

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
MAY 19, 2017
2104 WEST LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

J. Allen Lane (M-Henrico), Chairman
Marcia R. Phillips (M-Chesterfield), Vice-Chair
Edward Watson (M-Hopewell), Director
Lee Slöppy (M-Ashland)
Robert L. Dunn (M-Chesterfield)
Scott Zaremba (M-Chesterfield)
William E. Henley (A-Colonial Heights)
Leigh Dunn (M-Goochland)
Stephen Chidsey, (M-Hanover)
Scott Wyatt (M-Hanover)
Marcia E. Kelley (M-Henrico)
Jon Clary (A-Henrico)
Patricia Paige (M-New Kent)
Daniel Harrison (M-Petersburg)
Johnny Melis (A-Powhatan)
David McNeel (M-Richmond)

Non-Voting:

Jeffrey T. Howard (A-Chesterfield)
Clay Bowles (A-Chesterfield)
Bentley P. Chan (A-Henrico)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Reginald D. Thompson, Operations Technician
Nancy Drumheller, Public Affairs Manager
Erica Long, Part-time Administrative Assistant

MEMBERS/ALTERNATES NOT PRESENT

Mark Kukoski (M-Richmond), Treasurer
Jennifer Schontag (A-Ashland)
Zach Trogdon (A-Charles City)
Al Pace (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Dwayne Jones (A-Goochland)
Michael Flagg (A-Hanover)
Randy Hardman (A-Hanover)
Robert C. Whiteman (M-Henrico)
Arthur D. Petrini (A-Henrico)
Monique Robertson (A-Hopewell)
James H. Burrell (A-New Kent)
William Riggelman (A-Petersburg)
Elliot Danburg (M-Powhatan)
George Poulson (M-Prince George)
Rod M. Compton (A-Prince George)

Guests:

Valerie Brockett – County of Prince George

With a quorum in attendance Chairman J. Allen Lane (M-Henrico) called the meeting to order at 9:03 a.m.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

Chairman Lane opened the floor for public comment. Without any requests to address the Board, he closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of April 21, 2017

Chairman Lane opened the floor for a motion to accept the minutes of the regular meeting of April 21, 2017 as submitted. A motion was made by Mr. S. Wyatt (M-Hanover), seconded by Mr. R. Dunn (M-Chesterfield), and carried that the minutes of the April 21, 2017 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 3: Chairman's Report

Item No. 4: Nominating Committee Report

Mr. L. Sloppy (M-Ashland) presented the slate of officers for the 2017-2018 fiscal year. It is the consensus recommendation of the Nominating Committee that nominations are as follows: Chairman, Mr. Allen Lane (M-Henrico); Vice-Chairman, Mrs. Marcia Phillips (M-Chesterfield); Treasurer, Mr. Mark Kukoski (M-Richmond); Secretary, Ms. Patricia Paige (New Kent); and Director, Mr. Ed Watson (M-Hopewell). The elections will be held during the June 2017 Board meeting, at which time nominations can also be made from the floor. The new officers will take office effective July 1, 2017.

STAFF AGENDA

Item No. 5: Residential Recycling Program Update

Mr. Rich Nolan, CVWMA Director of Operations, reported that the total tonnage collected year to date is 31,325 tons, 853 tons less than the same time period last year. He reported a decrease in Chesterfield County compared to last year of 1,455 tons. This is due to County Waste collecting material in Chesterfield County that is longer being collected in CVWMA's program. County Waste reported collecting 2,544 tons for the same time period in Chesterfield County. He added that the volume collected in City of Richmond is up by 500 tons compared to last year.

Mr. R. Nolan mentioned CVWMA has received \$584,789 in recycling rebate fiscal year to date. He added that the Authority received \$22.95/ton in rebate money last month, compared to the minimum amount required of \$20.00/ton. An increase in commodity pricing provided the increase in rebate revenue. Mr. R. Nolan also added that there was a total of 304 misses in April compared to 358 in April 2016.

Item No. 6: Municipal Solid Waste (MSW) Program

Mr. Reggie Thompson, CVWMA Operations Technician, reported that the month of April was a good month for County Waste and CFS. Staff recorded 19 misses in Ashland and 15 misses for the

Chesterfield tax relief program for County Waste. He reported in Colonial Heights, 19 misses were recorded; 41 misses in Hopewell; and 53 misses in Petersburg Mr. R. Thompson reported that in the month of April, CFS rejected a few trash cans due to cans of wet paint in Colonial Heights. He mentioned that Staff notified the city, and is working with them to provide additional education on preparing trash for collection. Mr. R. Thompson mentioned that CFS has confirmed the delivery of one of the four new trucks required in the new Colonial Heights contract that starts July 1, 2017.

Mrs. K. Hynes reported on the City of Petersburg trash and recycling program. She mentioned that the city is current on their payments. Mrs. K. Hynes stated that the Staff informed the Board last month that the City of Petersburg requested to cancel their service agreement effective July 1, 2017. She added that Staff had a meeting with city officials immediately after the Board meeting and they stated that they are continuing to evaluate options and cost. She stated that after their discussion, the City of Petersburg rescinded their cancellation letter and the Authority is going to continue with the contract beyond July 1st until it expires.

Item No. 7: Consideration of Resolution 17-12: Awarding Contracts for Disaster Recovery Services

Mr. R. Nolan reported that a Request for Proposals (RFP) was issued February 10, 2017 for Disaster Recovery Services to include providing assistance for debris removal after emergency events to participating local jurisdictions. Nine proposals were received from Ceres Environmental, Bergeron, DRC, Graham County Land Company, Coxwell Disaster Services, Custom Tree Disaster Response, D&J Enterprises, Arbor Masters Tree Service and AshBritt. The proposals were opened and read March 24, 2017. CVWMA staff reviewed the proposals with a selection committee comprised of representatives from several member localities. The selection committee interviewed Ceres Environmental, Ashbritt, Coxwell Disaster Services, Bergeron, and DRC. The recommendation of the selection committee is the execution of two agreements for Disaster Recovery Services; one with Ceres Environmental and the other with DRC. The term of the contracts will be for an initial period of five years beginning on or about June 1, 2017 and ending May 31, 2022. The contract will also include an additional five-year renewal option.

Mr. W. Henley (A-Colonial Heights) asked if either vendor plan on hiring local contractors. Mr. R. Nolan stated that each vendor that was selected has a base number of workers that travel with them and then they reach out to the local contractors to have them ready before they arrive. Mr. W. Henley (A-Colonial Heights) asked if within the first 70 hours will the vendors rely on the local contractors. Mr. R. Nolan stated that it depends on the situation. If they are aware in advance of a storm hitting a certain area, the vendors will have a team in location waiting prior to the storm. Mr. R. Dunn (M-Chesterfield) asked where the main operation is located. Mr. R. Nolan stated that both vendors are based in Florida. Mr. J. Clary (A-Henrico) added that once the contracts are signed, both firms offered to build relationships by meeting with each jurisdiction to get as much data as possible before hand, such as GIS data, street information and any third party sub-contractors. Mr. S. Chidsey (M-Hanover) added that it would be great for everyone to establish temporary debris staging locations in advance to help in the planning process.

A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. S. Chidsey (M-Hanover), and carried that **Resolution 17-12** be approved, accepted, and filed as submitted.

Item No. 8: Consideration of Resolution 17-13: Awarding Contracts for Professional Debris Monitoring Services

Mr. R. Nolan reported that a Request for Proposals (RFP) was issued February 17, 2017 for Professional Debris Monitoring Services to include providing monitors, collecting data to assist participating local jurisdictions with audits of Disaster Recovery Services Contractor invoices and to facilitate FEMA reimbursements. Four proposals were received, opened and read March 24, 2017. CVWMA staff reviewed the proposals and conducted interviews with all the respondents. A selection committee comprised of representatives from several member localities evaluated the proposal and made recommendations. The recommendation of the selection committee is the execution of Contracts with Tetra Tech and Thompson Consulting for these services. The term of the Contracts will be for an initial period of five years beginning on or about June 1, 2017 and ending May 31, 2022. The contracts will also include an additional five-year renewal option. Two other proposals were received from Louis Berger and Witt Obrien's.

A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. S. Chidsey (M-Hanover), and carried that **Resolution 17-13** be approved, accepted, and filed as submitted.

Item No. 9: Consideration of Resolution 17-14: Awarding the Contract for Propane Tank Collection and Recycling Services

Mr. R. Nolan reported that Request for Proposals (RFP) was issued March 19, 2017 for Propane Tank Collection and Recycling Services to include collecting the commonly used 20-pound propane tanks from designated collection sites as well as used 1 pound to 100-pound propane tanks. One proposal from Massey, Wood and West was received, opened and read on April 28, 2017 at 2:00 p.m.

CVWMA staff reviewed the Massey, Wood and West proposal with the members of the Technical Advisory Committee (TAC). The recommendation of the TAC is the execution of an agreement with Massey, Wood and West to continue providing Propane Tank Collection and Recycling Services. The term of the contract will be for an initial period of five years beginning July 1, 2017 and ending June 30, 2022. The proposed contract will also include an additional five-year renewal option.

Mr. S. Chidsey (M-Hanover) commented that the 1 pound tanks have been a challenge, so it will be nice to be able to recycle them under this new contract.

A motion was made by Mr. J. Clary (A-Henrico), seconded by Mrs. M. Phillips (M-Chesterfield), and carried that **Resolution 17-14** be approved, accepted, and filed as submitted.

Item No. 10: Operations and Program Statistics

Mr. R. Nolan informed the Board that the Recycling Rate Report has been submitted to the DEQ. He added that the Recycling Rate submitted was 58.9% compared to 58.8% last year. Mr. R. Nolan stated that the April program statistics were available for the Board. He mentioned that the program revenue from the various drop-off programs is \$300,000 higher year over year. These monies went back to jurisdictions.

Mr. R. Nolan mentioned the electronics event in Powhatan on April 22nd with the collection of 4,337 lbs. by Securis. He also reported the event in Hanover on April 29th reached 14,720 lbs. and

62 hard drives were shredded. He added that for the first time Yuck Old Paint, collected 1 ton of latex paint at no charge to the Authority or the County at the Hanover County event. Mr. R. Nolan added on May 6th there were successful events in Richmond with 9,000 lbs. collected; Henrico with 3,800 lbs. collected, and on May 13th in Henrico had a record collection of 16,475 lbs.

He added the following e-cycling events are coming up: May 20th Chesterfield County at the County Fairgrounds with Securis including hard drive shredding, and June 10th in Henrico County at Twin Hickory Library.

Chairman Lane asked if there were any refusals due to the \$5.00 charge of latex paint collection. Mr. S. Chidsey (M-Hanover) stated that there were a couple of people who walked away, but other than that it was a successful event. Mr. S. Wyatt (M-Hanover) added the local media did a good job covering the event. Mrs. K. Hynes thanked Hanover County for piloting the first latex paint event, and she hopes it will spread to other jurisdictions.

Mrs. K. Hynes updated the Board on the eWaste programs. She mentioned that in late January the Authority learned that the contractor eWaste Tech had not properly handled the disposal of televisions and monitors by storing that material in a local warehouse. Since then the Authority has tried to work with eWaste Tech Systems to get the material removed. She stated that eWaste Tech did not respond to the default notice and with more events coming up the Authority could not risk any more material stock piled, so CVWMA found eWaste Tech in default and terminated the contract. Mrs. K. Hynes explained to the Board that the Authority tried working with Mr. Felipe Wright, President and CEO, to provide the authority with manifests from downstream vendors to have as documentation and it was never received.

Mrs. K. Hynes reported that the landlord of the warehouse has been pressuring the authority to remove the waste. She stated that eWaste tech gave CVWMA a \$25,000 cash bond instead of a performance bond, and Staff plans to use that to defray the cost of other vendors to take over the e-cycling events and use any remainder to help with removal of waste. Staff notified DEQ so that they are aware of the situation, and DEQ contacted eWaste Tech and the landlord of the warehouse. Mrs. K. Hynes stated that the title of the material in the warehouse transferred to eWaste Tech upon collection. Mrs. K. Hynes mentioned that she received an email from DEQ to eWaste Tech that stated that they are working with another company to clean up the warehouses.

Mrs. M. Kelley (M-Henrico) asked why eWaste Tech has not moved the material. Mrs. K. Hynes stated that it is likely due to money issues. The CVWMA has paid eWaste Tech in full for recycling the material.

Mr. Jon Clary (A-Henrico) stated that eWaste Tech presented to the Technical Advisory Committee a year ago that they needed more funds to process this type of material to the new downstream vendor. Mr. J. Clary (A-Henrico) asked where the location of the other warehouse was in Henrico. Mr. R. Nolan stated that it was located at Byrd Industrial Park off Laburnum Avenue.

Mr. J. Howard (A-Chesterfield) asked if the landlord indicated if he has contacted anyone for help. Mrs. K. Hynes stated that the landlord asked CVWMA to provide vendors for them, which we did. She added that a local ewaste company has acquired former eWaste Tech employees and they plan to pursue the clean-up of material in both warehouses. Mr. J. Melis (A-Powhatan) asked what the total number of pounds of material is being stored. Mrs. K. Hynes stated that there is an estimated amount of 250,000 lbs. stored in the one warehouse. Mr. S. Chidsey (M-Hanover) asked if Staff

has calculated how much each jurisdiction has collected. Mrs. K. Hynes stated that Staff has not but is in the process of calculating the amount of material collected through the contract. Mr. J. Clary (A-Henrico) asked if the landlord asked Staff to contact DEQ. Mrs. K. Hynes stated that CVWMA met with DEQ and they are investigating it, but at this point in time there is no concern for public health and safety. She added that the landlord wants immediate clean-up for upcoming remodeling and that DEQ will follow the regulations.

Mr. E. Watson (M-Hopewell) asked if the Authority needed action from the Board before discussing compensating the landlord. Mrs. K. Hynes asked the Board their opinion. Mr. S. Chidsey (M-Hanover) recommended that the Authority come back to the Board for further discussion. Mrs. M. Kelley (M-Henrico) asked why the Authority should compensate the landlord. Mr. R. Dunn (M-Chesterfield) added that the contract states CVWMA does not have ownership of the material. Mrs. K. Hynes stated that eWaste Tech did not perform under the contract. Mr. R. Dunn (M-Chesterfield) added that CVWMA does not have a contract with the warehouse, therefore the landlord is not entitled to compensation from CVWMA. Mrs. K. Hynes stated that it would be a question for legal counsel. She informed the Board that CVWMA counsel will be at the Executive Committee meeting in June to answer any other questions, and invited Board members to attend.

Item No. 11: Technical Advisory Committee (TAC) Report

Mr. R. Nolan reported that the TAC discussed eWaste Tech issues, e-cycling RFP, and Yard Waste RFP. He stated that the next TAC meeting is scheduled for June 1, 2017.

Item No. 12: Earth Day Wrap Up

Mrs. Nancy Drumheller, CVWMA Public Affairs Manager, thanked the City of Colonial Heights and Mrs. Elke Gibbs, Executive Assistant to City Manager in Colonial Heights, for her collaborative effort with Staff creating the residential recycling and residential trash programs FAQ pamphlets for Colonial Heights residents.

Mrs. N. Drumheller shared a one page handout with each board member recapping outreach efforts for Earth Day 2017. She reported that Staff responded to 41 requests for the month of April, and of these requests 26 were for presentations and seven were for education materials. In addition, Staff received eight requests for events. Staff estimates impacting over 3,741 people compared to 3,244 last year, and distributed 33,528 educational materials compared to 28,157 last year.

Mrs. N. Drumheller shared highlights for the month's outreach which included; speaking during the Lunch and Learn Series at the Supreme Court of Virginia with an opportunity to speak again; and working with Pam Cooper (Chesterfield) and Clover Hill High School Administration, Michelle Huber and her Astronomy class, and several members of the Show Choir to educate over 1,800 students in two hours during four lunch periods. Mrs. N. Drumheller mentioned that she has never been part of a network to reach that many students in one day and it was wonderful to have full support from the School Principal. Mrs. N. Drumheller mentioned that Pam Cooper submitted the event as a Success Story to Clay Bowles (M- Chesterfield) for approval and was sent to the Chesterfield County Administrator.

In addition, Mrs. N. Drumheller reported that Staff worked in partnership with Pam Cooper (Chesterfield) and members of the Middle James Roundtable and created Recycling and Your Watershed Corn Hole Game which includes questions that addressed litter, recycling, MS4

education, and storm water. She added that the game was introduced to the public at the City of Richmond Earth Day at City Hall on Friday, April 21st and thanked Mr. David McNeel (M-Richmond) for coming to the event after the board meeting to show his support. Mrs. N. Drumheller mentioned that she took the educational game to the Virginia Recycling Association Annual Conference and shared the joint efforts as part of a statewide Education and Outreach session. She added that the comprehensive report does not reflect the educational efforts by locality staff or the calls processed by CVWMA's customer service team. Mrs. N. Drumheller stated that the month of April was quite busy as usual and added that if anyone has a contact for summer camps or other programs, please share with Mrs. N. Drumheller. She stated that CVWMA's Recycling Education and Outreach Specialist continues to make a lot of "cold calls" for programs as do other educators in other localities. Any information that makes the process easier to schedule locality wide programs, would be greatly appreciated.

Item No. 13: Public Information

Waste Reduction News

Mrs. N. Drumheller reported that the May 2017 Waste Reduction News electronic newsletter included: Special Recycling Collection Events Planned for May, Memorial Day Holiday to Delay CVWMA Collections, Composting Rain Barrels, and Did You Know? Mrs. N. Drumheller added that the e-newsletter was distributed to over 1,190 email subscribers. Top clicks include electronics and CVWMA event calendar.

Website Statistics, Social Media, and Curbside Email Reminder

Mrs. N. Drumheller mentioned the website statistical data for the month of March: 19,561 unique visitors made 20,023 visits to 217,001 pages. Mrs. N. Drumheller added that the top web pages viewed were: Homepage cvwma.com, Curbside Recycling –What to Recycle, Electronics, 2017 CVWMA Recycling Schedule (pdf). News feed had 4,315 items viewed.

Mrs. N. Drumheller reported that Staff continues to see a lot of social media activity promoting the new commodities, outreach events and locality events. Mrs. N. Drumheller reported a total of 292 new subscribers signed up for the email reminder in the month of April, with total subscribers now at 27,483 as of April 30, 2017.

Mrs. N. Drumheller and Staff encouraged members to take time to see the "Discarded: Recycled Items as Art" exhibit at City of Richmond Pine Camp and Community Center. The picture shown on the slide show was created by a local artist from junk mail. The exhibit is free and open until May 26.

Curbside Education Advisory Committee

Mrs. N. Drumheller reminded the Board that the Curbside Education Advisory Committee will meet on Friday, June 23 at 10 am. Staff will send out an Outlook invitation and email with the meeting agenda and draft of the Customer Service Survey.

Mrs. K. Hynes thanked Mrs. N. Drumheller for all her efforts. She informed the Board and presented Mrs. Drumheller with the esteemed Steward of the River Award, by the James River Advisory Council (JRAC). The Exceptional Service Award is presented to a long time JRAC member who exemplifies outstanding service and dedication to the James River Advisory Council as well as providing a voice for the river. Mrs. Drumheller has been a part of the JRAC since before she started with CVWMA and continues to be very involved with organizations. Some of the words in her recognition were: "Outstanding, hardworking energetic member at JRAC, supportive of the

initiative, she gets people involved and collaborates with others.” Mrs. K. Hynes congratulated and thanked Mrs. Drumheller for all her efforts and dedication to fostering CVWMA’s mission in the region.

Item No. 14: Financial Reports for April 2017

Mrs. K. Hynes reported that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of April 30, 2017. The CVWMA has a combined Net Income of \$102,393 year to date. The Net Income will decrease, as we incur additional expenses in the last two months of the fiscal year. The accounts receivable schedule reflects that all jurisdictions are current on their payments.

Mrs. K. Hynes mentioned that Staff scheduled an audit committee meeting for May 24th at 1:00 with the audit firm Brown and Edwards to discuss preliminary audit planning for FY17 audit.

Mr. R. Dunn (M-Chesterfield) asked if Petersburg was current with their payments. Mrs. K. Hynes stated that Petersburg and all localities are current with their payments.

Chairman Lane then opened the floor for a motion to accept and file the Financial Reports for April 2017 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mrs. M. Phillips (M-Chesterfield), and carried that the Financial Reports for April 2017 be approved, accepted, and filed as submitted.

Item No. 15: 2017 Budgetary Transfers Report

Mrs. K. Hynes reported that Staff has reviewed revenues and expenses by line item and made projections through the end of the fiscal year. Each line item was compared to budget to identify any necessary transfers in excess of \$2,500 between categories in the 2017 budget. CVWMA has deemed no budgetary transfers are necessary for the 2017 fiscal year. Any transfers that do not meet the \$2,500 criteria will be presented and reviewed with the CVWMA Audit Committee at the completion of the 2017 audit.

Item No. 16: Consideration of Resolution 17-15: Reaffirming the Pay and Classification Plan for Fiscal Year 2017-2018

Mrs. K. Hynes reported the CVWMA Board approved the 2017-2018 Operating Budget presented by staff at the regular meeting on December 16, 2016. **Resolution 17-09** adopting the Pay and Classification Plan for the fiscal year beginning July 1, 2017 and ending June 30, 2018 and the 2018 Operating Budget reflect a 3% salary increase for all employees effective July 1, 2017 based on performance. This resolution calls for the Board to reaffirm the 3% salary increase at their regular meeting in May 2017. Staff has reviewed the upcoming budget and current and anticipated levels of activity. Revenue from the sale of paper in the drop off program is budgeted very conservatively and is expected to continue at above budgeted levels. In addition, CVWMA now receives a rebate of a minimum \$20/ton on the comingled material in the Drop-Off Recycling Program which has also increased net revenue in the Drop Off Fund. Therefore, the 3% wage increase budgeted for fiscal year 2017-18 is deemed sustainable.

Mr. Chidsey (M-Hanover) stated that there has been a decrease in paper revenue. Mrs. K. Hynes stated that it should not put the Authority in jeopardy of a loss in net income. Mr. W. Henley (A-

Colonial Heights) stated that the revenue in Colonial Heights has not recovered, and that their staff will only receive a 2% increase. He added that they will also incur higher health premiums. Mr. S. Chidsey (M-Hanover) and Mr. J. Howard (A-Chesterfield) both mentioned that their employees will also receive a 2% increase. Chairman Allen asked if 3% is the maximum increase. Mrs. K. Hynes stated that 3% is the maximum increase and it is merit based.

A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mrs. M. Phillips (M-Chesterfield), and carried that **Resolution 17-15** be approved, accepted, and filed as submitted.

Item No. 17: Administrative

Mrs. K. Hynes reported that Mrs. N. Drumheller and Pam Cooper presented on the litter volunteer program at the VRA Conference. Mrs. K. Hynes added that she and Tad Phillips, TFC Recycling presented on contamination in Curbside Recycling Programs. She also moderated a session on the future of glass recycling.

Mrs. K. Hynes mentioned that she will attend the Maryland Recycling Conference with the Recycling Partnership Program on June 12th in Baltimore. DEQ asked her to join a workshop on June 28th with experts from DEQ, EPA and other industry experts on ewaste. She added that she has a meeting on Monday, May 22nd with the Henrico County Manager to discuss the CVWMA strategic plan and recycling carts.

Mrs. K. Hynes informed the Board of new members being added to the Board. She mentioned Mr. Doug Smith (M-Colonial Heights) was appointed last month from Colonial Heights. Dr. Emmanuel Adcediran resigned as a member from the City of Richmond due to accepting a new position with the City of Petersburg. She added that the City of Richmond is currently looking for a new Board member.

Mrs. K. Hynes reminded the Board there is an Audit Committee Meeting on May 24th at 1:00pm, the TAC meets on June 1st at 9:00am and the Executive Committee Meeting is on June 6th at 2:00pm. Mrs. K. Hynes mentioned that the board will meet on June 16th for the June board meeting, and the Curbside Education Advisory Committee is on June 23rd at 10:00am.

Old/New Business

Mrs. Patricia Paige (M-New Kent) thanked Mrs. N. Drumheller and Staff for their recycling education. She stated that New Kent County's Clean Committee asked the County to practice recycling and offered employees new drinking cups as an appreciation gift to reduce waste.

With no further business to come before the Board, Chairman Lane opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 10:20 a.m. The motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Clary (A-Henrico) and carried that the May 19, 2017 Board of Directors' meeting be adjourned.



CERTIFICATE

I, J. Allen Lane, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the May 19, 2017 regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held at 9:00 a.m., June 16, 2017. Given under my hand and seal of the CVWMA this 16th day of June 2017.



J. Allen Lane, Chairman

RESOLUTION 17-12

A resolution awarding contracts for Disaster Recovery Services between the Central Virginia Waste Management Authority and Ceres Environmental and DRC, Inc. and authorizing the Special Project Service Agreements with participating local jurisdictions for a five (5) year period commencing on June 1, 2017.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 7 of the May 2017 Board Agenda outlined the proposed Disaster Recovery Services between the Central Virginia Waste Management Authority and Ceres Environmental; and

WHEREAS, the report included as Staff Agenda Item No. 7 of the May 2017 Board Agenda outlined the proposed Disaster Recovery Services between the Central Virginia Waste Management Authority and DRC, Inc. and between Central Virginia Waste Management Authority and Ceres Environmental; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Disaster Recovery Services between the Central Virginia Waste Management Authority and DRC, Inc. and between Central Virginia Waste Management Authority and Ceres Environmental; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested; and

THEREFORE, BE IT RESOLVED, that this resolution shall be in full force and effect upon its passage.

Adopted this 19th of May, 2017

ATTEST:


J. Allen Lane, Chairman

RESOLUTION 17-13

A resolution awarding contracts for Professional Debris Monitoring Services between the Central Virginia Waste Management Authority and Tetra Tech and Thompson Consulting and authorizing the Special Project Service Agreements with participating local jurisdictions for a five (5) year period commencing on June 1, 2017.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 8 of the May 2017 Board Agenda outlined the proposed Professional Debris Monitoring Services between the Central Virginia Waste Management Authority and Tetra Tech and between Central Virginia Waste Management Authority and Thompson Consulting.; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Professional Debris Monitoring Services between the Central Virginia Waste Management Authority and Tetra Tech and between Central Virginia Waste Management Authority and Thompson Consulting; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested; and

THEREFORE, BE IT RESOLVED, that this resolution shall be in full force and effect upon its passage.

Adopted this 19th of May, 2017

ATTEST:



J. Allen Lane, Chairman

RESOLUTION 17-14

A resolution awarding a contract for Propane Tank Collection and Recycling Services between the Central Virginia Waste Management Authority and Massey, Wood and West and authorizing Special Project Service Agreements with participating local jurisdictions for a five (5) year period commencing on July 1, 2017.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 9 of the May 2017 Board Agenda outlined the proposed Propane Tank Collection and Recycling Services for the Central Virginia Waste Management Authority by Massey, Wood and West; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Propane Tank Collection Services between the Central Virginia Waste Management Authority and Massey, Wood and West; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested.

THEREFORE, BE IT RESOLVED, that this resolution shall be in full force and effect upon its passage.

Adopted this 19th of May, 2017

ATTEST: 
J. Allen Lane, Chairman

RESOLUTION 17-15

A resolution reaffirming and adopting the 3% salary increase included in the Pay and Classification Plan of the 2018 Operating Budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

1. That the Pay and Classification Plan for the fiscal year beginning July 1, 2017, and ending June 30, 2018, included as part of the 2017-2018 Operating Budget approved by the Board of Directors at the regular meeting on December 16, 2016, is hereby affirmed by the CVWMA Board of Directors. The CVWMA Executive Director is hereby authorized to make disbursements in accordance with the 2017-2018 approved Pay and Classification Plan, and
2. That the Pay and Classification Plan includes an open range pay scale consisting of thirty-two grades, and
3. That the Pay and Classification Plan reflects a 3% salary increase for all employees, and
4. That Section 10; Appendix A of the Authority's *Personnel Policies, Benefits and Procedures Manual* includes the pay scale and grading system for 2017-2018, and
5. That this resolution shall be in full force and effect on and after the first day of July 2017, and shall constitute the Pay and Classification Plan for the fiscal year commencing on that date.

Adopted this 19th day of May 2017

Attest:



J. Allen Lane, Chairman