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
e) Special Meeting Minutes September 30, 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:
WHEREAS, Mr. Gibson has served as an Equipment Operator for the Rivanna Solid Waste Authority since October, 2003; and WHEREAS, over the same period in excess of 13 years, Mr. Gibson has demonstrated leadership in his field and has been a valuable resource to the Authority and its employees; and

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

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

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

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

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

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

4.0 Items from the Public
There were none presented.

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

7.0 Consent Agenda

a) Staff Report on Finance
b) Staff Report on Ivy Material Utilization Center and Operations
c) Staff Report on Ivy Landfill Environmental Status
d) FOIA Policy
e) Board Meeting 2017 Schedule

Mr. Mawyer stated that the November 2017 board meeting would actually be the second Tuesday of the month – not the third as stated.
Dr. Palmer moved to approve the Consent Agenda as presented. Mr. Jones seconded the motion, which passed by a vote of 7-0.

8.0 Other Business

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

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

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

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

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

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

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

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

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

Ms. Mueller commented that they needed to get a definite answer from DEQ before a decision is made.
Dr. Palmer asked for confirmation that Rivanna no longer had a permit to compost at Ivy.

Mr. Wood responded that this was correct.

Mr. Krueger asked for clarification that the staff recommendation is to extend the program through the fiscal year or calendar year.

Mr. Wood responded that the recommendation is for the fiscal year, with the budget including funds for the program.

Mr. Foley asked if staff had any concern about the costs for the composting program going forward, depending on who provided the service.

Mr. Wood responded that the recommendation is for the fiscal year, with the budget including funds for the program.

Mr. Gaffney noted that he recalled that the projected cost was higher.

Dr. Palmer agreed that it was, stating that the quote was per cart – so it has great potential to be a very high cost if it became very popular.

Mr. Brownlee stated that they would need to keep better track of the number of carts at a cost of $50 per cart at pick up – whether they are empty or full, and once they got that information it would better clarify the actual cost. He explained that the company charges by capacity, and he reduced the number of carts from 10 to 6, and those were now maxed out.

Mr. Mawyer said that when they look at the alternatives, cost would be a definite issue as to what staff brings back to the Board.

Ms. Galvin noted that the Board had talked about wanting tracking and trending information to see if costs went up or down based on usage, differentiating between volume and cost per unit.

Dr. Palmer stated that she was concerned about the cost per pound, but would love to see what UVA ends up doing with it. She emphasized that one of the problems with Black Bear was that there were not enough institutional and municipal users, and if Rivanna drops the program in its infancy without trying to grow it, they will never get to a place where someone makes a living with it. Dr. Palmer added that the city has been very proactive, and she was also interested in seeing how the community continued to respond to the program.

Ms. Galvin agreed that building up the number of clients as regular users would provide some stability to the program.

Dr. Palmer moved to approve staff’s recommendation to continue the composting program through the fiscal year. Ms. Galvin seconded the motion, which passed by a vote of 7-0.

Ms. Mueller commented that it was important that they continue to track the usage and trends, as it was especially important to gauge the impact of the City Market.
b) Update on New Transfer Station

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

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

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

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

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

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

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

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

Mr. Mawyer confirmed that the road was further to the north and was not on the cell, as earlier schematics had shown.
Mr. Foley noted that the reason for that question was that the county is assuming additional liability for the site and needed assurance – because it was an old landfill – that there was no runoff that would affect any of the cells or surrounding areas.

Mr. Mawyer explained that the storm water was draining into a few new storm water facilities that flow into the existing facility, so the only new ones are internal to the site.

Mr. Mawyer demonstrated on a schematic how the ingress and egress to the site would flow, and noted the elevations to the north, west and east – with those walls open and only the south side having a complete wall. He stated that the building is a prefab Butler building on a concrete slab.

Mr. Mawyer reported that Rivanna conducted community outreach with the county in September and met with the Solid Waste Advisory Committee in August, and submitted a plan to the County Planning Department on November 1. He stated that they are working with the engineer on his design fees as well as the construction estimate, and would be visiting with Henrico to help establish an estimate for a three-wall facility versus a one-wall facility. Mr. Mawyer said that staff would bring that discussion back and then work to finalize the design, noting that there is a plan to present this to the Board of Supervisors on December 7. After that time, he said, they would move forward to design, with bidding slated for early fall and completion of the facility by the end of 2018.

Mr. Gaffney asked if this was ahead of the schedule they gave DEQ.

Mr. Mawyer responded that it was on schedule.

Dr. Palmer noted that the longest part of the timeframe was working with County Planning.

Mr. Foley commented that he hoped they could accelerate that somewhat.

Mr. Mawyer stated that if the engineer does a good job with design, it could speed that up.

Mr. Foley noted that they would be revisiting the design fees.

Mr. Mawyer responded that they have a conference call with SCS to discuss the design fees.

Mr. Foley said that going to three walls instead of one would also impact cost, so the idea here was to shift things around and still stay within budget.

Mr. Mawyer stated that they would also examine the cost of three walls and would certainly want to take the right approach.

Mr. Foley and Dr. Palmer mentioned that the RSWA Board had not discussed the walls.

Mr. Mawyer stated that in the days leading up to the closure of cells, there were people calling about trash blowing, and he raised the issue with staff as to whether one wall was appropriate.
Dr. Palmer said that the cost of the walls should not be significant.

Mr. Mawyer agreed.

Mr. Henry noted that three walls did not affect the site plan, and asked if the RSWA Board would be able to see some overlays as to the circulation within the facility.

Mr. Mawyer confirmed that staff would bring that forward in December.

Mr. Foley added that there would also be some questions about the recycling area and how it fits into the site.

Mr. Mawyer clarified that the additional space has been reserved for recycling as the county has requested, and Rivanna would be looking for guidance as to how to use that space.

Dr. Palmer said that she would still like to see the dimensions of that space.

Mr. Mawyer confirmed that they would be provided.

9.0 Other Items from Board/Staff not on Agenda
There were none presented.

10.0 Closed Meeting
There was no closed meeting held.

11.0 Adjournment
Mr. Foley moved to adjourn the RWSA Board meeting. Mr. Jones seconded the motion, which was approved by a vote of 7-0.

There being no further business, the meeting adjourned at 2:32 p.m.

**Mr. Krueger noted that for the special joint meeting of the RWSA and RSWA boards on August 15, 2016, Ms. Galvin had to leave the closed meeting early and thus did not vote on the certification resolution. He requested that she certify her attendance in the closed session and that has read the certification resolution.

Ms. Galvin stated that she attended the closed meeting on August 15, 2016 and has read the certification resolution.