RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 26, 2020

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 26, 2020 at 2:00 p.m. virtually via Zoom.

Board Members Present: Mike Gaffney, Dr. Liz Palmer, Jeff Richardson, Lance Stewart, Paul Oberdorfer, Dr. Tarron Richardson, Lloyd Snook.

Board Members Absent: None.

Rivanna Staff Present: Bill Mawyer, Katie McIlwee, Lonnie Wood, Jennifer Whitaker, Phil McKalips.

Attorney(s) Present: Kurt Krueger.

Also Present: Access to the meeting was available via Zoom for members of the public and media representatives.

1. CALL TO ORDER
Mr. Gaffney convened the May 26, 2020 regular meeting of the Board of Directors of the Rivanna Solid Waste Authority at 2:02 p.m.

2. STATEMENT FROM THE CHAIR
Mr. Gaffney stated that notwithstanding any provision in the bylaws to the contrary, as permitted under the City of Charlottesville’s Continuity of Government Ordinance adopted on March 25, 2020, and under Albemarle County’s Continuity of Government Ordinance adopted on April 25, 2020, and under Chapter 1283 of the 2020 Acts of the Virginia Assembly effective April 24, 2020, they were holding this meeting by real-time electronic means with no Board member physically present in a single, central location.

Mr. Gaffney stated all Board members are participating electronically. He stated this meeting was being held pursuant to the second resolution of the City’s Continuity of Government Ordinance and Section 6(e) of the County’s Continuity of Government Ordinance. He stated all Board members will identify themselves and state their physical location by electronic means during the roll call, which would be held next.

Mr. Gaffney noted, for the record, that the public has real-time audio/visual access to this meeting over Zoom as provided in the lawfully open meeting notice, and real-time audio access over telephone, which was also contained in the notice. He stated the public is always invited to send questions, comments, and suggestions to the Board through Mr. Bill Mawyer, the Authority’s Executive Director, at any time.

Mr. Gaffney called the roll call.

Mr. Paul Oberdorfer stated he was located at Craig Myrtle Drive in Louisa County.
Dr. Elizabeth Palmer stated she was located on Mechum Banks Drive in Albemarle County.

Dr. Tarron Richardson stated he was located on Main Street in Charlottesville.

Mr. Jeff Richardson stated he was located at 15 Lark Hill Lane in Arden, North Carolina.

Mr. Lloyd Snook stated he was located at 408 East Market Street in Charlottesville.

Mr. Mike Gaffney stated he was located at 3180 Dundee Road in Earlysville.

Mr. Gaffney stated the following Authority staff members were joining the meeting: Bill Mawyer (Executive Director), Lonnie Wood (Director of Finance and Administration), Phil McKalips (Director of Solid Waste), Jennifer Whitaker (Director of Engineering and Maintenance), Katie McIlwee (Communications Manager).

Mr. Gaffney stated they were also joined electronically by Mr. Kurt Krueger (Counsel to the Authority).

3. RESOLUTION OF THE RIVANNA SOLID WASTE AUTHORITY AUTHORIZING THE ADOPTION OF PROCEDURES FOR ELECTRONIC PUBLIC MEETINGS AND PUBLIC HEARINGS AND MODIFICATION OF PROCUREMENT PROCEDURES TO ENSURE THE CONTINUITY OF GOVERNMENT DURING THE COVID-19 PANDEMIC DISASTER

Mr. Gaffney stated this resolution: (i) approves conducting the meeting and future meetings electronically, consistent with the City’s Continuity of Government Ordinance (adopted on March 25), the County’s Continuity of Government Ordinance (adopted on April 15), and Chapter 1283 of the 2020 Acts of the Virginia General Assembly (effective April 24); (ii) approves conducting the public hearings required for adoption of budgets and rate settings; and (iii) permits the Executive Director to modify the requirements or procedures for procurements not directly related to the COVID-19 disaster after giving reasonable notice to make the public aware of those modifications.

Mr. Gaffney noted that the public notice for this meeting was given in conformity with those ordinances.

RESOLUTION OF RIVANNA SOLID WASTE AUTHORITY

AUTHORIZING THE ADOPTION OF PROCEDURES FOR ELECTRONIC PUBLIC MEETINGS AND PUBLIC HEARINGS AND MODIFICATION OF PROCUREMENT PROCEDURES TO ENSURE THE CONTINUITY OF GOVERNMENT DURING THE COVID-19 PANDEMIC DISASTER

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a public health emergency which constitutes a disaster as defined by Virginia Code § 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia Emergency Operations Center to
provide assistance to local governments, and authorization for executive branch agencies to waive
“any state requirement or regulation” as appropriate; and

WHEREAS, on March 13, 2020, the President of the United States declared a national
emergency, beginning March 1, 2020, in response to the spread of COVID-19; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19
outbreak a pandemic; and

WHEREAS, on March 12, 2020, the Charlottesville City Council approved the declaration
of a local emergency and the City Manager and Director of Emergency Management issued a
declaration of local emergency on March 12, 2020; and

WHEREAS, on March 17, 2020, the Albemarle County Board of Supervisors confirmed
the declaration of local emergency because of the COVID-19 pandemic made by the County
Executive, acting as the Director of Emergency Management on March 12, 2020; and,

WHEREAS, on March 18, 2020, the Albemarle County Board of Supervisors consented to
the County Executive, acting as the Director of Emergency Management, issuing an amended
declaration of local emergency to refer to the COVID-19 pandemic as not only an emergency, but
also as a “disaster” as the Governor had included in Executive Order Fifty-One, and the County
Executive issued the amended declaration on March 20, 2020; and

WHEREAS, Virginia Code § 15.2-1413 provides that, notwithstanding any contrary
provision of law, a locality may, by ordinance, provide a method to assure continuity of government
in the event of a disaster for a period not to exceed six months; and

WHEREAS, on March 25, 2020, the Charlottesville City Council, pursuant to Virginia
Code § 15.2-1413, adopted an Ordinance to Modify Deadlines, Modify Public Meeting and Public
Hearing Practices and Procedures to Address Continuity of Operations Associated with the
Pandemic Disaster (the “City Emergency Ordinance”); and

WHEREAS, on March 27, 2020, the Albemarle County Board of Supervisors, pursuant to
Virginia Code § 15.2-1413, adopted an Emergency Ordinance to Ensure the Continuity of
Government During the COVID-19 Disaster; and

WHEREAS, on April 15, 2020, the Albemarle County Board of Supervisors, pursuant to
Virginia Code § 15.2-1413, adopted an Ordinance to Ensure the Continuity of Government During
the COVID-19 Disaster, modifying its earlier ordinance adopted on March 27, 2020 (the “County
Emergency Ordinance” and collectively, with the City Emergency Ordinance, the “Emergency
Ordinances”, and individually, the “Emergency Ordinance”); and

WHEREAS, through its respective Emergency Ordinance, the Charlottesville City Council
and the Albemarle County Board of Supervisors specifically found that COVID-19 constitutes a
real and substantial threat to public health and safety and constitutes a “disaster” as defined by
Virginia Code § 44-146.16 being a “communicable disease of public health threat” and

WHEREAS, through its respective Emergency Ordinance, the Charlottesville City Council
and the Albemarle County Board of Supervisors further found that the COVID-19 pandemic makes
it unsafe to assemble in one location a quorum for public bodies including its respective boards,
commissions and authorities (collectively the “Public Entities”), or for such Public Entities to
conduct meetings in accordance with normal practices and procedures; and

WHEREAS, on April 24, 2020, Governor Northam approved an amendment to House Bill
29, the Budget Bill, enacted as Chapter 1283 of the 2020 Acts of the Virginia General Assembly,
Part 4: General Provisions, Section 4-0.00 Operating Policies, subparagraph g., effective on such
date, permitting any public body, including any state, local, regional, or regulatory body, or certain
governing boards, to meet by electronic communication means without a quorum of the public body
and any member of the governing board physically assembled at one location when the Governor
has declared a state of emergency, subject to certain conditions and procedures;

WHEREAS, through its respective Emergency Ordinance, the Charlottesville City Council
and the Albemarle County Board of Supervisors adopted certain procedures to ensure the continuity
of government during the COVID-19 Pandemic disaster (such procedures together with the
Assembly, hereinafter collectively referred to as the “Continuity Procedures”), suspended any
deadlines applicable to Public Entities and their staff during the COVID-19 disaster, and authorized
Public Entities, at their discretion, to postpone non-emergency public hearings and action items
during the disaster; and

WHEREAS, the Rivanna Solid Waste Authority, being a public body created by concurrent
resolutions of the City of Charlottesville and the County of Albemarle pursuant to the Virginia
Water and Waste Authorities Act (Virginia Code Section 15.2-5100 et seq.) and whose Board
members are appointed by the City of Charlottesville and the County of Albemarle, is a Public
Entity included within the scope of each of the Emergency Ordinances adopted by the City of
Charlottesville and the County of Albemarle and a local body under Chapter 1283 of the 2020 Acts
of the Virginia General Assembly.

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority
hereby incorporates by reference and adopts the Continuity Procedures prescribed in each of the
respective Emergency Ordinances adopted by the City of Charlottesville and the County of
Albemarle, and in Chapter 1283 of the 2020 Acts of the Virginia General Assembly copies of which
are attached hereto; and

BE IT FURTHER RESOLVED that the Rivanna Solid Waste Authority hereby authorizes
and directs its officers and staff to take all steps reasonably necessary or appropriate to implement
such Continuity Procedures and to develop any specific procedures as applicable and appropriate for
the Rivanna Solid Waste Authority, provided that such specific procedures are consistent with the
terms and conditions of the Emergency Ordinances, including modification of the requirements or
procedures for procurements not directly related to the COVID-19 disaster, notwithstanding any
provision in its Bylaws or its Procurement Manual to the contrary, and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon
adoption and shall remain in effect during the pendency of both Emergency Ordinances including
for any applicable period upon the re-adoption of the Emergency Ordinances by the Charlottesville
City Council or the Albemarle County Board of Supervisors and during the pendency of the
emergency declaration by the Governor of Virginia.

Dr. Palmer moved that the board adopt the resolution authorizing the procedures for an
electronic public meetings and public hearings, and granting the Executive Director the
authority to modify procurement procedures to ensure the continuity of government during
the COVID-19 pandemic disaster. The motion was seconded by Mr. Snook, and passed
unanimously (6-0). (Mr. Stewart was late to the meeting and absent from this vote.)

4. ELECTION OF CHAIR, VICE CHAIR & SECRETARY-TREASURER
Mr. Gaffney stated he was currently Chair, Mr. Richardson was Vice Chair, and Dr. Richardson
was Secretary-Treasurer.

Mr. Krueger stated in the past, they have alternated the Vice Chair and Secretary-Treasurer roles
between the City Manager and the County Executive so that for two years, one serves as the Vice
Chair of Solid Waste, for instance, and the other serves as Secretary-Treasurer and then vice-versa
for the next two years. He stated although the board did not have to do this, this is traditionally what
has been done.

Mr. Krueger stated in this case, if they did want to follow that tradition, they would have Dr.
Richardson serve as the Vice Chair, and Mr. Richardson serve as the Secretary-Treasurer for Solid
Waste. He stated they would then flip that when they do the election for Water and Sewer
Authority. He stated a motion would be needed for this, and that one motion could be used for all three positions.

Dr. Palmer moved that the board elect Mike Gaffney as Chair, Dr. Richardson as Vice Chair, and Mr. Richardson as Secretary-Treasurer. The motion was seconded by Mr. Snook, and passed unanimously (6-0). (Mr. Stewart was late to the meeting and absent from this vote.)

At 2:11 p.m., Mr. Lance Stewart arrived to the meeting, noting he was located at 401 McIntire Road in Charlottesville.

5. MINUTES OF PREVIOUS BOARD MEETING
Minutes of the Special Meeting of the Board on February 25, 2020
Mr. Gaffney asked board members if they had comments or changes.

Dr. Palmer moved that the board approve the minutes of the previous board meeting. The motion was seconded by Mr. Richardson, and passed unanimously (6-0). (Mr. Gaffney abstained, as he was not in attendance at the February 25, 2020 meeting.)

6. RECOGNITIONS
There were no recognitions.

7. EXECUTIVE DIRECTOR’S REPORT
Mr. Mawyer stated he was excited to attend the first virtual meeting of the Rivanna Solid Waste Authority, noting it was likely the first in the history of the Authority. He thanked Mr. Lonnie Wood and his technology staff (Mr. Steve Miller and Mr. John Hull) as well as Ms. Katie McIlwee. He stated they had a consultant (Spectrum Integrators) for making this all possible. He stated he appreciated the board members practicing last week, and things were going great.

Mr. Mawyer thanked the staff of the RSWA. He stated the refuse and recycling services are essential services, and that all staff have worked their normal days and shifts. He stated 16 of the 18 Solid Waste employees have been on their normal jobs, performing transfer, refuse, and recycling duties at the Ivy Facility, McIntire, and Paper Sort. He stated they did have two employees that worked very closely in the scale house, and their schedules were staggered to provide social distancing, and so those were the only two exceptions to the claim that they all worked their normal shifts. He expressed his appreciation for staff’s efforts to keep the Authority going during the pandemic.

Mr. Mawyer noted that use of the transfer facilities is continuing at a normal clip. He stated they had over 5,000 vehicles visit Ivy in March as well as in April, and were still averaging well over 90 tons per day in municipal waste and construction debris.

Mr. Mawyer stated the recycling program was recognized in March by the Charlottesville Award program, which recognized the Ivy MUC with a 2020 Best of Charlottesville Award in the category of Recycling.

Mr. Mawyer stated the normal Household Hazardous Waste, Bulk Waste, and Electronic Amnesty Days were rescheduled to start on June 13. He stated MXI Environmental is their consultant who is on the site that helps manage the process. He stated they feel confident about this drive-thru process for residents to deliver goods. He stated they will have the events on the dates scheduled, somewhat
regardless of when the Governor decides to move to Phase II of the recovery. He stated they were very hopeful they would maintain this schedule, starting June 13 and running through mid-July.

Dr. Palmer thanked all the employees who worked so diligently through the pandemic on their normal schedule.

Mr. Richardson agreed, thanking staff for dedication and focus.

Mr. Gaffney stated these sentiments could be passed on from the entire board.

Mr. Mawyer stated staff has done a great job, with no complaints from the public, no illnesses, and business as usual.

8. ITEMS FROM THE PUBLIC
Mr. Gaffney opened Items from the Public. Hearing none, he closed the Items from the Public portion of the meeting.

9. RESPONSES TO PUBLIC COMMENT
As there were no public comments, there were no responses.

10. CONSENT AGENDA
   a. Staff Report on Finance
   b. Staff Report on Ivy Material Utilization Center/Recycling Operations Update

Dr. Palmer moved that the board approve the consent agenda. The motion was seconded by Mr. Snook, and passed unanimously (7-0).

11. OTHER BUSINESS
   a. Presentation: Introduction of Fiscal Year 2020-2021 Budget, and Adoption of Preliminary Rate Resolution; Bill Mawyer, Executive Director

Mr. Mawyer stated they looked forward to another exciting year in FY 20-21. He stated they are proposing an expenses budget of $5.15 million. He presented pictures for the board.

Mr. Mawyer stated that before moving into FY 21, they would like to celebrate the good things that happened in FY 20. He stated they got the “Don’t Chuck a Shuck” program started at McIntire, as well as the pizza box recycling program, that has been wildly popular. He stated they also added the used cooking oil program there. He stated they looked forward to completing the new Ivy MUC Convenience Center by the end of next month.

Mr. Mawyer stated the new Ivy Convenience Center would be located below the barn. He stated they would construct a new access road, through the grassy area. He stated Faulconer Construction is underway, building that access road and making other improvements to get the convenience center set up.

Mr. Mawyer stated the board was provided with a forestry management plan many months ago, and that a forester has been hired to help assess the forested area and put together a program to manage forestry areas around the landfill. He stated they would continue their bulky waste, HHW, e-waste, and mulch programs. He stated they started a new pilot program for compost, bringing compost back from McGill in Waverly (the same place they take food waste and biosolids) for sale at Ivy. He stated they look forward to seeing how that program will grow.
Mr. Mawyer stated expenses projected for next year are $5.15 million. He presented a pie chart, noting that one slice represented operations of clean fill and other services. He stated another slice represented the transfer operation, which was the largest section of the budget (at 48%). He stated another slice represented recycling, which was 14% of the budget, at $700,000. He stated another slice was for the environmental programs for gas, air, and those associated with closed cells, which was a little over $1 million. He stated a new slice was added to the budget, which was the new convenience center, at about $300,000.

Mr. Mawyer stated the budget was $5.15 million, which would be a net increase of about $442,000, largely for the transfer operation, convenience center, and recycling programs. He stated in terms of net budget, the expense budget was going up $900,000 (or a 21% increase), while revenues would also increase 24% (or about $467,000). He stated there is a net budget increase of $442,000.

Mr. Mawyer stated they cover their allocation of the difference between expenses and revenue through the local agreements. He stated the County budget for that is just over $2 million through FY 21. He stated the City allocation is $446,000. He stated UVA contributes to environmental expenses, and by contract, they have agreed to pay almost $80,000. He stated they are contributing $200,000 from the reserve RSWA funds towards the environmental programs, which will offset some of the costs.

Mr. Mawyer stated he worked closely with Mr. Stewart and Mr. Oberdorfer as they went through the budget, in view of the pandemic issues and budget cuts, to reassess all budget items over the last month.

Mr. Mawyer stated compared to the current year, next year is almost about $1 million higher (just over $900,000). He stated this was driven by the new convenience center, which is a new program at $300,000. He stated they anticipate that the transfer operation expenses will increase almost $500,000. He stated recycling revenues will likely drop. He stated all of this contributed to the $1 million expense increase they are seeing and the difference between the two budget years.

Mr. Mawyer stated what is driving the net budget increase of just over $400,000 was the new convenience center, which was netting about $280,000 on the expense side. He stated they have increased recycling expenses (due to the decreased product values) of around $100,000. He stated they do have some increase to operating expenses for wood grinding, and as they are getting more equipment, they have a higher equipment depreciation. He stated this was generally how they arrived at the net increase of $442,000.

Mr. Mawyer stated that in the Authority’s 15-year budget history, the budget has been increasing for the last several years and is now above the average for the last 15 years, but still far below where Solid Waste was in 2008 (at $9.2 million). He stated one could see in the history a decline, leveling, and now an increase in the focus on Solid Waste.

Mr. Mawyer stated the programs or cost centers include the operations program (yard and vegetative waste, tires, and clean fill). He stated there is a bulky waste program for the County, and that the City pays its expenses directly based on City customers bringing items to those events.

Mr. Mawyer stated transfer operation is a 100% County-funded program, and it pays for the Authority’s staff, maintenance, and contract costs to transport the refuse and dispose of municipal waste and construction debris.

Mr. Mawyer stated recycling is a joint program between the County and the City, by contract. He stated 70% is funded by the County, and 30% by the City. He stated this pays for the McIntire Recycling Center and the Paper Sort facility.

Mr. Mawyer stated they also have an environmental program, focused generally where the landfill began many years ago. He stated all the cells are closed now, but they are required to monitor the ground water. He stated there are ground water wells and gas wells. He stated this cost center also
funds the e-waste disposal program, HHW, paint disposal, and funds any repair and maintenance
they need to do to maintain the landfill caps. He stated this is the program in which UVA
participates, and also where reserve funds have been contributed to help minimize some of the costs
of this program for FY 21.

Mr. Mawyer stated the new cost center is the Ivy MUC Recycling Convenience Center, where
revenues are projected of about $20,000. He stated the total net program costs are $280,000, which
is funded by the County.

Mr. Mawyer stated that with respect to the entire budget, the total City allocation was $446,000, the
County’s was just over $2 million, and UVA’s was about $80,000, with $200,000 being contributed
by Rivanna’s reserves.

Mr. Mawyer stated there is a small increase in health insurance costs for the Authority’s staff (about
$25,000). He stated they are proposing 1.5 full-time employees to staff the new convenience center
at a cost of about $70,000. He stated otherwise, there are no additional programs or costs for
operating Solid Waste other that those costs of processing materials.

Mr. Mawyer stated there was no change to the schedule of fees, except that they were adding the
compost fee of $75 per ton for the new pilot program, which is what they would charge customers
to purchase the compost.

Dr. Palmer asked about what they were bringing back from McGill in terms of the bagged compost
that would be sold. She stated she recognized the trucking isn’t a problem, as they are putting the
compost on the trucks coming back after they deliver the biosolids. She asked if they were incurring
any charge from McGill for that bagged compost.

Mr. Mawyer stated the product they were bringing back for the pilot program was loose compost in
the truck, which they were paying a per-ton fee.

Mr. McKalips stated the fee was a couple dollars shy of $50 per ton, as the full cost for the bulk
compost.

Mr. Mawyer stated they have a mark-up to cover their expenses, and that they did look at the market
rate and arrived at $75 per ton. He stated this was barely above break-even and that they were not
making a profit, but were making sure they cover the costs.

Dr. Palmer asked Mr. McKalips if a recent survey had been done of what the tipping fees currently
are in the region, and if any changes have been seen in the tipping fees in the various places people
have options to go.

Dr. Palmer asked if Dr. Palmer was referring to MSW.

Dr. Palmer replied yes. She stated she knew this was done when they adjusted rates the last time,
and wasn’t sure if this had changed. She stated she knew there was a new owner of County Waste,
and that her understanding is that GFL (GFL Environmental, Inc.) now owns that transfer station.
She stated she was curious if there had been any rate changes associated with that change in
ownership. She stated she was not suggesting that they raise or lower the tipping fee, but that they
should keep track of this for future discussions.

Dr. Palmer stated she knew that with the trucking contract for MSW, they saw an increase in that
cost. She recalled it was because of the fuel prices, asking to be corrected if her understanding was
wrong. She stated she couldn’t remember how long the contract was for, and asked Mr. Mawyer to
comment on this, considering that fuel prices have now gone down.
Mr. McKalips replied that it was a two-year agreement. He stated fuel prices have gone down. He stated the real driver for the increase in hauling costs was the fact that they were not getting 20 tons per trailer average out, but were getting significantly less than that (somewhere around 15-16). He stated the revenue for the trucking company wasn’t really being defrayed through enough tons. He stated they could look at this again. He stated they still likely have a full year left in the contract, and will watch fuel prices to see where that goes before renewing.

Dr. Palmer stated that going back to the graph showing the 15-year average of the RSWA costs, the net period of time between 2009 and 2011, where they saw a significant drop, corresponds with the City’s changes, as she recalled, in going their own way and moving away from using Rivanna. She asked if this was correct, and what the major driver was in the 2009-2011 plummet.

Mr. Wood stated this was roughly the period of time where they were going through the legal proceeding with Van der Linde. He stated around 2010 was when the settlement came through, and operations changed. He stated the City no longer sent refuse to Rivanna, but started using a private hauler and private disposal facility at that point in time. He stated this was also when Van der Linde ramped up their operations, and Rivanna lost the Waste Management contract at Ivy. He stated there had been a long-term contract with Waste Management to take all County and UVA waste, and at the end of that legal proceeding was when they lost that contract as well.

Dr. Palmer stated she assumed the drop in the City’s cost with respect to RSWA was completely a result of Rivanna cutting the budget, as they were asked to do, for both the City and the County. She stated the County’s went up because they were obviously asking for more services from Rivanna. She asked if this was the case.

Mr. Mawyer replied that the costs were formula driven. He stated they use agreed upon formulas to calculate the allocations.

Dr. Palmer stated RSWA, like all other departments, had been asked to cut their budget because of the COVID-19 issues, which will affect the City and the County. She stated she was trying to figure out where the drop in the City’s allocation comes from in case she receives the question. She stated she simply wanted to be prepared for that question.

Mr. Wood replied that most of the drop was in the environmental programs. He stated looking at Appendix A in the budget, MOU Environmental Programs went down $136,000 for the County and $75,000 for the City. He stated adding the new convenience center made up for some of that reduction in County costs. He stated the costs for most of those programs went down for both entities.

Mr. Mawyer added they also eliminated employee salary increases in the proposed budget.

Dr. Palmer mentioned the rate schedule and the handling fee per load based on locations. She asked for explanation as to under what circumstances someone would incur that fee.

Mr. McKalips stated they used to do hauling and delivery of mulch, logs (for firewood), and other things. He stated they have largely stopped doing this, and that he could not remember what the distances were that described the two different fees, as it had been so long since they have done any hauling for customers. He stated there was a radius from Ivy and if one was below it, they got one fee, and if they were over it, they got another.

Dr. Palmer suggested if they were not doing this anymore, at some point perhaps next year, it would be a good idea to clean up the fee structure.

Dr. Palmer moved the board adopt the preliminary rate schedule. The motion was seconded by Mr. Oberdorfer, and passed unanimously (7-0).

Mr. Gaffney stated there would be a public hearing on the rate schedule next month.
12. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

Mr. Stewart thanked Mr. Wood and Mr. McKalips. He stated throughout the entire budget cycle, as County staff, they will have an earlier start on their budget process. He stated he had asked them to accelerate the budget development process so that they were not finding out in the spring what they needed to plan for. He stated Mr. Wood and Mr. McKalips were diligent in doing this and worked together well so that by the time the County came to recommend a budget and then revisit it, they were in good shape to do that.

Mr. Krueger asked Mr. Mawyer if he recalled the proposal to amend the by-laws to change the meeting dates. He stated he was just looking at the by-laws in connection with the election of the officers to see when they were to change office, and under Article 3, Section 1 of the RSWA by-laws, they would normally hold their meetings in April, with the new officers taking office on May 1.

Mr. Krueger stated given they did not have an April meeting and that they were trying to reconfigure the meeting schedule to make it every odd-numbered month, it would make sense to clarify the motion for the election of officers and have the new officers take office immediately.

Mr. Mawyer stated this was the intent.

Mr. Krueger asked if, with respect to amending the by-laws to change the meeting dates, Mr. Mawyer wanted to do this now, or at the next meeting.

Mr. Mawyer replied they were not ready to do this now. He stated the next month was a regularly-scheduled month, and that they would have to have the meeting in June to hold the budget public hearing. He stated after that, they will only have two more meetings for the rest of the year. He stated they had been planning to take another look at the new schedule starting in January.

Mr. Gaffney asked if anything needed to be done for the new officers to take effect immediately.

Mr. Krueger replied that he had forgotten who had made the motion and second for the election, but that if those same people would be willing to make the same motion with those elected taking office effective immediately, this would clarify that.

Dr. Palmer moved that the board accept her amended motion for the election of officers, that those positions would take place immediately. The motion was seconded by Mr. Oberdorfer, and passed unanimously (7-0).

Dr. Palmer asked about the meeting schedule. She asked if this meant they would not have RSWA meetings in the fall, and that it would not start until 2021.

Mr. Mawyer replied no. He stated they would follow the regular schedule and hold those meetings in June, August, and November. He stated if a special meeting is needed, it can be added.

13. CLOSED MEETING

There was no closed meeting.

14. ADJOURNMENT
At 2:44 p.m., Dr. Palmer moved to adjourn the meeting of the Rivanna Solid Waste Authority. The motion was seconded by Dr. Richardson and passed unanimously (7-0).

Respectfully submitted,

[Signature]

Dr. Tarron Richardson
Secretary - Treasurer