



RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 25, 2021

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 25, 2021 at 2:00 p.m. via Zoom.

Board Members Present: Mike Gaffney, Chip Boyles, Lloyd Snook, Dr. Liz Palmer, Jeff Richardson, Lance Stewart, David Brown.

Board Members Absent: None.

Rivanna Staff Present: Bill Mawyer, Lonnie Wood, Phil McKalips, Miranda Baird, John Hull.

Attorney(s) Present: Lori Schweller.

1. CALL TO ORDER

Mr. Gaffney convened the May 25, 2021 regular meeting of the Board of Directors of the Rivanna Solid Waste Authority at 2:00 p.m.

2. STATEMENT FROM THE CHAIR

Mr. Gaffney read the following statement aloud: “Notwithstanding any provision in our Bylaws to the contrary, as permitted under the City of Charlottesville’s Continuity of Government Ordinance adopted on March 25, 2020, Albemarle County’s Continuity of Government Ordinance adopted on April 15th, 2020, and revised effective October 1, 2020 and Chapter 1283 of the 2020 Acts of the Virginia Assembly effective April 24, 2020, we are holding this meeting by real time electronic means with no board member physically present at a single, central location.

“All board members are participating electronically. This meeting is being held pursuant to the second resolution of the City’s Continuity of Government Ordinance and Section 6 of the County’s revised Continuity of Government Ordinance. All board members will identify themselves and state their physical location by electronic means during the roll call which we will hold next.

“I note for the record that the public has real time audio-visual access to this meeting over Zoom as provided in the lawfully posted meeting notice and real time audio access over telephone, which is also contained in the notice. The public is always invited to send questions, comments, and suggestions to the Board through Bill Mawyer, the Authority’s Executive Director, at any time.”

Mr. Gaffney called the roll.

Mr. Chip Boyles said he was located at 605 East Main Street in Charlottesville, VA.

Mr. David Brown said he was located at 305 4th Street Northwest in Charlottesville, VA.

Dr. Liz Palmer said she was located at 2958 Mechum Banks Drive in Charlottesville, VA 22901.

47 Mr. Jeff Richardson said he was located at 401 McIntire Road (the Albemarle County
48 Administration Building) in Charlottesville, VA.

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50 Mr. Lloyd Snook said he was located at 2408 Hillwood Place 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.

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56 Mr. Gaffney said the following Authority staff members were joining the meeting electronically:
57 Bill Mawyer, Phil McKalips, Lonnie Wood, Jennifer Whitaker, John Hull, and Miranda Baird

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59 Mr. Gaffney said they were also joined electronically by Ms. Lori Schweller, Counsel to the
60 Authority.

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62 **3. MINUTES OF PREVIOUS BOARD MEETING**

63 *a. Minutes of the Previous Meeting of the Board on March 23, 2021*

64 **Dr. Palmer moved that the board approve the minutes of the previous board meeting. She**
65 **was seconded by Mr. Richardson, and the motion passed unanimously (7-0). (Mr. Snook and**
66 **Mr. Blair were absent from the vote.)**

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68 **4. RECOGNITION**

69 There were no recognitions.

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71 **5. EXECUTIVE DIRECTOR'S REPORT**

72 Mr. Bill Mawyer, Executive Director, said one could see from the orange graph shown on the
73 screen that in March and April of 2021, the refuse tonnage continued to exceed historical averages.
74 He said they were at 130 to 140 tons per day on average, and they continue to meet their goal of
75 increasing the tonnage through the Ivy Transfer Station.

76
77 Mr. Mawyer said Rivanna just completed Household Hazardous Waste and Bulky Waste Amnesty
78 Days that were held in April in May. He said approximately 1,700 vehicles came to Ivy with e-
79 waste, furniture, mattresses, appliances, tires, and other household hazardous waste items. He said
80 they collected about 26 tons of products, as well as several tractor trailer loads of e-waste items,
81 making for another very positive event.

82
83 Mr. Mawyer said Rivanna expanded its recycling program to oyster shell recycling in 2020, with a
84 container being at McIntire Recycling Center for about one year. He said they took all the shells to
85 Ivy and let them cure in the sun to get cleaned by nature. He said in April, volunteers from RSWA
86 as well as from the Virginia Oyster Shell Recycling Program filled 210 bags of shells and shipped
87 them to the VCU Rice Rivers Center, where they received the oyster shells to put back into the bay.
88 He said it is calculated that this number of shells will filter over 31 billion gallons of water in one
89 year after they mature. He said this is another great addition to the recycling program.

90
91 Mr. Mawyer said 60% of RSWA staff had requested COVID vaccinations, and 100% of that group
92 have received vaccinations. He said they have therefore moved into an optional wearing of masks at
93 work, in accordance with CDC guidelines.

94
95 Mr. Mawyer said that under Rivanna's strategic plan goal of infrastructure and master planning,
96 they have completed a landfill cell restoration project where there was settlement on one of the

97 cells, as shown in the picture on the screen. He said they had to dig it up and replace the geofabric,
98 then regrade the cell. He said similarly, as shown in another photo, there is a pond in which Rivanna
99 has been storing water. He said originally, it was intended to irrigate the landfill cells when they
100 were built. He said they do not need that much water stored there now, and it was a regulated dam
101 structure. He said they are reducing the dam to make it and the pond smaller so that it is not a
102 regulated facility.

103
104 Mr. Mawyer said they are also working on the Keene Convenience Center design at the request of
105 the County and will likely go to construction in early calendar year 2022, if not late 2021.

106
107 Mr. Mawyer said Mr. Phil McKalips, Solid Waste Manager, gave a virtual tour for several
108 kindergarten classes from Meriweather Lewis Elementary School. He expressed his hope that more
109 tours would be given soon as the pandemic ends.

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111 Dr. Palmer asked if with the increase in tonnage, they are seeing any more commercial hauler
112 companies coming in, or if much of this is made up of the same companies that have been doing
113 this.

114
115 Mr. McKalips replied that they have started to see some new roll-off companies, both full-sized
116 (such as Cavalier Container) as well as some smaller ones (such as Happy Little Dumpster). He said
117 he has started to see more traffic from new haulers like these, but he has not actually surveyed and
118 gotten an accounting of who they all are or what their tonnages are in a month, week, etc.

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120 Dr. Palmer asked Mr. McKalips if he believed any of those were entirely new businesses or
121 container businesses that were around prior and are just starting to use Ivy instead of the Zion
122 Crossroads site.

123
124 Mr. McKalips replied that he could not answer this definitively, though especially with the smaller
125 roll-offs, because their equipment is so new, he believes they are new companies.

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127 Dr. Palmer said if Mr. McKalips did have a chance to assess this over the next few months, she
128 thinks this will be interesting to know, with the reason of being able to match the tipping fee of the
129 other areas to hopefully stimulate more business while trying to encourage new haulers to come into
130 the business. She said it would be nice to know this information.

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132 **6. ITEMS FROM THE PUBLIC**

133 There were no items from the public.

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135 **7. RESPONSES TO PUBLIC COMMENT**

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

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138 **8. CONSENT AGENDA**

139 *a. Staff Report on Finance*

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

141 *c. FY 22 Personnel Management Plan Update*

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143 *d. FY 22 Pay Scale Adjustment*

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145 *e. FY 22 Holiday Schedule*

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

9. OTHER BUSINESS

a. Presentation and Public Hearing: Approval of FY 2021-2022 Budget and Tipping Fees; Bill Mawyer, Executive Director

Mr. Mawyer said that in March, he had reviewed in detail the proposed budget for the Solid Waste Authority for the upcoming year. He said he wanted to do a cursory review and ask the board to have a public hearing, followed by approval of the budget.

Mr. Mawyer said the budget foreseen for the coming year, starting in July, is \$5.4 million. He said they have a projected 5.5% increase in expenses and a projected 7% increase in revenues, making a net 4.2% increase in the overall budget. He said the County contribution is estimated to be about \$2.27 million, while the City's contribution is estimated to be \$499,000. He said UVA has a fixed contribution through 2035 of \$79,982.

Mr. Mawyer said looking ahead, they are working on the Keene Convenience Center, which will be an exciting project to complete in the coming year. He said they will begin the Vegetated Buffer Management Program around the Ivy facility as they selectively harvest some trees and promote the continued growth of that buffer while generating some revenue for RSWA. He said they will be exploring sustainability opportunities and, as the board has heard, a solar program has been proposed by a vendor, which is working its way through the County approval process to install solar cells at Ivy.

Mr. Mawyer said they are looking for opportunities to expand their glass recycling, plastic reduction and compost programs. He said this is on the heels of the Governor's Executive Order 77, which is to reduce plastic pollution and solid waste and in which he is telling state agencies, including universities, that they can no longer purchase or use disposable plastic bags, single-use plastic, polystyrene food service containers, straws, cutlery, and single-use plastic water bottles. He said Rivanna is looking at the market and monitoring UVA and others to see how it may affect them. He said they think it may create a higher demand for their compost program, as compostable utensils, plates, and bags begin to be used rather than plastic.

Mr. Mawyer said the programs they have from a cost center perspective include Ivy operations, at \$724,000. He said the largest component of the budget is the Ivy Transfer Program, at \$2.6 million. He said recycling has an expense of about \$746,000. He said the Ivy Convenience Center has an expense of about \$314,000. He said the environmental program to maintain the existing closed cells, as well as air, water, and ground programs, has a budget of just over \$1 million.

Mr. Mawyer said when allocating the costs for these five programs, the summary is that the City allocation is estimated to be \$499,099. He said the County would be supporting these programs with a contribution of \$2.27 million. He said UVA will contribute \$79,982.

Mr. Mawyer said included in the programs are strategic investments in infrastructure in that they are increasing depreciation of the buildings and equipment so that they have funding to replace those items in the future. He said they are asking for two additional positions, one being an operator attendant to do grounds maintenance primarily at Ivy. He said they used to have a nice arrangement with a farmer where he would mow the cells in the fields, and he received the hay; however, he will no longer be working with Rivanna on that program, so they feel they will have to hire someone. He said they have looked at contracting this out and believe it will be more cost effective to do it themselves.

Mr. Mawyer said they also need another driver/equipment operator in the transfer station. He said he had started the meeting by talking about the growth of the transfer operation and the number of tons, so this is

199 a staffing adjustment from when they started several years ago by adding one position that will help with
200 transfer and other programs at Ivy.

201
202 Mr. Mawyer said there are relatively minor health care cost increases, and they have proposed a 2% merit
203 pool to a total cost of \$20,000 for staff members in the RSWA. He said they are not proposing any change
204 in the tip fees compared to current fees at Ivy.

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206 Mr. Mawyer said that in summary, the budget is proposed to be \$5.4 million, which will be a net 4%
207 increase above last year, after revenues. He said the County contribution is \$2.27 million, the City's
208 contribution is just over \$499,000, and UVA will contribute \$79,982.

209
210 Mr. Mawyer presented the resolution that had been advertised in the newspaper on April 28 and May 5
211 for the tip fees at Ivy. He reminded the board that the tip fees were not changed from last year and likely
212 from the year before it, also. He said if there were no questions, he would ask that the board conduct a
213 public hearing, then take a vote on the resolution.

214
215 Dr. Palmer referenced mention of the grounds maintenance position for Ivy MUC and looking into
216 contracting, which was not a good option and that Rivanna believed they could do it better themselves.
217 She asked if they looked into trying to find another local person to mow it for the hay, or if this was
218 something they did not want to do again.

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220 Mr. Mawyer asked Mr. McKalips if there had been interest from anyone else.

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222 Mr. McKalips replied that they did look around, and they asked the son and grandson of the gentleman
223 who used to do it before (who passed away) if they wanted to do it, as they are still in farming, but neither
224 did. He said they knew of one company who may be interested, and Rivanna spoke with the company, but
225 they could not commit to doing anything within DEQ compliance requirements.

226
227 Mr. Snook said he had a question that was not budget-related but was triggered by something Mr.
228 Mawyer mentioned. He said there was talk about the plastics recycling issues and asked if there was any
229 move to be able to recycle plastics #3, 4, 5, etc.

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231 Mr. Mawyer replied that he had not heard of any. He said the China effect was still in play in that they are
232 limiting what products they accept, which is very few. He asked Mr. McKalips if he had heard of any
233 changes in plastics recycling expansion.

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235 Mr. McKalips replied that he had not heard of this in the area. He said the next plastic they would expect
236 to see movement on would be #5, polypropylene, and this still is not being segregated by the contractor.

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238 Mr. Mawyer said that in July, he would give the board an update on the recycling program and facilities
239 to address this type of question of what products they see coming in the future or being changed.

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241 Mr. Gaffney opened the meeting for the public hearing on the proposed budget and tipping fees for FY
242 21-22. Hearing no public comments, he closed the public section of the meeting and returned to the board
243 for further comments before making a resolution. There were no comments or questions.

244
245 **Dr. Palmer moved that the board approve the Rivanna Solid Waste Authority budget and tipping**
246 **fees for FY 22. The motion was seconded by Mr. Snook and passed unanimously (7-0).**

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

249 There were none.

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254 **11. CLOSED MEETING**

255 There was no closed meeting.

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257 **12. ADJOURNMENT**

258 At 2:22 p.m., Mr. Snook moved to adjourn the meeting of the Rivanna Solid Waste Authority.

259 The motion was seconded by Dr. Palmer and passed unanimously (7-0).

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261 Respectfully submitted,

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Mr. Jeff Richardson
Secretary - Treasurer