

RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 23, 2005

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Monday, May 23, 2005 at 2:45 p.m. in the Conference Room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

Board Members Present: Mr. Michael Gaffney – Presiding, Mr. Mark Graham, Mrs. Judith Mueller, Mr. Gary O’Connell (arrived at 2:47 p.m.), and Mr. Robert Tucker.

Authority Staff Present: Ms. Anne Bedarf, Mr. Mark Brownlee, Mr. Bruce Edmonds, Mr. Tom Frederick, Ms. Mary Knowles, Ms. Jennifer Whitaker, Dr. Robert Wichser, and Mr. Lonnie Wood.

Also Present: Mr. Chris Gensic – RSWA Citizens Advisory Committee Chair, Mr. Kurt Krueger - RSWA Attorney, members of the public, and media representatives.

1.0 Call to Order

The regular meeting of the RSWA Board of Directors was called to order by Mr. Michael Gaffney on Monday, May 23, 2005 at 2:45 p.m., and he noted that a quorum was present.

Mr. Gaffney welcomed his fellow Board members, RSWA staff, and members of the public in attendance at today’s meeting.

2.0 Minutes of the Previous Meeting

Upon a motion by Mr. Tucker, and seconded by Mrs. Mueller, the Board of Directors by a 4 - 0 vote approved the minutes of the regular Board meeting held on Monday, April 25, 2005. Mr. O’Connell was absent for the vote.

3.0 Executive Director’s Report

There was no Executive Director’s Report this month.

4.0 Items From The Public

There were no items from the public.

5.0 Consent Agenda

Mr. Gaffney asked if there were any items that the Board members would like to pull for discussion from the Consent Agenda.

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5.0 Consent Agenda (cont.)
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- 5a) Staff Report on Finance
- 5b) Staff Report on Ivy Landfill/Transfer Station
- 5c) Staff Report on McIntire Road Recycling Center/ Paper/Paper Sort Recycling Operations
- 5d) Staff Report on Environmental Status
- 5e) Procurement – Property and Liability Insurance
Virginia Association of Counties
- 5f) Locality Recycling Rate Report for Calendar Year 2004
- 5g) Citizens Advisory Committee
 - Approved Minutes of the September 14, 2004 Meeting
 - Approved Minutes of the November 9, 2004 Meeting

In regards to **Item 5a), Staff Report on Finance**, Mrs. Mueller referenced the “Historical Material Tonnage Report – Recycling” located on page 6 and expressed concern that the year-to-date numbers through March for fiber products, especially for newspaper, were lower than the figures reported last year. Mr. Graham pointed out that the numbers were based on calendar year and not fiscal year. Mr. Wood explained that the figures were kept on a calendar-year basis due to the Department of Environmental Quality’s (DEQ) reporting requirements for the Recycling Rate Report. Mr. Graham further noted that Mrs. Mueller’s comments were correct as the first quarter tonnage figure for newspaper projected out for the entire year would total about 1,320 versus 1,761 for Calendar Year 2004.

Mr. Gaffney inquired if the newspaper was being delivered to another facility. Mr. Wood replied that the only explanation he could offer at this time was that there was a decrease in the tonnage numbers immediately after the elimination of the County’s Blue Bag program.

Mr. Graham also noted that the tonnage numbers for glass, metal, and plastic products had increased during the same time period. Mr. Wood stated that the assumption was made that those products were brought to the McIntire Recycling Center due to the elimination of the Blue Bag program since the increase occurred the same month that the program ended.

Mr. Graham questioned why after the Blue Bag program ended that residents took the initiative to bring their glass, metal, and plastic recyclables to the McIntire Recycling Center but not their fiber products.

Mr. Edmonds responded that when the Blue Bag program ended, the amount of fiber products collected by private haulers in the County declined at a rate of approximately 13 to 15 percent. He felt one reason for this decline was that several of the haulers were no longer actively promoting recycling except for newspaper at

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curbside. RSWA's recycling operations were also impacted by the program's elimination. The McIntire Recycling Center experienced a slight increase in the newspaper collected, and there had been a curtailment at the Paper Sort facility of the number of truck deliveries by private haulers.

Mr. Graham added that although the County still provided curbside pick-up of newspaper, a couple of the larger haulers changed their weekly curbside collection schedule to biweekly, which has become an issue with the County due to the confusion among County customers on when the curbside collection would occur. He questioned again why residents would bring their non-fiber products to the McIntire Recycling Center and not the other recyclable material.

Mr. Edmonds responded that the citizens utilizing the McIntire Recycling Center were bringing their non-fiber as well as fiber products. He attributed the decrease in the newspaper tonnage figures to the large number of County residents who were no longer using the curbside service after the Blue Bag program ended, which was reflected in the Paper Sort totals.

Mr. Gaffney asked how this recycling trend could potentially impact the Locality Recycling Rate Report for 2005. Mrs. Mueller stated that her question concerning **Item 5f), Locality Recycling Rate Report for Calendar Year 2004**, dealt with the same issue. She noted that RSWA's recycling rate had increased from the previous year. She asked Mr. Chris Gensic if the Thomas Jefferson Planning District Commission (TJPDC) had received reports from the other jurisdictions in this region and how their rates compared to what had been reported by RSWA. Mr. Gensic replied that TJPDC had received reports from all the localities except for Greene County. Nelson's County's rate was close to 8 percent, and Fluvanna County was above 10 percent. Mrs. Mueller felt the lower rates from some of the other localities would become an issue next year when the recycling rate was reported on a regional basis. Mr. Gensic noted that urban centers would carry more weight when calculating the regional rate as the population for each of the localities would be factored into the process. The TJPDC planned to compute the regional rate for 2004 after all reports have been received as a tool for future recycling rate reports.

Mr. O'Connell inquired if the regional computation would drop the recycling rate below 25 percent. Mr. Gensic replied that it would fall below the percentage reported by RSWA, but he did not know at this time how the population weights would impact the overall regional rate until all localities had submitted reports.

Mr. O'Connell also asked if there were any penalties imposed on localities that did not meet the 25 percent recycling rate requirement.

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5.0 Consent Agenda (cont.)

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Mr. Gensic stated that he was not aware of any punitive actions taken by the state at this point. Localities with recycling rates below 25 percent were being assisted by DEQ and given time lines for satisfying the state requirement.

Mr. O'Connell further inquired as to how RSWA compared to other localities on a state-wide basis. Mr. Gensic responded that he had not seen the numbers for the localities that had submitted reports, but this area's rate was generally in the higher end of the state scale. Mrs. Mueller asked that Mr. Gensic provide the Board with an update once this information became available.

In response to Mrs. Mueller's request, Mr. Frederick stated that a few months ago he reviewed a statewide comparison based on 2003 figures. At that time, RSWA's rate placed the locality above the median range, but not among the highest in the state. There were some communities that had recycling rate percentages in the 30's, especially the Northern Virginia area.

In response to a question from Mr. Gaffney, Mr. Gensic stated that all localities included in the Thomas Jefferson Planning District were participants in this regional approach, except for Louisa County, who opted to take an independent approach to solid waste planning.

In regards to **Item 5d), Staff Report on Environmental Status**, Mrs. Mueller referred to the last paragraph of the report that discussed exploring options for the former Booth property, including the possible removal of the home. She commented that she had not been aware that these actions were under consideration.

Mr. Frederick stated that the house on that property had not been occupied for about four years. RSWA had received some inquiries from the public as to how Rivanna planned to use that structure. RSWA was currently exploring options and would prepare a plan for Board action. One of the options entailed removing the house and restoring the natural conditions that existed in that area. Ms. Bedarf was in the process of collecting information and contacting organizations that dealt with reuse of materials from existing houses. Once the details had been assembled in final form, a plan would be presented for Board approval.

As there were no further questions or discussion, Mr. Tucker moved, which was seconded by Mr. O'Connell, that the Board of Directors vote to approve Items 5a), b), c), d), e), f), and g) of the Consent Agenda. The motion was approved by a 5 – 0 vote.

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6.0 Other Business

In regards to **Item 6a), Public Hearing on Proposed RSWA FY 2006 Budget**, Mr. Gaffney opened up the Public Hearing at 2:55 p.m.

As there were no members of the public who signed up to speak on the proposed RSWA FY 2006 budget, Mr. Gaffney asked if there were any members of the public in attendance at the meeting who wanted to speak at this time.

Mr. Chris Gensic, speaking on behalf of the Citizens Advisory Committee (CAC), stated that the Committee was pleased to see that the former landfill closure was moving forward fiscally and that one additional Household Hazardous Waste Day was included in the budget.

As there were no other members of the public in attendance at the meeting who expressed a desire to speak on the proposed RSWA FY 2006 budget, Mr. Gaffney closed the Public Hearing at 2:56 p.m.

Upon a motion by Mr. Tucker, and seconded by Mr. Graham, the Board of Directors voted to approve the following resolution detailing the proposed tipping fees and the supporting RSWA budget for Fiscal Year 2006 to be effective July 1, 2005:

RESOLUTION

ADOPTION OF THE RIVANNA SOLID WASTE AUTHORITY BUDGET AND RELATED TIPPING FEES RATE SCHEDULE FOR FISCAL YEAR 2006

WHEREAS, the Authority has advertised and held a public hearing on May 23, 2005, on the proposed Fiscal Year 2006 budget and related rates in accordance with Section 15.2-5136(H) of the Code of Virginia, as amended;

THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority Board of Directors hereby adopt the accompanying rate schedule effective July 1, 2005, and the Fiscal Year 2006 budget as summarized in the following table.

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6.0 Other Business (cont.)
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Ivy Material Utilization Center
 Material Charge Detail

Per Ton Charges

Code	Description	Proposed		Unit	Inbound/Outbound
		'05 Fee	'06 Fee		
CLEAN-FILL	Brick Block & Soil	\$ 6.50	\$ 7.00	ton	Inbound
CONST	Construction Debris	\$ 61.00	\$ 66.00	ton	Inbound
DOCUMENT	Document Destruction	\$ 64.00	\$ 66.00	ton	Inbound
DOMESTIC	Domestic Waste - IVY TRANSFER	\$ 61.00	\$ 66.00	ton	Inbound - Ivy
	Domestic Waste - BFI TRANSFER	\$ 57.00	\$ 62.00	ton	Inbound - BFI
MSW	Domestic Waste - UVA	\$ 4.66	Contract	ton	Inbound
MSW 2	Domestic Waste - All Other	\$ 5.83	Contract	ton	Inbound
PALLETS	Pallets	\$ 44.00	\$ 46.00	ton	Inbound
SLUDGE-RV	Sludge from S. Rivanna WTP	\$ 6.15	\$ 7.00	ton	Inbound
TIRES	Tires Bulk	\$ 166.00	\$ 166.00	ton	Inbound
VEG-WASTE	Vegetative Waste	\$ 39.00	\$ 44.00	ton	Inbound
WHITE-WT	Non-Freon White Goods-Appliances	\$ 59.00	\$ 100.00	ton	Inbound
COMPOST	MCWWTP Compost	\$ 40.00	\$ 40.00	ton	Outbound
MULCH	Mulch	\$ 12.00	\$ 15.00	ton	Outbound
LUMBER-LOG	Lumber Log	\$ 12.00	\$ 15.00	ton	Outbound

\$5.00 minimum on all per ton charge items.

Per Item Charges

Code	Description	Proposed		Unit	Inbound/Outbound
		'05 Fee	'06 Fee		
FREON-CT	Freon Appliances	\$ 15.00	\$ 16.00	ea.	Inbound
PCT-OR	Passenger Car Tire Off Rim	\$ 3.00	\$ 3.00	ea.	Inbound
PCT-WR	Passenger Car Tire With Rim	\$ 10.75	\$ 10.75	ea.	Inbound
TT-OR	Truck Tire Off Rim	\$ 15.50	\$ 15.50	ea.	Inbound
TT-WR	Truck Tire With Rim	\$ 30.75	\$ 30.75	ea.	Inbound
WHITE-CT	Non-Freon Appliances	\$ 7.90	\$ 8.00	ea.	Inbound
TICKET CHG	Ticket Request Pull Charge	\$ 1.00	\$ 1.00	ea.	
MULCH-OT20	Mulch - 20 yd Container, delivery	\$ 125.00	Delete	ea.	Outbound
MULCH-OT30	Mulch - 30 yd Container, delivery	\$ 180.00	Delete	ea.	Outbound
MULCH-OT40	Mulch - 40 yd Container, delivery	\$ 230.00	Delete	ea.	Outbound
TAG-A-BAG	Trash Stickers (sheet of 12).	\$ 6.00	\$ 12.00	ea.	Outbound

Hauling & Other Charges

Code	Description	Proposed		Unit	Inbound/Outbound
		'05 Fee	'06 Fee		
DOC PULL	Document Pull Charge	\$ 50.00	\$ 75.00	ea.	
LUMBER PUL	Lumber Pull Charge	\$ 50.00	\$ 75.00	ea.	
SLUDGE-50	Sludge Pull Charge	\$ 51.25	\$ 75.00	ea.	
OUT-MISC	Base Delivery Fee	\$ 50.00	\$ 75.00	ea.	
OUT-MISC	Delivery Within 1st Area	\$ 55.00	\$ 10.00	ea.	
OUT-MISC	Delivery Within 2nd Area	\$ 60.00	\$ 20.00	ea.	
OUT-MISC	Delivery Fee Over County Line	\$ 65.00	\$ 30.00	ea.	
OUT-MISC	Encore Shop Sales	VARIES PER ITEM		ea.	Outbound
	Credit Application Fee	\$ 15.00	\$ 30.00	ea.	

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6.0 Other Business (cont.)
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VOTE

AYES: Mr. Gaffney, Mr. Graham, Mrs. Mueller, Mr. O'Connell, and Mr. Tucker

NAYS: 0

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0

In regards to **Item 6b, Proposed FY 2006 Personnel Changes**, Mr. Frederick stated that Rivanna had conducted a comprehensive salary survey across all positions in both Authorities. The results of that survey pertaining to RSWA were attached to this Board report, including a list of the responding organizations whose positions most closely fit those at Rivanna.

Mr. Frederick reported that the survey indicated that all the positions allocated and dedicated 100 percent to Solid Waste fit into the current minimum and maximum pay ranges, so no recommendations were being made to elevate the pay scale for any of those positions.

Mr. Frederick added that he was recommending that no part-time position be filled with a starting pay less than \$9.00 per hour, and no full-time position start at less than \$10.00 per hour. This action would effect the part-time Recycling Technician position at the McIntire Recycling Center.

Upon a motion by Mrs. Mueller, and seconded by Mr. Tucker, the Board of Directors voted to approve the changes to the salary scale as recommended by the Executive Director and authorize those changes to be incorporated into Section E of the RSWA Personnel Manual. The motion was approved by a 5 – 0 vote.

7.0 Other Items From Board/Staff Not On Agenda

There were no other items from the Board or staff not on the agenda.

8.0 Joint Closed Meeting

Upon a motion by Mr. Tucker, and seconded by Mrs. Mueller, the Rivanna Solid Waste Board of Directors voted to enter into a joint closed meeting with the Rivanna Water & Sewer Authority Board of Directors as permitted under Section 2.2-3711.A.1 of the Code of Virginia to consider personnel matters concerning the annual review process for the Executive Director. The motion was approved by a 5 – 0 vote.

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8.0 Joint Closed Meeting (cont.)
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ATTENDEES: Mr. Brent (RWSA), Mr. Gaffney, Mr. Graham, Mrs. Mueller, Mr. O’Connell, Mr. Tucker, Mr. Krueger, and Mr. Frederick (part of the closed session).

9.0 Resumption of Open Meeting

The RSWA Board of Directors meeting was reconvened at 3:50 p.m.

Mr. Tucker made the following motion, which was seconded by Mr. O’Connell:

“**WHEREAS**, the Rivanna Solid Waste Authority Board of Directors has convened a joint closed meeting with the Rivanna Water & Sewer Authority Board of Directors on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by the Rivanna Solid Waste Authority Board of Directors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority Board of Directors certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Rivanna Solid Waste Authority Board of Directors.”

There being no further discussion, Mr. Gaffney called for a roll call vote:
Mrs. Mueller – Aye, Mr. O’Connell – Aye, Mr. Gaffney – Aye Mr. Tucker – Aye, and Mr. Graham – Aye.

Upon a motion by Mr. Tucker, and seconded by Mr. O’Connell, the Board of Directors voted to increase the salary of the Executive Director by 5 percent and to also award a \$5,000 bonus to the Executive Director for his efforts during the past year, effective July 1, 2005. The motion was approved by a 5 – 0 vote.

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9.0 Adjournment

There being no further business, Mrs. Mueller moved the meeting be adjourned, seconded by Mr. Tucker. All members voted aye, and the meeting was adjourned at 3:53 p.m.

Respectfully submitted,

Mr. Gary O'Connell
Secretary - Treasurer