



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

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RSWA BOARD OF DIRECTORS
Board Meeting Minutes
November 15, 2016 – 2:00 p.m.

A meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, November 15, 2016 at 2:00 p.m. in the 2nd floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

RSWA Board Members Present: Mr. Tom Foley, Mr. Mike Gaffney – Chair, presiding, Ms. Kathy Galvin, Mr. Trevor Henry, Mr. Maurice Jones, Ms. Judith Mueller and Dr. Liz Palmer.

Board Members Absent: None.

Staff Present: Mr. Bill Mawyer, Mr. Mark Brownlee, Mr. Tim Castillo, Mr. Jay Cobb, Mr. Horace Gibson, Mr. Richard Gullick, Ms. Teri Kent, 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

Mr. Gaffney called the RSWA Board meeting to order at 2:03 p.m.

2.0 Minutes of Previous Board Meeting

- a) *Minutes of the Regular Meeting of the Board on August 23, 2016*
- b) *Special Meeting Minutes August 15th, 2016*
- c) *Special Meeting August 15th, 2016 – Galvin Certification Confirmation*
- d) *Special Meeting Minutes September 22, 2016*
- d) *Special Meeting Minutes September 30, 2016*
- e) *Special Meeting Minutes October 25, 2016*

Mr. Gaffney asked if there were any changes or comments to the minutes.

Mr. Jones moved to approve the minutes as presented. Dr. Palmer seconded the motion, which passed by a vote of 7-0.

3.0 Recognition – Retirement and Recognition of Horace Gibson

Mr. Gaffney read a Resolution of Appreciation for Horace Gibson as follows:

44 WHEREAS, Mr. Gibson has served as an Equipment Operator for the Rivanna Solid Waste
45 Authority since October, 2003; and WHEREAS, over the same period in excess of 13 years, Mr.
46 Gibson has demonstrated leadership in his field and has been a valuable resource to the Authority
47 and its employees; and

48
49 WHEREAS, Mr. Gibson’s understanding of the Authority’s operation and dedication and loyalty
50 to the Authority has positively impacted the Authority, its customers and its employees; and

51
52 WHEREAS, the Rivanna Solid Waste Authority Board of Directors is most grateful for the
53 professional and personal contributions Mr. Gibson has provided to the Rivanna Solid Waste
54 Authority and to its customers and its employees;

55
56 NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority Board of
57 Directors recognizes, thanks and commends Mr. Gibson for his distinguished service, efforts and
58 achievements as a member of the Rivanna Solid Waste Authority, and presents this Resolution as
59 a token of esteem, with its best wishes in his retirement.

60
61 BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the
62 Rivanna Solid Waste Authority.

63
64 **Ms. Mueller moved to adopt the resolution as presented. Dr. Palmer seconded the motion,**
65 **which passed by a vote of 7-0.**

66
67 **3.0 Executive Director’s Report**
68 Mr. Mawyer stated that it had been a good two weeks with Rivanna, with a warm welcome from
69 staff and the community. He reported that Rivanna had held an appreciation luncheon at Michie
70 Tavern on November 2, with Ms. Galvin attending the event. Mr. Mawyer introduced David
71 Rhoades, the new assistant manager at the Ivy Material Utilization Center, having previous local
72 experience with Van der Linde Recycling and BFI.

73
74 **4.0 Items from the Public**
75 There were none presented.

76
77 **6.0 Responses to Public Comments – No Responses This Month**
78 There were no responses to public comments this month.

79
80 **7.0 Consent Agenda**
81
82 *a) Staff Report on Finance*
83 *b) Staff Report on Ivy Material Utilization Center and Operations*
84 *c) Staff Report on Ivy Landfill Environmental Status*
85 *d) FOIA Policy*
86 *e) Board Meeting 2017 Schedule*

87
88 Mr. Mawyer stated that the November 2017 board meeting would actually be the second Tuesday
89 of the month – not the third as stated.

90
91 **Dr. Palmer moved to approve the Consent Agenda as presented. Mr. Jones seconded the**
92 **motion, which passed by a vote of 7-0.**

93
94 **8.0 Other Business**

95
96 *a) Food Waste Composting Initiative at McIntire Recycling*

97 Ms. Kent reported that Rivanna has been operating a food waste composting program at McIntire
98 during 2016, and thus far the operation has collected 14.4 tons of food waste this year – at a cost
99 of approximately \$4,420 – with 9,000 complimentary bags distributed to the public, bringing the
100 total program cost to about \$5,000. Ms. Kent said that the cost per ton averages out to \$364.58,
101 and she stated that there has been a lot of positive feedback from the public on the program. She
102 noted that the program remains in the budget until June 30, 2017, and staff recommends continuing
103 the program at McIntire.

104
105 Mr. Gaffney asked how the closure of Black Bear Composting would affect the program.

106
107 Ms. Kent responded that the vendor for the McIntire program is NOPE, a company based out of
108 Richmond, and they have indicated that they would use the Waverly-based McGill Company to
109 take food waste and convert it into compost. She confirmed that the fees would be the same.

110
111 Dr. Palmer asked if the composting process was different for food versus sludge, noting that it is
112 traveling a long way and it would be good if a local company could make it work. She stated that
113 the institutional users of Black Bear were not going to use NOPE because their process “drips,”
114 and they were having trouble figuring out what to do – with UVA still seeking a solution, having
115 discussed with Mark Brownlee the possibility of storing it temporarily.

116
117 Mr. Brownlee clarified that a decision had not been made yet in terms of storing it at Ivy, and he
118 was not aware of any further progress beyond plans to store it.

119
120 Mr. Wood stated that he had met with UVA representatives the previous week, and they decided
121 to reconvene to discuss possibilities. He said that UVA is seeking a short-term solution until they
122 can find a long-term solution, and one option discussed has been a storage facility at Ivy – but
123 there are concerns about odors, attraction of animals, and other issues.

124
125 Ms. Mueller asked if they knew how long DEQ would allow them to store at Ivy, because they
126 would not just let it sit there.

127
128 Mr. Wood responded that they have not yet talked to DEQ because they were not certain that
129 would be their approach.

130
131 Dr. Palmer noted that Jesse Warren of UVA had said a maximum of 7-10 days.

132
133 Ms. Mueller commented that they needed to get a definite answer from DEQ before a decision is
134 made.

135
136 Dr. Palmer asked for confirmation that Rivanna no longer had a permit to compost at Ivy.
137
138 Mr. Wood responded that this was correct.
139
140 Mr. Krueger asked for clarification that the staff recommendation is to extend the program through
141 the fiscal year or calendar year.
142
143 Mr. Wood responded that the recommendation is for the fiscal year, with the budget including
144 funds for the program.
145
146 Mr. Foley asked if staff had any concern about the costs for the composting program going
147 forward, depending on who provided the service.
148
149 Mr. Gaffney noted that he recalled that the projected cost was higher.
150
151 Dr. Palmer agreed that it was, stating that the quote was per cart – so it has great potential to be a
152 very high cost if it became very popular.
153
154 Mr. Brownlee stated that they would need to keep better track of the number of carts at a cost of
155 \$50 per cart at pick up – whether they are empty or full, and once they got that information it
156 would better clarify the actual cost. He explained that the company charges by capacity, and he
157 reduced the number of carts from 10 to 6, and those were now maxed out.
158
159 Mr. Mawyer said that when they look at the alternatives, cost would be a definite issue as to what
160 staff brings back to the Board.
161
162 Ms. Galvin noted that the Board had talked about wanting tracking and trending information to
163 see if costs went up or down based on usage, differentiating between volume and cost per unit.
164
165 Dr. Palmer stated that she was concerned about the cost per pound, but would love to see what
166 UVA ends up doing with it. She emphasized that one of the problems with Black Bear was that
167 there were not enough institutional and municipal users, and if Rivanna drops the program in its
168 infancy without trying to grow it, they will never get to a place where someone makes a living
169 with it. Dr. Palmer added that the city has been very proactive, and she was also interested in seeing
170 how the community continued to respond to the program.
171
172 Ms. Galvin agreed that building up the number of clients as regular users would provide some
173 stability to the program.
174
175 **Dr. Palmer moved to approve staff’s recommendation to continue the composting program**
176 **through the fiscal year. Ms. Galvin seconded the motion, which passed by a vote of 7-0.**
177
178 Ms. Mueller commented that it was important that they continue to track the usage and trends, as
179 it was especially important to gauge the impact of the City Market.
180

181 *b) Update on New Transfer Station*

182 Mr. Mawyer stated that he would present this item in Mr. McKalips' place, and presented an image
183 of the transfer station in Henrico County, which was completed in 2014. Mr. Mawyer reported that
184 Draper Aden was the design engineer and Southwood Builders built the facility, which is 18,600
185 square feet, at a cost of \$2.2 million. He noted that several Rivanna staff members and a county
186 representative would be visiting the facility the following day and talk with the Henrico facility
187 staff to evaluate the pros and cons.

188

189 Dr. Palmer asked if the facility was built on a landfill site or a greenfield site.

190

191 Mr. Mawyer responded that it was an old landfill site but is not on a cell, with an open public use
192 facility in the same area, including a convenience center and recycling.

193

194 Mr. Mawyer reported that very little had changed with the New Ivy Transfer Station since the
195 County selected Draper Aden's option two, with the facility decreasing slightly from 11,800 square
196 feet to 11,600 square feet and a minor modification to the tunnel width where the refuse trailer
197 enters and is loaded. He added that it continues to be a top-load tunnel whereby refuse is dropped
198 into the transfer trailers, with design capacity for 50 tons per day. Mr. Mawyer stated that the tag-
199 a-bag and recycling facilities remain to the east of the site, not in the transfer facility itself, but
200 there is a 2,500 square foot area within the transfer site allocated for waste segregation and future
201 recycling should the county decide to use it. He noted that they have also changed the access path
202 and removed the scales that were going to sit under the refuse trailer, using the existing scales
203 where vehicles come in and out of the landfill instead. Mr. Mawyer stated that he would revisit
204 with staff the plan to have siding only on the back wall, which was proposed for cost and
205 ventilation reasons, because of concerns he has related to trash blowing and weather impact to the
206 operations.

207

208 Mr. Mawyer referenced the location of the facility off of Dick Woods Road, noting the location of
209 the scale house and new access road and pointing out where residents would enter. He explained
210 that users would dump their refuse on the floor of the facility's drop area, with staff and their
211 tractors pushing it over to the tunnel. Mr. Mawyer stated that commercial users would follow a
212 different path and drive into the facility, pulling forward then backing up into lanes, then dumping
213 their refuse into the push wall. He noted the change for drive-through access rather than having
214 large trucks trying to back in, with only minor backing up once they get inside. Mr. Mawyer stated
215 that this part of the facility is 10,000 square feet, and said there would be no scale in the tunnel –
216 with cars being weighed before and after entering the tunnel. He said that the other option is to
217 bring tractors in that have a scale on the bucket, and measuring trash before it goes into the facility.

218

219 Dr. Palmer commented that she thought they had gotten rid of the push wall.

220

221 Mr. Wood and Mr. Mawyer confirmed that there are push walls just on the wings of the facility.

222

223 Mr. Henry asked for confirmation that the new road was not on the cell.

224

225 Mr. Mawyer confirmed that the road was further to the north and was not on the cell, as earlier
226 schematics had shown.

227
228 Mr. Foley noted that the reason for that question was that the county is assuming additional liability
229 for the site and needed assurance – because it was an old landfill – that there was no runoff that
230 would affect any of the cells or surrounding areas.
231
232 Mr. Mawyer explained that the storm water was draining into a few new storm water facilities that
233 flow into the existing facility, so the only new ones are internal to the site.
234
235 Mr. Mawyer demonstrated on a schematic how the ingress and egress to the site would flow, and
236 noted the elevations to the north, west and east – with those walls open and only the south side
237 having a complete wall. He stated that the building is a prefab Butler building on a concrete slab.
238
239 Mr. Mawyer reported that Rivanna conducted community outreach with the county in September
240 and met with the Solid Waste Advisory Committee in August, and submitted a plan to the County
241 Planning Department on November 1. He stated that they are working with the engineer on his
242 design fees as well as the construction estimate, and would be visiting with Henrico to help
243 establish an estimate for a three-wall facility versus a one-wall facility. Mr. Mawyer said that staff
244 would bring that discussion back and then work to finalize the design, noting that there is a plan
245 to present this to the Board of Supervisors on December 7. After that time, he said, they would
246 move forward to design, with bidding slated for early fall and completion of the facility by the end
247 of 2018.
248
249 Mr. Gaffney asked if this was ahead of the schedule they gave DEQ.
250
251 Mr. Mawyer responded that it was on schedule.
252
253 Dr. Palmer noted that the longest part of the timeframe was working with County Planning.
254
255 Mr. Foley commented that he hoped they could accelerate that somewhat.
256
257 Mr. Mawyer stated that if the engineer does a good job with design, it could speed that up.
258
259 Mr. Foley noted that they would be revisiting the design fees.
260
261 Mr. Mawyer responded that they have a conference call with SCS to discuss the design fees.
262
263 Mr. Foley said that going to three walls instead of one would also impact cost, so the idea here
264 was to shift things around and still stay within budget.
265
266 Mr. Mawyer stated that they would also examine the cost of three walls and would certainly want
267 to take the right approach.
268
269 Mr. Foley and Dr. Palmer mentioned that the RSWA Board had not discussed the walls.
270
271 Mr. Mawyer stated that in the days leading up to the closure of cells, there were people calling
272 about trash blowing, and he raised the issue with staff as to whether one wall was appropriate.

273
274 Dr. Palmer said that the cost of the walls should not be significant.
275
276 Mr. Mawyer agreed.
277
278 Mr. Henry noted that three walls did not affect the site plan, and asked if the RSWA Board would
279 be able to see some overlays as to the circulation within the facility.
280
281 Mr. Mawyer confirmed that staff would bring that forward in December.
282
283 Mr. Foley added that there would also be some questions about the recycling area and how it fits
284 into the site.
285
286 Mr. Mawyer clarified that the additional space has been reserved for recycling as the county has
287 requested, and Rivanna would be looking for guidance as to how to use that space.
288
289 Dr. Palmer said that she would still like to see the dimensions of that space.
290
291 Mr. Mawyer confirmed that they would be provided.
292
293 **9.0 Other Items from Board/Staff not on Agenda**
294 There were none presented.
295
296 **10.0 Closed Meeting**
297 There was no closed meeting held.
298
299 **11.0 Adjournment**
300
301 **Mr. Foley moved to adjourn the RSWA Board meeting. Mr. Jones seconded the motion,**
302 **which was approved by a vote of 7-0.**
303
304 There being no further business, the meeting adjourned at 2:32 p.m.
305
306 ****Mr. Krueger noted that for the special joint meeting of the RWSA and RSWA boards on**
307 **August 15, 2016, Ms. Galvin had to leave the closed meeting early and thus did not vote on**
308 **the certification resolution. He requested that she certify her attendance in the closed session**
309 **and that has read the certification resolution.**
310
311 **Ms. Galvin stated that she attended the closed meeting on August 15, 2016 and has read the**
312 **certification resolution.**
313