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

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

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

4.0 Election

a) Board Vice-Chair

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

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

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

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

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

5.0 Executive Director’s Report

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

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

6.0 Items from the Public

There were no items from the public.
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
same location and same basic process used with the biosolids from the wastewater treatment process. He stated that the biosolids and food waste materials are mixed together, and McGill creates a final compost product, a sample of which staff brought back from Waverly.

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

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

Mr. Mawyer responded that it is mixed at Waverly.

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

Mr. Brownlee stated that the Waverly facility won’t receive them that way.

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

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

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

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

Mr. Henry asked if anything would need to be added to the landfill permit to make the program long term.
Mr. Mawyer responded that there was no change needed to the permit, and it was just an agreement with an email from DEQ that confirmed permission for a 90-day pilot program. He said that it is in the landfill permit to do this function, as this is municipal solid waste – and we are not making compost so there is not a composting facility. Mr. Mawyer emphasized that we are just segregating food waste from the other refuse and shipping it in a separate bin, so that falls within the confines of the existing permit for the landfill.

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

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

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

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

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

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

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

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

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

Mr. Mawyer responded there would not be.

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

Dr. Palmer noted that the University gets benefit from volume and has been interested in expansion because they get a better price with volume.
Mr. Gaffney asked if they were already committed for the next 90 days, or if this was for the next 90 days.

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

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

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

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

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

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

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

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

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

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

Board members agreed.

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

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

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

10.0 Other Items from Board/Staff Not on Agenda
Mr. Krueger stated that the minutes of the August 15, 2016 joint closed meeting need to reflect that Ms. Galvin approved the resolution certifying the closed meeting.

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

11.0 Adjournment

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

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