used to be simple and  
465 was now a hybrid system, and short-term disability also had its own sick leave policy, all  
466 requiring administrative attention.

467  
468 Mr. Wood emphasized that this was just a plan and did not require action, but was just an  
469 introduction for the next budget cycle.

470  
471 Mr. Gaffney noted that some of these things would save money, such as the two construction  
472 inspectors.

473  
474 Mr. Wood confirmed this.

475  
476 Mr. O’Connell asked why the Lab Technician positions were bumped out to 2021 since they  
477 were a current need.

478  
479 Mr. Mawyer stated that they had been struggling with water quality results and were concerned  
480 that the myriad of ways they collected samples was contributing to that, but they have been able  
481 to align that over the last six months and had not had many positive total coliform samples. He  
482 stated they had also increased chlorine in some systems to help combat any irregular testing, and  
483 Dr. Morris from the lab anticipated the number of samples collected to accommodate the  
484 growing population, to show the Health Department that all areas were covered. Mr. Mawyer  
485 stated that there was one more year before they needed that position.

486  
487 Mr. Henry asked if they did the reservoir testing onsite.

488  
489 Ms. Terry clarified that they did some lab analysis onsite but also sent out algae samples for  
490 analysis.

491  
492 Mr. Henry asked if there was a way to leverage to Rivanna resources for parks and recreation  
493 testing, which was currently being sent out.

494  
495 Mr. Mawyer responded that it might be possible to take on that testing.

496  
497 Ms. Terry stated they did the sampling themselves and did a lot of the reservoir testing in house,  
498 sending out two parameters (algae counts and cyanotoxins), but she had been discussing this  
499 with the County and staff – but not in terms of what Mr. Henry had suggested.

500

501 Mr. Mawyer stated that staff would bring to the Board next month a construction contract  
502 recommendation to upgrade the Crozet Water Treatment Plant, and next year they would have a  
503 recommendation to start construction on a project for South Rivanna and Observatory all in one  
504 contract. He noted that they reshuffled the previous year's plan to get the construction inspectors  
505 in an adjusted time delivery capacity so they would be available when needed.

506  
507 Mr. O'Connell asked if this was the big staffing change since the earlier plan.

508  
509 Mr. Mawyer responded that it was, noting that they had reduced some of the water operators,  
510 with the Board granting three operators over the last two years, and now one more was needed  
511 with the next need expected in 2024. He stated that the alliance with the upgrades to the water  
512 treatment plants might require another operator, with a greater capacity and more instruments to  
513 manage.

514  
515 **9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA**

516  
517 There were none presented.

518  
519 **10. CLOSED MEETING**

520  
521 There was no closed meeting held.

522  
523 **11. ADJOURNMENT**

524  
525 **At 3:07 p.m., Ms. Palmer moved to adjourn the RSWA Board meeting. Mr. Henry**  
526 **seconded the motion, which passed unanimously (7-0).**

527  
528 **The RSWA Board adjourned its meeting at 3:07 p.m.**

529  
530 Respectfully submitted,

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536 **Mr. Mike Murphy**  
537 **Secretary - Treasurer**  
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