



RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 23, 2017

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 23, 2017 at 2:00 p.m. in the 2nd floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

Board Members Present: Mr. Mike Gaffney – Chair, presiding, Ms. Kathy Galvin, Mr. Maurice Jones, Mr. Paul Oberdorfer, Dr. Liz Palmer and Mr. Trevor Henry.

Board Members Absent: Mr. Doug Walker.

Staff Present: Mr. Mark Brownlee, Mr. Tim Castillo, Ms. Victoria Fort, Dr. Richard Gullick, Ms. Teri Kent, Mr. Bill Mawyer, Ms. Betsy Nemeth, Ms. Cindy Polaro, Ms. Jennifer Whitaker and Mr. Lonnie Wood.

Also Present: Mr. Kurt Krueger, RWSA counsel; members of the public; and media representatives.

1.0 Call to Order

A regular meeting of the RSWA Board of Directors was called to order by Mr. Gaffney on Tuesday, May 23, 2017 at 2:02 p.m., and he noted that a quorum was present.

2.0 Minutes of Previous Board Meeting

a) *Minutes of the Regular Meeting of the Board on April 25, 2017*

Mr. Gaffney asked if there were any changes or comments to the minutes. There were none provided.

Dr. Palmer moved to approve the minutes of April 25, 2017 as presented. Ms. Galvin seconded the motion, which passed 5-0. Mr. Jones had not yet arrived and was absent from the vote. Mr. Walker was absent from the meeting and the vote.

3.0 Recognition

There were no recognitions presented.

4.0 Executive Director's Report

Mr. Mawyer reported that Rivanna continues to work on the new Ivy Transfer Station design, which was in review by the County, with a goal of advertising for bids in June and presentation of the project to the RSWA Board in August for construction contract award.

45 Mr. Mawyer stated that Mr. Brownlee and his staff at the landfill had another successful spring
46 Household Hazardous Waste and Bulky Waste Amnesty Days event, with 734 vehicles coming
47 through the HHW program, 10 businesses coming through the commercial program, and 30,000
48 pounds of furniture and mattresses collected in two days. Mr. Mawyer noted that Rivanna does not
49 have tonnage figures yet, but for household appliances and tires, there were 153 vehicles coming
50 through to bring an item or items.

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52 Mr. Jones asked how this compared to previous years.

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54 Mr. Brownlee responded that it was very comparable except for the tire day, which was the lightest
55 he had ever seen.

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57 Mr. Mawyer stated that staff would compile statistics from previous years and would present it to
58 the Board at their June meeting.

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60 Dr. Palmer asked if Rivanna had advertised the tire day any differently this time.

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62 Ms. Kent responded that Rivanna had experimented with TV advertising in the previous year, but
63 did not find any value in that, so the normal advertising venues were utilized.

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65 Mr. Mawyer reported that staff had reported to the Board in April on a solar energy project being
66 considered for the Ivy Landfill, and RSWA is moving forward with interviews with a few firms
67 that had submitted proposals – with Mr. Henry and Mr. Oberdorfer helping on that committee. Mr.
68 Mawyer noted that if RSWA decides there is a viable proposal, it will be presented to the Board
69 in the near future, as early as June if possible.

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71 Mr. Mawyer stated that Rivanna was also moving forward with a strategic plan, with a consultant
72 being selected to assist in that effort and negotiations underway with two firms. He noted that Mr.
73 Gaffney sat on the selection committee to help select the top two candidate firms, out of six that
74 applied.

75

76 Mr. Jones asked if the strategic plan workshops were scheduled to be held in July, and what they
77 would entail.

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79 Mr. Mawyer responded that they could possibly begin in June, depending on how the process
80 unfolds. He explained that he was not entirely sure yet what they would entail, as the different
81 consultants had different approaches, but there would be workshops with the Rivanna Board, staff,
82 and with both combined. Mr. Mawyer stated there would likely be some independent workshops,
83 and there could be work session as part of a joint RSWA/RWSA Board meeting, if the Boards
84 were so inclined, in an effort to streamline the process and promote efficiency. He stated that one
85 consultant recommended that the Board was not with the staff at all of the meetings, so that people
86 would feel free to express themselves, and then they would come together and meet jointly. Mr.
87 Mawyer noted that he would need to work with Mr. Krueger on the public meeting requirements,
88 given that there would be more than two Board members present.

89

90 Dr. Palmer commented that she would hate to think that this would be a barrier for them all getting
91 together.

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93 Mr. Mawyer responded that it wouldn't, but Rivanna would need to advertise it as a public
94 meeting, with minutes taken, and other requirements met.

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96 Mr. Gaffney mentioned that one firm had suggested that the Board have a two-day retreat, and he
97 told them that they did not have time for that, with the maximum being a half-day.

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99 **5.0 Items from the Public**

100 There were no items from the public presented.

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102 **6.0 Responses to Public Comments – No Responses This Month**

103 There were no responses to public comments from the April meeting.

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105 **7.0 Consent Agenda**

106 *a) Staff Report on Finance*

107 *b) Staff Report on Ivy Material Utilization Center/Recycling Operations Update*

108 *c) Staff Report on Ivy Landfill Environmental Status*

109 *d) Approval of Personnel and Personnel Manual Changes*

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111 **Dr. Palmer moved to approve the Consent Agenda as presented. Mr. Jones seconded the**
112 **motion, which passed 6-0. Mr. Walker was absent from the meeting and the vote.**

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114 **8.0 Other Business**

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116 *a) Proposed FY2017-2018 Operating Budget and Rate Schedule*

117 Mr. Mawyer reported that staff had introduced this item to the Board in April and presented the
118 details of the proposed budget, and today was an opportunity to have the public hearing and adopt
119 the budget. He stated that the proposed solid waste budget had revenues of about \$1.3 million and
120 expenses at \$2.6 million, with the difference funded by local support from the City and the County,
121 as well as using cash reserves from the Authority. Mr. Mawyer noted this represented what is
122 perceived to be a growing economy that would likely see more revenues and more expenses in the
123 coming year, with the new compost program – funded by the University of Virginia – adding to
124 both sides. Mr. Mawyer reported that on April 30 and May 7, staff had advertised the proposed
125 rates for FY2017-2018 tipping fees, of which none had increased, with no public comments
126 received on the rates.

127

128 Mr. Henry asked if the CIP seemed to be frontloaded to 2018, with a few expenses in 2019 and
129 2022, and he wondered how Rivanna projects came into the CIP – as he was more familiar with
130 Albemarle County's process.

131

132 Mr. Mawyer responded that RWSA only had one solid waste project – the transfer station.

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134 Mr. Henry stated that he was thinking of work pending over the next five years as part of a master
135 planning effort.

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137 Mr. Mawyer explained that Rivanna does planning in the fall prior to the upcoming budget year,
138 so Mr. Brownlee or the engineering department would bring projects forward, such as a regulatory
139 issue requiring new measures due to permitting issues. He noted that this was the case with the
140 transfer station, as it no longer met requirements and had to be modified. Mr. Mawyer stated that
141 Rivanna started that planning process in the summer and fall, with the CIP budget presented to the
142 Board in February or March.

143
144 Mr. Henry asked if the timing for next year reflected the strategic plan work and anything coming
145 out of that process this fall.

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147 Mr. Mawyer responded that Rivanna tries to follow that timeline in the process, as the strategic
148 plan was proposed to last six months, and Rivanna would also take into account what the consultant
149 recommended. He stated that the hope is that it would dovetail into the process, with part of the
150 strategy being to get the strategic plan done before the CIP is finalized and brought to the Board.
151 Mr. Mawyer added that if the strategic planning stretches into May and June, it would be a bit late
152 for the CIP, but staff would know what the strategic plan was envisioning – so it could be integrated
153 as much as possible into the CIP.

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155 Mr. Gaffney asked if the remediation that's already planned out would not require CIP funding,
156 providing there are no glitches.

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158 Mr. Mawyer confirmed this, stating that Rivanna continues to monitor it with air and groundwater
159 monitoring, and there are funds in the budget for the environmental program, so while there are
160 expenses, there were no CIP projects required or planned at this time. He noted that there was
161 \$300K in the budget to replace the methane flare for the upcoming fiscal year.

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163 *b) Public Hearing and Adoption of FY2017-2018 Operating Budget and Rate Schedule*

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165 Mr. Gaffney opened the public hearing for adoption of the FY2018-2018 Operating Budget and
166 Rate Schedule.

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168 There being no speakers from the public, he closed the public hearing and asked for questions and
169 comments from the Board prior to their vote. There were none.

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171 **Mr. Jones moved to adopt the RSWA FY2017-2018 Operating Budget as presented. Mr.**
172 **Henry seconded the motion, which passed 6-0. Mr. Walker was absent from the meeting and**
173 **the vote.**

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175 **Mr. Jones moved to adopt the RSWA FY2017-2018 Rate Resolution. Ms. Galvin seconded**
176 **the motion, which passed 6-0. Mr. Walker was absent from the meeting and the vote.**

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179 **9.0 Other Items from Board/Staff not on Agenda**

180 Dr. Palmer commented that two hours was not always long enough for a strategic planning process,
181 and depending what the consultant suggest, she would be inclined to leave it open for something

182 like three hours or a half-day, but something less than two days. She stated that there were several
183 items she wanted them to address in the strategic plan, and she did not want them to cut themselves
184 short on time.

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186 Ms. Galvin agreed.

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188 Mr. Gaffney stated that there was a lot more than a couple hours, and he figured if he advocated
189 for that, they would end up at a half-day.

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191 Dr. Palmer mentioned that the Board had talked in April about expanding the hours at McIntire,
192 and the Long-Range Solid Waste Planning Committee had been evaluating that possibility, with a
193 recommendation coming forward to the Board of Supervisors. Dr. Palmer stated that the committee
194 collected the information that Rivanna had, as well as information responding to Mr. Jones’
195 request, and their report was currently being reviewed by the County Attorney’s office, then would
196 be released. She stated that she would like to send it to the RSWA Board and could be shared with
197 City Council, with the Board of Supervisors considering – and hopefully approving it – it as part
198 of their Consent Agenda on one of their June meetings. Dr. Palmer noted that Mr. Mawyer has
199 indicated the hours could be extended as early as July, if the plan is approved.

200
201 Mr. Henry reported that Albemarle County Police and Martha Jefferson Hospital had teamed to
202 do a pill takeback day on April 29, with a total of 1,084 pounds of material collected from 413
203 vehicles, 37 bags – and of that weight, 362 pounds were “sharps.” He stated that the Solid Waste
204 Advisory Committee at the County was working with the police to try to increase the frequency
205 of that process, which is currently semi-annual. Mr. Henry commented that this reflects the need
206 to have this type of event out in the region.

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208 Dr. Palmer asked if they had not done the event in 2016.

209
210 Mr. Henry responded that they may have skipped the event in the fall.

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212 Dr. Palmer commented that there is a need in the community for this, when considering the
213 difficulty in getting rid of controlled substances.

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215 Ms. Galvin asked Mr. Jones to explain the relationship between the County and City police
216 departments in this regard.

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218 Mr. Jones responded that there were discussions currently underway between the two departments,
219 and he would provide feedback as soon as he knew more.

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221 Ms. Galvin asked if there had been longitudinal reporting or if this was the first time the tonnage
222 had been measured.

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224 Dr. Palmer responded that they had skipped it for at least last fall and as much as two years, but
225 the police department has maintained those statistics.

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227 Mr. Henry stated that he would find out whether it had been tracked.

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Ms. Galvin noted that they could certainly track it in the future.

Mr. Henry stated that this report was in response to some questions that the Solid Waste Advisory Committee had asked the police. He noted there were grant programs available in some localities, with a lockbox where people could deposit pharmaceuticals at any time, and the Solid Waste Advisory Committee was trying to foster that approach but was getting a bit of pushback – so they were at least trying to see if they could increase the frequency of collections.

Dr. Palmer noted that the pushback was related to staffing and the necessary inventorying required for acceptance of controlled substances, so the police have stated that it's easier to have a takeback day because they don't have to inventory and can take it directly to the incinerator disposal site.

Ms. Galvin suggested that this was because they were law enforcement and didn't have to inventory it.

Dr. Palmer responded that she wasn't sure about specific state laws pertaining to this, but if the police were just picking it up and taking it to the incinerator, they did not have to log and inventory the material.

10.0 Adjournment

Dr. Palmer moved to adjourn the meeting. Ms. Galvin seconded the motion, which passed 6-0. Mr. Walker was absent from the meeting and the vote.

There being no further business, the RSWA Board adjourned their meeting at 2:22 p.m.