



1 **RSWA BOARD OF DIRECTORS**  
2 **Minutes of Regular Meeting**  
3 **August 25, 2020**  
4

5 A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held  
6 on Tuesday, August 25, 2020 at 2:00 p.m. via Zoom.  
7

8 **Board Members Present:** Mike Gaffney, Dr. Liz Palmer, Jeff Richardson, Lance Stewart, Paul  
9 Oberdorfer, Dr. Tarron Richardson, Lloyd Snook (left the meeting at 2:59 p.m.).  
10

11 **Board Members Absent:** None.  
12

13 **Rivanna Staff Present:** Bill Mawyer, Katie McIlwee, Lonnie Wood, Jennifer Whitaker, Phil  
14 McKalips, David Tungate, John Hull.  
15

16 **Attorney(s) Present:** Kurt Krueger.  
17

18 **1. CALL TO ORDER**

19 Mr. Gaffney convened the August 25, 2020 regular meeting of the Board of Directors of the  
20 Rivanna Solid Waste Authority at 2:07 p.m.  
21

22 **2. STATEMENT FROM THE CHAIR**

23 Mr. Gaffney read the following statement aloud: “Notwithstanding any provision in our Bylaws to  
24 the contrary, as permitted under the City of Charlottesville’s Continuity of Government Ordinance  
25 adopted on March 25, 2020, Albemarle County’s Continuity of Government Ordinance adopted on  
26 April 15th, 2020, and Chapter 1283 of the 2020 Acts of the Virginia Assembly effective April 24,  
27 2020, we are holding this meeting by real time electronic means with no board member physically  
28 present at a single, central location.  
29

30 “All board members are participating electronically. This meeting is being held pursuant to the  
31 second resolution of the City’s Continuity of Government Ordinance and Section 6(e) of the  
32 County’s Continuity of Government Ordinance. All board members will identify themselves and  
33 state their physical location by electronic means during the roll call which we will hold next. I note  
34 for the record that the public has real time audio-visual access to this meeting over Zoom as  
35 provided in the lawfully posted meeting notice and real time audio access over telephone, which is  
36 also contained in the notice. The public is always invited to send questions, comments, and  
37 suggestions to the Board through Bill Mawyer, the Authority’s Executive Director, at any time.”  
38

39 Mr. Gaffney called the roll.  
40

41 Mr. Paul Oberdorfer said he was located at 112 Crepe Myrtle Drive in Zion Crossroads, VA.  
42

43 Dr. Elizabeth Palmer said she was located at 2958 Mechum Banks Drive in Charlottesville, VA.  
44

45 Dr. Tarron Richardson said he was located at 605 East Main Street in Charlottesville, VA.  
46

47 Mr. Jeff Richardson said he was attending from his office at 401 McIntire Road, the Albemarle  
48 County Administrative Building, in Charlottesville, VA.

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50 Mr. Lloyd Snook said he was located at 408 East Market Street in Charlottesville, VA.

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52 Mr. Lance Stewart said he was located at 401 McIntire Road in Charlottesville, VA.

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54 Mr. Mike Gaffney said he was located at 3180 Dundee Road in Earlysville, VA.

55  
56 Mr. Gaffney said the following Authority staff members were joining the meeting electronically:  
57 Bill Mawyer (Executive Director), Lonnie Wood (Director of Finance and Administration), Phil  
58 McKalips (Director of Solid Waste), Katie McIlwee (Communications Manager and Executive  
59 Coordinator), and John Hull (Software Analyst).

60  
61 Mr. Gaffney said they were also joined electronically by Mr. Kurt Krueger (Counsel to the  
62 Authority).

63  
64 **3. MINUTES OF PREVIOUS BOARD MEETING**

65 *Minutes of the Special Meeting of the Board on June 23, 2020*

66 Mr. Gaffney asked board members if they had comments or changes.

67  
68 Dr. Palmer said she sent in a small change that was accepted.

69  
70 Mr. Krueger said it would be appropriate to approve this as an amendment.

71  
72 Dr. Palmer said it was about a comment Mr. McKalips had made at the beginning of the previous  
73 meeting about the book exchange and his correspondence with a citizen regarding that.

74  
75 Mr. Mawyer said this was on line 164 in Items from the Public, where Mr. Bob Corey said that Mr.  
76 McKalips sent him an email committing to a replacement for the McIntire Book Exchange for the  
77 August meeting, and that he looked forward to that.

78  
79 Mr. Mawyer said the clarification was that in his own response to the public comment on line 213,  
80 he stated that the Authority replied to Mr. Corey when they received his email and copied the board,  
81 noting that they would investigate alternatives and that Mr. McKalips was working on a plan to  
82 bring some options to the board, likely in August, in terms of what to do with the book exchange.

83  
84 Mr. Mawyer said Dr. Palmer's concern was that in line 164, Mr. Corey felt that the board  
85 committed to replacing the book exchange. Mr. Mawyer said he did try to clarify that in his  
86 response to the public, in lines 213-215, that the board would consider alternatives and had not  
87 necessarily made a commitment to replacing the book exchange. He asked Dr. Palmer if this  
88 covered the change she had submitted.

89  
90 Dr. Palmer replied that this was fine with her.

91  
92 Mr. Gaffney asked if this meant there was no change.

93  
94 Mr. Mawyer replied yes.

95

96 **Mr. Richardson moved that the board approve the minutes of the previous board meeting**  
97 **with the submitted change made by staff. He was seconded by Dr. Palmer, and the motion**  
98 **passed unanimously (7-0).**  
99

#### 100 **4. RECOGNITION**

101 There were no recognitions.  
102

#### 103 **5. EXECUTIVE DIRECTOR'S REPORT**

104 Mr. Mawyer said June and July were busy months, with almost 6,000 vehicles each month. He  
105 presented a graph showing that on August 19, there were 240 tons that were transferred. He recalled  
106 that a couple years earlier, the average was about 40 tons per day. He said when the new transfer  
107 station was built at the County's request, when Mondays were added as service days, and when the  
108 per-tonnage cost was reduced, the goal was about 90 tons per day. He said during this nine-day  
109 stretch of August 10-19, the transfer station averaged 145 ton/day with a peak day of 240 tons on  
110 August 19 and 191 tons on August 12. He said the measures the board took to increase transfer  
111 tonnage at the transfer station were working.  
112

113 Mr. Mawyer said part of the tonnage was from the Red Hill School where mobile learning trailers  
114 were demolished. He said there was a large disposal from Time Disposal, who brought 71 tons on  
115 August 19. He said the school tonnage (also on August 19) was believed to be about 53 tons. He  
116 said business was good at the Ivy Transfer Station.  
117

118 Mr. Mawyer said the Household Hazardous Waste and Bulk Waste Amnesty Days were successful,  
119 with over 1,500 vehicles visiting on those days. He said they collected 127 tons of household  
120 hazardous waste and bulky waste materials.  
121

122 Mr. Mawyer said he mentioned in his report that they were poised to start accepting credit card  
123 payments at the IMUC in September, and that they were actually ahead of that schedule. He said  
124 they started accepting credit card payments the week prior and were pleased to be able to offer that  
125 option to customers, of which quite a few have used credit cards.  
126

127 Mr. Mawyer said the safety manager obtained a grant for Rivanna from the Virginia Risk Sharing  
128 Association so that they can purchase some safety equipment. He said the Virginia Risk Sharing  
129 Association is Rivanna's property and liability insurance company and that it offers grant programs.  
130

131 Dr. Palmer said she remembered the people in the business telling her, when they first started, was  
132 that it might take two years to get the tonnage up over 100 tons per day. She said clearly, it has  
133 taken less time than that.  
134

135 Dr. Palmer said the other prediction she had heard was that in five years, another transfer station  
136 should be considered for the north side of the County. She said she did not know if that would come  
137 true, and that they have talked in the past for the need for this in the Route 29 area.  
138

139 Dr. Palmer said she has heard that one commercial hauler has been regularly coming twice a week  
140 now, which was interesting.  
141

142 Mr. Mawyer said the permitted maximum is 300 tons per day. He said the 240 tons on August 19  
143 were heading towards that maximum.  
144

145 Mr. Gaffney said hopefully, they would not demolish any more learning centers at schools in the  
146 near future.

147  
148 Dr. Palmer said UVA may do this.

149  
150 Mr. Gaffney said that was true and that they could always put the tonnage over the top.

151  
152 **6. ITEMS FROM THE PUBLIC**

153 Mr. Gaffney opened “Items from the Public.” As there were no speakers, he closed “Items from the  
154 Public.”

155  
156 **7. RESPONSES TO PUBLIC COMMENT**

157 As there were no public comments, there were no responses.

158  
159 **8. CONSENT AGENDA**

160 a. *Staff Report on Finance*

161 b. *Staff Report on Ivy Material Utilization Center/Recycling Operations Update*

162 c. *Amendment of the Bylaws Regarding Monthly Meetings, Contract Authorization, and Approval of*  
163 *the Board Meeting Schedule for Calendar Year 2021*

164 d. *Approval of Flexible Benefits “Cafeteria Plan”*

165  
166 e. *Award of Professional Services Term Contract for Landfill Engineering and Groundwater Services –*  
167 *Arcadis U.S.*

168  
169 f. *Update on Forestry Management Plan Forester’s Report and Prospective Timber Sale, Ivy Material*  
170 *Utilization Center*

171  
172 g. *Employee Handbook Update*

173  
174 **Dr. Palmer moved that the board approve the consent agenda. She was seconded by Mr.**  
175 **Oberdorfer, and the motion passed unanimously (7-0).**

176  
177 **9. OTHER BUSINESS**

178 a. *Presentation: Book Bin Alternatives at McIntire Recycling Center; Phil McKalips, Director of*  
179 *Solid Waste*

180 Mr. McKalips said there had been a book exchange at the McIntire Recycling Center. He  
181 said the old book bin was a metal shipping container with some shelving installed. He said  
182 this allowed people to bring in books when they cleared out their houses, with the idea that  
183 people could take books as they wished and bring books back. He said this was a book  
184 exchange that was free to the public.

185  
186 Mr. McKalips said the shipping container started to deteriorate over the last several years. He  
187 said it was well-used when it was received and had been patched up. He said COVID-19  
188 came along and because they were unable to decontaminate any of the material inside the  
189 container, and due to the nature of the bin itself, it was locked.

190

191 Mr. McKalips presented pictures showing the box from the outside and inside in order to  
192 give the board a sense of how it had been confined without good airflow. He said it was  
193 closed off during COVID-19 and then in June, the Governor started talking about potentially  
194 opening public services. He said Rivanna took a look inside the bin, and the roof had  
195 apparently begun leaking again. He said because the doors were closed, everything was  
196 coated in mold. He said Rivanna looked at this closely and did not think it was salvageable,  
197 and so the book bin was removed.

198  
199 Mr. McKalips said a couple weeks after that, Rivanna received a message Dr. Palmer  
200 referred to earlier from Mr. Corey, who asked that they consider replacing the book bin with  
201 a purpose-built structure that would be staffed. He said during the interchange with Mr.  
202 Corey, he himself committed to presenting some alternatives to the board in terms of both the  
203 replacement of the structure itself and the consideration for staffing.

204  
205 Mr. McKalips said there were four alternatives for replacing the structure. He said one was  
206 the “do-nothing” option, which was the least expensive option and involved focusing  
207 resources on existing public library options such as the Jefferson-Madison Library system.

208  
209 Mr. McKalips said another alternative would be to replace it with another shipping container,  
210 which was what they had before.

211  
212 Mr. McKalips said a third alternative would be to replace it with a moderately customized  
213 affordable shed, such as a Capital Shed (as seen in backyards).

214  
215 Mr. McKalips said the fourth alternative would be to have an architecturally engineered  
216 purpose-built structure.

217  
218 Mr. McKalips said replacing the structure with a used CONEX box was not terribly  
219 expensive, at about \$5,000. He said it would have exactly the same problems that they had  
220 before such as limited airflow, not being designed for the purpose, and with the condition  
221 being dependent upon how hard it was treated in its life up until Rivanna becomes the owner.

222  
223 Mr. McKalips said in terms of the purpose-built shed, he briefly worked on a concept with  
224 Capital Sheds. He presented a picture one possible alternative. He said the benefits were that  
225 it was built to be outside, has low maintenance, and can include windows for better, ample  
226 lighting. He said the idea with two doors on one side is to allow more airflow and perhaps to  
227 allow more than one customer at a time in it. He said it is slightly more expensive (\$9,000)  
228 and due to the demands COVID-19 has placed on the system, there is a lead time to getting  
229 this.

230  
231 Mr. McKalips said the fourth alternative was a flexible option that could be made big or  
232 small. He presented some ideas he found on the internet. He said he reached out to at least  
233 one architect, who said that they could design something for about \$2,000 and then, it would  
234 cost about \$20,000-30,000 to build it. He said this could accommodate things such as social  
235 distancing, better ventilation, and staffing and could be as grand as one would like to make it

236  
237 Mr. McKalips said up until now, the book bin had never been staffed. He said it was  
238 managed by the attendant at McIntire. He said as the use of McIntire has increased and well  
239 over doubled in the last 2-3 years, their ability to actively manage the book bin has gone  
240 down considerably. He said some people take it upon themselves to pick through the book

241 bin and change out old stock. He said Rivanna would periodically go through it and dump  
242 things somewhat arbitrarily, but it was not staffed.

243  
244 Mr. McKalips said three alternatives for staffing were considered, with one being a no-  
245 staffing option. He said another option is a limited one in that the book bin would not  
246 necessarily be staffed at every hour the facility is open, but would be staffed at 40 hours per  
247 week, which would be ample to cover keeping the bin organized, its old stock moving out,  
248 and the new stock moving in.

249  
250 Mr. McKalips said there was also a full-time staffing option, which would be 60 hours a  
251 week during the summer.

252  
253 Mr. McKalips said with the no-staffing option, they would put some standard operating  
254 procedures in so that the book bin would still require some effort. He said staff from Ivy  
255 would come down on a set day, empty out the book bin, and recycle all the old books, which  
256 would at least allow the material to be freshened up and the floor to be kept open and clear  
257 for customers.

258  
259 Mr. McKalips said the limited staffing option was 40 hours per week, with an estimated cost  
260 of about \$50,000 per year. He said this should be ample to keep the book bin tidy, looking  
261 nice, and well-curated.

262  
263 Mr. McKalips said the full-time staffing option would involve more costs, about \$70,000 per  
264 year, as it would include one full-time employee and one part-time employee.

265  
266 Mr. McKalips said he was not recommending replacing the book bin. He said he was not sure  
267 it was the mission of the Rivanna Solid Waste Authority to be in that business of trying to  
268 educate and provide books to the public. He said if the board wished, however, the  
269 recommendation would be to choose the shed replacement because it was at least somewhat  
270 designed to accommodate the need without being expensive. He said if the board desired  
271 staffing, the recommendation would be to choose the limiting staffing option, as 40 hours per  
272 week should be more than adequate to cover the need.

273  
274 Dr. Palmer said her current opinion was that if she were to put money into anything, it would  
275 be the Encore shop. She said she would like to see that shop up and running, and she knew  
276 there were problems in trying to figure out how to do that. She said at least that was open-air  
277 and people could socially distance better.

278  
279 Dr. Palmer said she had a couple comments about the book bin. She said she had sent some  
280 emails to figure out who was taking book donations in the area and found a couple places.  
281 She said there is a charity called Uplift Thrift Store on Concord, off of Allied Street, that is  
282 taking book donations and is interested. She said there are also a couple small, private  
283 booksellers that take donations for resale. She said she asked them where they bring their  
284 extra books that they are not going to put on the shelves, and the answer was the Uplift Thrift  
285 Store.

286  
287 Dr. Palmer said she didn't know if it was appropriate to try to get that information out to the  
288 public. She said she was talking with the SWAAC committee to see if this would be  
289 something they would add to their list of resources they will have on the County website  
290 soon, or if the City wanted to do something similar.

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Dr. Palmer said she did think it was part of the mission in that RSWA is trying to promote reuse, which is part of the Sustainable Materials Management mantra. She said she didn't look at the matter as being out of their purview. She said she would be interested to find out if they ever did go back to having a book bin, perhaps after COVID-19 or when finances are less tight, if it can be smaller and can be placed closer to the mixed paper so that things can be more easily added to that. She asked if Mr. McKalips had considered that.

Dr. Palmer said she also wanted to find out more from Mr. McKalips about the work on the Encore Shop.

Mr. Snook said his basic problem in trying to figure this out was that he was not sure he understood the ecosystem of used books in the area. He said he knows that used books end up being given to the library, and that he picks up a few from time to time on the Corner, by Daedalus Book Shop. He said he knows they go into various used bookstores, and that he wasn't sure how those stores make any money themselves.

Mr. Snook asked how RSWA would know how much of a service they would be providing with this.

Mr. Gaffney said he knew there had been conflict numerous times in the past there and that the police had been called. He asked if the people who were coming to the book bin were looking for themselves or looking for large quantities to sell. He asked if there were staff there, if they would be policing the people coming in as far as how many books they can take, how long they can spend there due to social distancing, etc.

Mr. McKalips replied that the conflicts at the book bin appear to derive mostly from people finding "gems" in the book bin. He said he didn't know if people were trying to resell them or if they were for their own private collections, but that they felt very strongly that they wanted to have a proprietary place or front of the line for whatever came in so that they could get those few nuggets out of the books that came into the system.

Mr. McKalips said some of those people were hanging out there most of the day and were getting to the point of looking in the backs of people's cars while they were being unloaded. He said when there would be more than one of those people trying to do the same thing at the same time, the conflict would erupt, and hard feelings would turn into strong disagreements.

Mr. McKalips said much of this was curbed by putting time limits on the book bin. He said his expectation would be that the staffing would help manage keeping people moving along and would certainly help thwart some of the aggressive behavior early on. He said he didn't know what they could do to try to divert that other than simply keeping people from camping out at the book bin.

Mr. McKalips said with regards to Mr. Snook's question, the ecology or environment of the book bin is that it is a nice place to get books that one doesn't have to worry about losing when traveling, for instance. He said they do receive a lot of material from cleanouts, such as when a parent dies and the kids clean out the house and boxes of books. He said they will bring them over wholesale and set them in the doorway of the book bin. He said they will get a lot of sets of *Encyclopedia Britannica*, for example, or the 1998 version of *Excel for Dummies*. He said they receive a lot of medical books because of the nature of the medical

341 school and medical community in the area, and books that are for physicians' desk reference.  
342 He said they usually receive much older books.  
343

344 Mr. McKalips said the book bin had a fiction section, a non-fiction section, and a research  
345 section. He said it is comprised generally of very old books. He said he didn't think there  
346 were that many "gems" there.  
347

348 Mr. McKalips said as far as relocating the book bin, they could. He said he actually hadn't  
349 considered this, but he supposed there were some advantages to moving it forward, at least  
350 keeping it out of the dark back corner of the site, which could help it from turning into a  
351 dumping ground. He said it was something he would certainly look into.  
352

353 Mr. Mawyer asked if there were any metrics on how many people use the book bin.  
354

355 Mr. McKalips replied there were none. He said anecdotally that there were probably no more  
356 than 50 people per day.  
357

358 Mr. Gaffney asked if it were the same 50 people that come regularly.  
359

360 Mr. McKalips replied yes. He said there are people who recycle regularly, and that there are  
361 some people who just come for the book bin. He said unfortunately, he believed some of  
362 those were also the people they have had problems within the past.  
363

364 Dr. Palmer said she and her husband have used it plenty over the years and that, much to her  
365 anger at times, he would come home with boxes of books from the book bin. She said there  
366 are a lot of people like her who will drop off books and pick some books up. She said she  
367 saw people there all the time when she was using it.  
368

369 Mr. Mawyer said Dr. Palmer had mentioned the Encore Shop, and that RSWA has been  
370 trying to get some information from the Health Department about its recommendations on  
371 how they can have a healthy exchange program like this. He said they are continuing to work  
372 with the Health Department on how they can offer products for other people to take, as well  
373 as the sanitation issues related to that under the COVID-19 environment. He said they would  
374 have to sort out the logistics of the Encore Shop.  
375

376 Dr. Palmer said she believed this was a higher priority than the book bin, and that they  
377 should be investigating other options for people and determining if information about those  
378 options are getting out to the public. She echoed Mr. Snook's comment as far as knowing  
379 what the lay of the land is with used books in the area. She said she did think it was a value  
380 for many, and that at some point, it will be valuable to look into trying to relocate it. She said  
381 at present, she was definitely not interested in spending money to staff it.  
382

383 Mr. Gaffney asked Mr. McKalips if he had looked anywhere outside of their community into  
384 other communities to see what they are doing, and if there could possibly be a City-County  
385 connection that would result in a place that would be easier to get to than the recycling  
386 center.  
387

388 Mr. McKalips replied that he did a Google search to determine if there were any similar  
389 situations, and that he didn't find anything. He said anecdotally, Goodwill has quit taking



390 books. He said the problem of decontaminating a book, under COVID-19, is a concern. He  
391 said he hadn't found a good model to emulate.

392  
393 Mr. Snook asked what the library does with the books they do not sell at their book sale.

394  
395 Mr. Gaffney replied that at the Gordon Avenue book sale, it seemed like those books were  
396 still there the next year. He said hopefully, they were not taking them to the McIntire book  
397 bin.

398  
399 Mr. McKalips replied that he did not know what the library does with their books when they  
400 are retired.

401  
402 Dr. Palmer said she just did a Google search on the Gordon Avenue book sale and that they  
403 were not having their fall sale in 2020. She said they were exploring safe alternatives for  
404 2021 and were not currently accepting donations.

405  
406 Mr. Snook said it may be useful to meet with the library to see if they can figure out what they  
407 would like to see in the way of the entire "ecosystem." He said to a large extent, he suspected  
408 there was overlap between the patrons of the library's sale and those who might come to the  
409 book bin. He said if there were some understanding that if the books that end up at the book bin  
410 are the ones that were not able to be sold by the library, they could then at least understand the  
411 flow of things. He said if they look at it as a systemwide matter not only in terms of RSWA's  
412 system, but how their system interfaces with the library system and used book seller system, as  
413 a whole, it seemed like they should all be talking to each other.

414  
415 Dr. Palmer said the Uplift Thrift Store, which supports a charity, is up the street from the  
416 recycling center, and that it would be interesting to see what they were doing. She said she  
417 simply contacted them via email to see if they were taking donations, and they responded that  
418 they were loving book donations.

419  
420 Mr. Snook asked if the board were to make a decision and then, all of a sudden, the library were  
421 to say they were already planning on doing something similar, it would be a mistake to make a  
422 decision without consultation with those in the business.

423  
424 Dr. Palmer said RSWA had had the book bin there for years. She said as she sees the options on  
425 the screen, she would recommend no replacement at this time, and that they should revisit the  
426 matter next year. She said in the meantime, they could take a look at what the community  
427 options are.

428  
429 Mr. Richardson said if Dr. Palmer were to put that in the form of a motion, he would second that  
430 motion. He said he believed that the COVID-19 pandemic was an obstacle at that time to be  
431 able to figure this out beyond what Dr. Palmer described.

432  
433 **Mr. Richardson moved to adopt Option 1 (no replacement) for the book bin and, at a later**  
434 **date, for staff to be given latitude to coordinate and determine if there is a way for RSWA**  
435 **to dovetail and support the library system. The motion was seconded by Dr. Palmer.**

436  
437 Dr. Palmer reiterated her point that with Sustainable Materials Management, "reuse" is at the  
438 top of the list, so she does consider this to be an important matter for RSWA to consider in the  
439 future.

440  
441 **The motion passed unanimously (7-0).**

442  
443 **At 2:47 p.m., Dr. Richardson moved to recess the regular meeting of the Rivanna Solid**  
444 **Waste Authority and move into a joint session with the Rivanna Water and Sewer**  
445 **Authority. Dr. Palmer seconded the motion, which passed unanimously (7-0).**

446  
447 *b. Presentation: Strategic Plan Update; Katie McIlwee, Communications Manager/Executive*  
448 *Coordinator*

449  
450 *(See meeting minutes from the Rivanna Water and Sewer Authority for the joint session.)*  
451

452 **10. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA**

453 There were no other items.

454  
455 **11. CLOSED MEETING**

456 **At 4:00 p.m., Dr. Palmer moved that the Board of Directors of the Rivanna Solid Waste**  
457 **Authority enter into a joint closed meeting with the Rivanna Water and Sewer Authority**  
458 **Board to discuss confidential personnel matters as permitted by Section 2.2-3711(A)(1) of the**  
459 **Code of Virginia. The motion was seconded by Mr. Stewart and passed unanimously (6-0).**  
460 **(Mr. Snook was absent from the vote.)**

461  
462 After the closed session, Mr. Krueger called the roll for Solid Waste board members. Mr.  
463 Oberdorfer, Dr. Richardson, Mr. Gaffney, Dr. Palmer, Mr. Richardson, and Mr. Stewart each stated  
464 their presence.

465  
466 Mr. Gaffney said the boards had just conducted an annual performance review for their Executive  
467 Director, Mr. Mawyer. He noted that Mr. Mawyer has requested no pay increase because his staff  
468 also had no pay increase, and the boards wanted to honor and appreciate that fact. He said they also  
469 wanted to thank Mr. Mawyer for his leadership in the past year, which has been exemplary not only  
470 through the normal course of business, but through the COVID challenges of running a water and  
471 wastewater treatment authority as well as a solid waste authority.

472  
473 Mr. Gaffney said as a board, they feel extremely grateful to have such leadership at Rivanna and  
474 look forward to another wonderful fiscal year.

475  
476 Mr. O'Connell said it was a great year.

477  
478 Mr. Mawyer thanked the board members.

479  
480 Mr. Krueger said they would need to do a certification for the joint closed meetings before moving  
481 on to other business.

482  
483 **At 4:42 p.m., Dr. Palmer moved to approve the following resolution:**

484  
485 **Whereas the Rivanna Solid Waste Authority has convened a joint closed meeting with the**  
486 **Rivanna Water and Sewer Authority on this date, pursuant to an affirmative recorded vote**  
487 **and in accordance with the provisions of the Virginia Freedom of Information Act; and**  
488 **whereas, Section 2.2-3712(D) of the Code of Virginia requires a certification by the Rivanna**

489 Solid Waste Authority that such closed meeting was conducted in conformity with Virginia  
490 law; now therefore, be it resolved that the Rivanna Solid Waste Authority hereby certifies  
491 that, to the best of each member's knowledge, (1) only public business matters lawfully  
492 exempted from open meeting requirements by Virginia law were discussed in the executive  
493 meeting to which the certification resolution applies, and (2) only such public business matters  
494 as were identified in the motion convening the closed meeting were heard, discussed, or  
495 considered by the Rivanna Solid Waste Authority.  
496

497 The motion was seconded by Mr. Oberdorfer and passed unanimously (6-0). (Mr. Snook was  
498 absent from the vote.)  
499

500 *12. ADJOURNMENT*

501 At 4:43 p.m., Dr. Palmer moved to adjourn the meeting of the Rivanna Solid Waste  
502 Authority. The motion was seconded by Dr. Richardson and passed unanimously (6-0). (Mr.  
503 Snook was absent from the vote.)  
504

505 Respectfully submitted,  
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Mr. Jeff Richardson  
Secretary - Treasurer