



RIVANNA SOLID WASTE AUTHORITY

695 Moores Creek Lane • Charlottesville, Virginia 22902 • (434) 977-2970

**RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
February 28, 2017**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, February 28 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 – presiding, Ms. Kathy Galvin, Mr. Trevor Henry, Mr. Maurice Jones, Mr. Paul Oberdorfer, Dr. Liz Palmer and Mr. Doug Walker.

Board Members Absent: None.

Staff Present: Mr. Mark Brownlee, Dr. Richard Gullick, Ms. Teri Kent, Mr. Bill Mawyer, RSWA Executive Director, Mr. Philip McKalips, Ms. Jennifer Whitaker and Mr. Lonnie Wood.

Also Present: Mr. Kurt Krueger, RSWA Counsel, and members of the public.

1.0 Call to Order

A regular meeting of the RSWA Board of Directors was called to order by Mr. Gaffney on Tuesday, February 28, 2017 at 2:04 p.m., and he noted that a quorum was present.

[Mr. Walker arrived at 2:07 p.m.; Ms. Galvin arrived at 2:16 p.m.]

2.0 Minutes of Previous Board Meeting

a) Minutes of the Regular Meeting of the Board on November 15, 2016

Dr. Palmer moved to approve the minutes of November 15, 2016 as presented. Mr. Jones seconded the motion, which passed 4-0-1, with Mr. Oberdorfer abstaining from the vote. Ms. Galvin and Mr. Walker had not yet arrived at the meeting and were not present for the vote.

3.0 Recognition

a) Board Chair Appointment – Mike Gaffney

Mr. Mawyer recognized the appointment of Mr. Mike Gaffney for his eighth term as RSWA Board of Directors Chairman, by joint agreement of the City and County. Mr. Mawyer noted that Mr. Gaffney had provided leadership on many items, including the community water supply plan and the Ragged Mountain Reservoir.

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b) Resolution of Appreciation for 27 years of service – Judith M. Mueller

Mr. Gaffney read the following resolution into the record:

Resolution of Appreciation for Judith M. Mueller

WHEREAS, Ms. Mueller has served as a member of the Rivanna Water & Sewer Authority Board of Directors since 1985 and Rivanna Solid Waste Authority since 1990; and

WHEREAS, over that same period in excess of 27 years Ms. Mueller has demonstrated leadership in the water and sewer field; the solid waste and recycling field; and has been a valuable resource to the Board of Directors and to the Authorities; and

WHEREAS, Ms. Mueller’s understanding of the water, sewer, and solid waste operations of the City of Charlottesville as well as the Rivanna Water & Sewer Authority and Solid Waste Authority has facilitated a decision-making process that considered not only the benefits to the customers served by the City of Charlottesville but also to the community as a whole; and

WHEREAS, the Rivanna Water & Sewer Authority and Solid Waste Authority Board of Directors are most grateful for the professional and personal contributions Ms. Mueller has provided to both Authorities and to the community; and

WHEREAS, the Rivanna Water & Sewer Authority Board of Directors is additionally grateful for Ms. Mueller’s strong support of the process, alternatives, and execution of the community water supply plan which resulted in a successful community water supply for the next 50 years; and

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water & Sewer Authority and the Rivanna Solid Waste Authority Board of Directors recognizes, thanks, and commends Ms. Mueller for her distinguished service, efforts, and achievements as a board member of both Authorities, and presents this Resolution as a token of esteem, with their best wishes in her retirement.

BE IT FURTHER RESOLVED that this Resolution be entered upon both the permanent Minutes of the Rivanna Water & Sewer Authority and the Rivanna Solid Waste Authority.

Dr. Palmer moved to approve the resolution and Ms. Galvin seconded it. The Board approved the resolution by unanimous voice vote.

Ms. Judith Mueller addressed the Board and recognized Treva Cromwell, whom Ms. Mueller said was the authority on water and sewer for many years and was a role model for her when she arrived in 1985. Ms. Mueller commented that Rivanna has been so successful over the years because of Ms. Cromwell’s leadership.

87 Ms. Mueller also recognized Mr. Gaffney for his service, stating that he has been an exemplary
88 leader and consensus builder through some challenging times and very tough community meetings.
89 She stated that she leaves the Board feeling good and knowing they will continue to do what is
90 right for the community.

91
92 *c) New Board Members – Doug Walker, Interim Albemarle County Executive; Paul Oberdorfer,*
93 *City of Charlottesville Public Works Director*

94
95 Mr. Mawyer introduced new Board members Mr. Doug Walker, who is the County’s Interim
96 County Executive and has served as an Assistant County Executive for several years; and Mr. Paul
97 Oberdorfer, who is the new City Public Works Director.

98
99 **4.0 Election**

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101 *a) Board Vice-Chair*
102 Mr. Mawyer said that election of Vice-Chair was needed because Tom Foley was no longer on the
103 Board, with his term lasting until April 2018.

104
105 Mr. Krueger mentioned that typically, the County Executive has served as Vice-Chair of the Solid
106 Waste Authority, with the City Manager serving as Secretary; for the Water and Sewer Authority,
107 those roles have been reversed.

108
109 Mr. Walker stated that the Interim County Executive position assumes that the role would be filled
110 in the near future by a permanent County Executive, but said that he would be happy to serve in
111 that capacity until that selection is made.

112
113 Mr. Krueger noted that one of the roles of the Vice-Chair is to serve as the executor of bond
114 documents in the absence of the Chair.

115
116 **Dr. Palmer nominated Doug Walker to serve as RSWA Vice-Chair. Mr. Jones seconded the**
117 **motion, which passed by a vote of 7-0.**

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119 **5.0 Executive Director’s Report**

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121 Mr. Mawyer reported that things were proceeding well with the new Ivy Transfer Station, with
122 design expected to be completed in March, followed by submission for the County review process
123 to get comments, then recommendation for award of a construction contract at the RSWA Board’s
124 August meeting. He stated that the spring household hazardous waste disposal days would be April
125 28 and 29; commercial hazardous waste on April 27 and 28; and bulky waste amnesty days on
126 May 6, 13 and 20 – with various products eligible on those days.

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128 Mr. Mawyer thanked Ms. Kent for preparing the new board member orientation packets.

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130 **6.0 Items from the Public**

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132 There were no items from the public.

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7.0 Responses to Public Comments – No Responses This Month

There were no responses to public comments from the November 2016 meeting.

8.0 Consent Agenda

- a) Staff Report on Finance*
- b) Staff Report on Ivy Material Utilization Center/Recycling Operations Update*
- c) Staff Report on Ivy Landfill Environmental Status*

Mr. Jones moved to approve the Consent Agenda as presented. Mr. Henry seconded the motion, which passed 7-0.

9.0 Other Business

- a) Presentation on CAFR Audit Report 2015-2016*

Mr. Robert Huff presented the Comprehensive Annual Financial Report (CAFR), which contains some introductory, financial, statistical and compliance information. He stated that his responsibility is in the financial section, with an auditor’s opinion that can be one of two classifications: one that notes no matters/passing, and one that contains qualifications. Mr. Huff stated that the RSWA’s opinion is a complete pass, which is the best any auditor can award. He commented that Mr. Wood and his team do an excellent job, and there were no disputes in the audit as to financial accounting principles or things to record. He stated that they also tested VRS compliance, which is separate requirement for note, and there are no management letters or comments to display to the public or report out. Mr. Huff added that the auditor’s opinion is shown on page 11, with a snapshot on pages 13-15 reflecting their net position, which increased somewhat because of the favorable change related to landfill closure cost estimates. He said that this was a “very good status quo year,” with good balances.

- b) Presentation on Commercial Compostable Food Waste Pilot Program*

Mr. Mawyer reported that in 2016, University of Virginia and local government representatives approached the RSWA to discuss getting assistance with a compostable food waste program – on the heels of the Black Bear composting company, which served UVA, leaving the composting business. Mr. Mawyer said that UVA wanted to continue its composting program, which is why they came to Rivanna and came up with an arrangement. He explained that UVA is basically sponsoring the program at this point, and DEQ has granted permission to run a 90-day pilot program at the Ivy MUC – which started on January 17.

Mr. Mawyer gave a brief presentation on the program. He showed a green container under a shed, which he said is the compost receiving container. He explained that Black Bear collects compostable food materials from UVA and brings them to Ivy, then dumps them in the bin, noting a compostable bag must be used for the material. Mr. Mawyer noted that the challenge has been that sometimes the material escapes from the bag and can be spilled onto the ground at Ivy. Mr. Brownlee and his staff have done a good job keeping spillage under control. He said that once the containers get full, Thompson Trucking hauls the material to the McGill Company in Waverly, which in turn dumps the products into their receiving facility. Mr. Mawyer noted that this is the

179 same location and same basic process used with the biosolids from the wastewater treatment
180 process. He stated that the biosolids and food waste materials are mixed together, and McGill
181 creates a final compost product, a sample of which staff brought back from Waverly.

182
183 Mr. Mawyer stated that the pilot project has been underway for the last six weeks but would be
184 ending in April – and staff is requesting direction from the Board regarding continuation of the
185 program after that point, assuming that all goes well at Ivy and DEQ is satisfied with the program.
186 He commented that the compostable materials being put in the container are essentially municipal
187 solid waste (MSW), and they might go into the MSW stream were there not a compostable food
188 process. Mr. Mawyer stated that the program is cost-neutral, intended for users to fund, with UVA
189 renting the containers and paying Rivanna to truck and McGill to process the compostable food
190 material. He noted that City and County representatives have meet with Rivanna several times and
191 seem to be interested in the program, which is why he is bringing it to the Board.

192
193 Dr. Palmer asked for clarification of the process for mixing the two materials.

194
195 Mr. Mawyer responded that it is mixed at Waverly.

196
197 Dr. Palmer asked if it made sense to mix them here to reduce transportation costs.

198
199 Mr. Brownlee stated that the Waverly facility won't receive them that way.

200
201 Dr. Palmer asked if there was a downside to continuing the program.

202
203 Mr. Gaffney responded that they would only be breaking even, and it would be nice to make a
204 little bit of money.

205
206 Dr. Palmer said that is what she thinks they should be doing.

207
208 Mr. Mawyer clarified that Rivanna takes actual costs and places a 25% administrative fee on top
209 to cover staff costs and other administrative costs, and the University has agreed to that amount.
210 He stated that if they decide to go forward, staff could take another look at the percentage and be
211 more precise with it. Mr. Mawyer noted that Charlottesville is eager to join the program with their
212 City Market, beginning in April, and the schools would presumably like to join. He added that
213 they need to have some discussion among all participants, hopefully getting the University to agree
214 to a long-term plan of five years or more. Mr. Mawyer said that composting is more expensive
215 than municipal solid waste, with the University estimating it would cost about \$200 per ton to
216 process and ship out compostable food materials, as opposed to \$66 per ton for MSW disposable
217 material. He stated that they are not including individual residents in the program thus far and were
218 not yet recommending it, because the logistics, compostable bags and costs need to be worked out,
219 and this is by far the most complicated aspect of the program.

220
221 Mr. Henry asked if anything would need to be added to the landfill permit to make the program
222 long term.

223

224 Mr. Mawyer responded that there was no change needed to the permit, and it was just an agreement
225 with an email from DEQ that confirmed permission for a 90-day pilot program. He said that it is
226 in the landfill permit to do this function, as this is municipal solid waste – and we are not making
227 compost so there is not a composting facility. Mr. Mawyer emphasized that we are just segregating
228 food waste from the other refuse and shipping it in a separate bin, so that falls within the confines
229 of the existing permit for the landfill.

230
231 Mr. Henry commented that as long as it has been cost neutral at 90 days with no issues, they would
232 measure it a success.

233
234 Mr. Mawyer agreed, stating that Rivanna had sent letters to 250 residents around the landfill in
235 December stating they were going to start this pilot, and there was only one phone call received,
236 regarding how much traffic it would generate. He stated that they get about 11-12 truck trips per
237 week, which may increase if the other localities join in.

238
239 Dr. Palmer asked if there was any possibility the old permit for composting could be resurrected,
240 although they had given it up.

241
242 Mr. Brownlee stated that they would have to start over with a new permit.

243
244 Mr. Walker asked if there were associated benefits in diverting it from waste streams, such as
245 lighter haul weights.

246
247 Mr. Mawyer responded that the tonnage would be the same regardless of which truck it ended up
248 traveling in, and stated that if the Board agrees to continue the program, staff would re-procure
249 some of the services – the trucking and composting – to see what the market will offer and if there
250 are others in the market that could be competitive.

251
252 Dr. Palmer said that the University wasn't bringing their compost to Ivy, they were bringing it to
253 Black Bear and just want to keep it going.

254
255 Mr. Mawyer stated that Rivanna was trying to help the University initially, but if it were to become
256 a regional program, it would be in Rivanna's charge to do that.

257
258 Mr. Walker asked for confirmation that there would be no impact on the pending construction
259 project at Ivy.

260
261 Mr. Mawyer responded there would not be.

262
263 Ms. Galvin commented that it sounds like an excellent program and a nice bridge, and asked if
264 they were supposed to have a strategic planning session soon – because the question about
265 expanding and growing it was something they would need to discuss in that venue.

266
267 Dr. Palmer noted that the University gets benefit from volume and has been interested in expansion
268 because they get a better price with volume.

269

270 Mr. Gaffney asked if they were already committed for the next 90 days, or if this was for the next
271 90 days.

272
273 Mr. Mawyer responded that it was 90 days beginning January 17, 2017, and that is what DEQ's
274 agreement covers. He noted that the assumption is that if there are no problems, DEQ will allow
275 it to continue, and no new permit or amendment is needed. Mr. Mawyer clarified that they would
276 likely want to think longer term than 90-day periods.

277
278 Mr. Gaffney asked if the extension would just be for the University.

279
280 Mr. Mawyer responded that staff is suggesting opening it up to the other parties – the City, the
281 County, and large institutions such as Martha Jefferson, which has expressed interest. He noted
282 that they have not figured out how to include residential participation, but residents can currently
283 bring compostable materials to the McIntire Recycling Center.

284
285 Mr. Henry said they could extend the program as is, but he would like to know the cost of
286 expanding the scope and whether it would remain cost neutral.

287
288 Ms. Galvin stated that it seems to her that this is the next step, and the information seems to indicate
289 they could expand it.

290
291 Dr. Palmer said this was true if it was cost neutral.

292
293 Ms. Galvin suggested that staff come back with a list of who would be included.

294
295 Dr. Palmer stated that the motion would say they fully support the program and the Board would
296 like to be fully informed as the program is expanded.

297
298 Mr. Mawyer commented that the City Market starts in April, so it would be helpful to have a
299 decision made, and the RSWA Board does not meet in March.

300
301 Mr. Gaffney asked if they want the program to go through to the end of the year.

302
303 Board members agreed.

304
305 Dr. Palmer stated that Rivanna staff should know that the Board supports this program and doesn't
306 want to keep revisiting it because they want to get rid of it – but because they want to make sure
307 there are not unexpected costs.

308
309 Mr. Gaffney said it would be good to get updates in the Executive's Report.

310
311 **Dr. Palmer moved to continue the composting program through calendar year 2017, with**
312 **periodic updated reports at the RSWA Board meetings. Ms. Galvin seconded the motion,**
313 **which passed 7-0.**

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315 **10.0 Other Items from Board/Staff Not on Agenda**

316
317 Mr. Krueger stated that the minutes of the August 15, 2016 joint closed meeting need to reflect
318 that Ms. Galvin approved the resolution certifying the closed meeting.

319
320 Ms. Galvin certified that she approved the resolution certifying the joint closed meeting of August
321 15, 2016.

322
323 **11.0 Adjournment**

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325 **Ms. Galvin moved to adjourn the meeting. Dr. Palmer seconded the motion, which passed**
326 **7-0.**

327
328 There being no further business, the RSWA Board adjourned their meeting at 2:41 p.m.