

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 17, 2018
6605 COURTS DRIVE
PRINCE GEORGE, VA 23875**

MEMBERS/ALTERNATES PRESENT

Voting:

Marcia Phillips (M-Chesterfield), Chairman
Scott A. Wyatt (M-Hanover), Vice Chairman
Patricia Paige (M-New Kent), Secretary
Robert L. Dunn (M-Chesterfield), Director
Lee Sloppy (M-Ashland)
Ricky Hicks (M-Charles City)
Scott Zaremba (M-Chesterfield)
Leigh Dunn (M-Goochland)
Stephen Chidsey (M-Hanover)
Marcia E. Kelley (M-Henrico)
Chip England (A-Henrico)
Jon Clary (A-Henrico)
Monique Robertson (M-Hopewell)
Tangela Innis (M-Petersburg)
William Riggleman (A-Petersburg)
Johnny Melis (A-Powhatan)
Michael Purvis (M-Prince George)
David McNeel (M-Richmond)

Non-Voting:

William Riggleman (A-Petersburg)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Terry Eckhout, Accounting and Financial Manager
Reginald D. Thompson, Operations Technician
Nancy Drumheller, Public Affairs Manager
Mary Beth Mains, Part-time Administrative Assistant

MEMBERS/ALTERNATES NOT PRESENT

Mark Kukoski (M-Richmond), Treasurer
J. Allen Lane (M-Henrico), Past Chair
Jennifer Schontag (A-Ashland)
Michelle Johnson (A-Charles City)
Clay Bowles (A-Chesterfield)
Jeffrey Howard (A-Chesterfield)
Al Pace (A-Chesterfield)
Doug Smith (M-Colonial Heights)
William E. Henley (A-Colonial Heights)
Dwayne Jones (A-Goochland)
Randy Hardman (A-Hanover)
Michael Flagg (A-Hanover)
Robert Whiteman (M-Henrico)
Bentley P. Chan (A-Henrico)
James H. Burrell (A-New Kent)
Cindy Odum Harris (M-Powhatan)
Rod Compton (A-Prince George)
Miles Jones (M-Richmond)

Guests:

Valerie Brockett, Prince George County

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With a quorum in attendance Chairman Marcia Phillips (M-Chesterfield) called the meeting to order at 9:09 a.m. Chairman Phillips thanked our host, Prince George County for their generosity and for providing breakfast.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

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

Item No. 2: Minutes of the Regular Meeting of June 15, 2018

Chairman Phillips opened the floor for a motion to approve the minutes of the regular meeting of June 15, 2018 as submitted. A motion was made by Mr. J. Clary (A-Henrico), seconded by Mr. S. Chidsey (M-Hanover), and carried that the minutes of the June 15, 2018 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 3: Installation of Officers for Fiscal Year 2018-2019

Mrs. Terry Eckhout, CVWMA Accounting and Financial Manager, administered the Oath of Office to the new officers for the 2018-2019 fiscal year. Mrs. T. Eckhout requested that all officers-elect stand, raise their right hand, and recite the Oath of Office after her.

Officers Sworn in for the 2018-2019 Fiscal Year are as follows:

Mrs. Marcia Phillips (M-Chesterfield).....Chairman
Mr. Scott Wyatt (M-Hanover).....Vice-Chair
Ms. Patricia Paige (M-New Kent)Secretary
Mr. Robert Dunn (M-Chesterfield).....Director

Mr. Mark Kukoski (M-Richmond), Treasurer, was not in attendance.

Item No. 4: Chairman's Report

Consideration of Resolution of Appreciation for M. David McNeel

Chairman Phillips noted that Mr. McNeel is retiring from service with the City of Richmond and also from the CVWMA Board and she thanked him for his support to the Board. Chairman Phillips asked Mrs. Teresa Eckhout, CVWMA Accounting and Financial Manager, to read the resolution. A motion was made by Mr. R. Dunn (M-Chesterfield), Director, seconded by Mrs. M. Kelley (M-Henrico), and carried that the **Resolution of Appreciation** for Mr. David McNeel be approved as presented. Mrs. K. Hynes, CVWMA Executive Director thanked Mr. McNeel for his help in coordinating with the City of Richmond and for his contributions to the Board and she wished him well.

Chairman Phillips noted that the **Resolution of Appreciation** for Mr. Allen Lane (M-Henrico), former Chairman will be deferred until next month when Mr. Lane can attend.

STAFF AGENDA

Item No. 5: 2018 Education and Outreach and Program Statistics Presentation

Mrs. Nancy Drumheller, CVWMA Public Affairs Manager, stated she would showcase efforts —throughout the region in Fiscal Year 2018 for education and outreach. Who are our customers? The localities and the public. Mrs. Drumheller, stated that this year CVWMA staff sent out a Customer Service Survey to our external customers in September that ran through November 15, 2017 to find out how we are doing, what programs the public wants offered by local governments, customer service, and how they want to receive information from us. Kim Hynes provided a full report to the board members of the survey results in January. This information is also posted on the CVWMA website.

CVWMA Public Information staff and Call Center staff continue to be busy making a positive impact in the region. Staff provide daily customer service and outreach and education in a variety of ways. Staff continues to use in-home, away-from-home and online communications to provide customers (internal and external) with program information and the importance of recycling correctly as we found our customers get information through the multi-channel world of social media including telephone calls, public events, and outreach programs simultaneously.

Referring to the slides, Mrs. Drumheller noted the challenges to CVWMA brand as it has many different faces in the region because each of the member jurisdictions offers different programs to their residents. She went on say, the Authority has a big broad footprint in the region, yet it appears the public still does not understand who we are and what we do. A high level of expertise is needed for staff positions.

Mrs. Drumheller noted that public information staff continue to implement outreach and education in multiple formats each month. The total outreach numbers for this fiscal year are lower than last year, but the Educational Outreach Specialist position was vacant for 2 months until Ms. Kate Carney started in October. Even with the vacancy, we made a big difference. Requests come from many different groups. Mrs. Drumheller reported that Public Information (PI) staff (Mrs. Drumheller and Ms. Carney) responded to 334 requests for the fiscal year, and of these requests 192 were for presentations (although possibly as many as 300 actual presentations because each request could include 6 or 7 separate programs on one request), worked 36 events, served on judging panels 4 times processed 77 requests for educational materials. Staff estimates impacting over 16,000 people through education and outreach and distributed over 65,000 educational materials. Mrs. Drumheller noted that we count media and events as one as we have no actual count. She went on to report that the data she was presenting was only the efforts of the PI staff and does not include what is being done by the locality staff in education and outreach or efforts by the CVWMA Customer Service Team.

Mrs. Drumheller pointed out that PI staff provided service to all 13-member localities this past fiscal year. Our service area is very large and a broad knowledge base is required as each locality does things a little differently. In addition, staff continues to try to stay current with Standards of Learning for public schools, especially in the area of STEM and/or STEAM (Science, Technology, Engineering, Art and Math).

PI staff provide educational materials with the longest shelf life as possible as we want to keep our educational messages in front of the public as much as possible. Educational materials were requested and distributed across the region, which included collection schedules, extra container stickers, plastic bag keepers, handouts, magnets and much more. Mrs. Drumheller noted that PI staff counted out, packaged, and distributed over 65,000 educational materials in FY18, compared to 88,000 materials distributed in FY17. Mrs. Drumheller noted there was no educator for several months and so less materials were distributed. Finally, Mrs. Drumheller also noted that staff worked with Jerry McKenna, former director of the Henrico County Public Library, Jon Clary and Megan Brown for bookmarks in all of Henrico Libraries as part of America Recycles Day and this is part of the reason why Henrico had the largest quantity of educational materials distributed, 23,381.

Mrs. Drumheller noted it was brought to their attention while showing the Journey to the MRF video, that there was a group that was not being served, the Hearing Impaired. Staff added Closed Captioning to the video this past year. Spanish subtitles were also added which fulfilled one of staff's Strategic Plans items of reaching other populations.

In addition, Mrs. Drumheller referenced our Mascot R3, our R3 puppet as well as our Reduce, Reuse, Recycle Special Scout Patch. Mrs. Drumheller spoke of the how important partnerships are to the Authority and this year staff worked with Richmond Family Magazine Kids Can- Do Feature and Kate Carney had three different recycled crafts featured in three separate monthly issues. Over 38,000 Richmond Family Magazines are distributed at over 850 locations from Ashland to Petersburg and over 8,000 families receive their e-news. There is also an online feature.

Mrs. Drumheller mentioned that the Authority received the \$5,000 education grant from the Carton Council to educate residents about recycling cartons. An added value to this grant award, was that Mrs. Drumheller was asked to be on a panel of speakers with Barbara Heineken (Carton Council) to share with members of the Maryland Recycling Network and others registered during a free webinar on how CVWMA used the grant monies for education and outreach.

For America Recycles Day, Mrs. Drumheller shared the value of working with local magician and juggler, Jonathan Austin who taught children and adults about the importance of recycling, litter prevention, reusing things, natural resources and more. He talked about plastic bags and to make sure to recycle them if you use them at local grocery stores as they harm wildlife and contaminate. He included a magic act on cartons and what new items they can be made into as well as how to use plastic bags to learn how to juggle. Over 3,400 students and adults were impacted. An added value of these special recycling education programs includes fulfillment of Municipal Separate Storm Sewer System (MS4) Education credits for reporting to National Pollutant Discharge Elimination System (NPDES) for our localities.

In addition, Mrs. Drumheller mentioned the contest with CBS6 and over 4,500 people participated by answering questions about carton recycling to be eligible to enter the contest to win a \$250 gift card. There were over 2,900 people that asked for more information about CVWMA which was not a requirement to be eligible for the contest. Mrs. Drumheller reiterated the added value of all of the partnerships CVWMA has developed. The survey culminated on America Recycle Days and Mrs. Hynes was interviewed on Virginia This Morning.

Ms. Drumheller shared information on slide about Earth Day and all the activities that took place across the region.

CVWMA staff heavily promotes member jurisdictions and CVWMA continually works with localities for assistance and support in sharing information to residents. It's now more important than ever that we work together to clean up the recycling stream. Mrs. Drumheller thanked the localities for their efforts on social media and signage to help with contamination messaging but noted that people do not seem to get it. They are still using plastic bags to take their recyclables to the drop off.

Mrs. Drumheller noted the annual collection schedule is the biggest educational material that CVWMA staff circulates. Staff includes as many educational messages as we can on it as the public looks for this piece each year. Once again, our friend and avid recycler, Andrew Frieden (local NBC 12 Meteorologist), a valuable partner shared a picture of his new calendar with all his followers on social media.

Mrs. Drumheller stated that the Customer Service Team is the Authority's front line with the public, and two full time representatives and previously, one-part time representative, and one Call Center Supervisor provide customer service to between 9,000-10,000 calls a month and are like a 411 because we have so many different programs. The Call Center received over 100,000 calls this fiscal year. About 50,000 heard a message in the phone queue and did

not call back. Our Customer Service Team processed over 53,000 inbound calls, made over 6,800 outbound calls (follow-up, verify service) , and responded to over 6,180 web/email requests. In addition, they mailed out over 11,000 publications and over 678 Plastic Bag Keepers and processed many credit card sales of bins and carts. Mrs. Drumheller discussed the value of live agents and the countless teachable moments they provide especially with the impact of contamination, service issues, inclement weather, slides, etc. Mrs. Drumheller relayed the Customer Service Team is doing a great job in their positions which are customizable depending on each program the jurisdictions participate in.

Mrs. Drumheller reported CVWMA continues to see a lot of online communications, as an educational component all on its own. In addition to keeping the website current and daily posts on social media, staff adds educational Pins on Pinterest and maintains a locality specific page for all 13-member jurisdictions, an Event calendar for any special collection events, the Recycling Wizard feature as well as sharing locality information, videos, award recognition etc. Online communications are being completed simultaneously while staff are providing programs, answering emails, etc. Mrs. Drumheller reported that other Outreach Services include the Curbside Email Reminder, the Waste Reduction News Monthly electronics newsletter, the Regional Waste Line and the Electronic Recycling Collection Update Email blast.

Mrs. Drumheller stated that there were over 205,200 unique visitors, meaning each user information or email address is only counted once and there were over 429,400 page visits. CVWMA has over 8,000 Likes/Followers on Facebook. Followers want to see the events that are going on and Do It Yourself projects (DIY). Pinterest visits average about 1,000 impressions per month and 31,000 users subscribe to the Curbside Email Reminder. Waste Reduction News Monthly Email Newsletter has more than 1,300 subscribers.

Contamination is impacting all residential and drop-off recycling programs. Some of the member localities are now paying more for recycling collection services because of contamination issues. We need help getting the word out to recycle right. How do we educate residents on the impact they are each making when they do not recycle correctly? People need to see education messages 21 times before it sinks in. Mrs. Drumheller thanked Mrs. P. Paige, (M-New Kent), Secretary, for sharing New Kent's recycling publication which showed how to recycle.

As we start our new fiscal year, Mrs. Drumheller stated CVWMA staff goals included going back to the basics of recycling, contamination education and working with CVWMA recycling contractors as they roll out Oops! Stickers to educate users about contamination. In addition, the Authority plans to work towards upgrading the phone system to include more effective messages for external customers. Staying current and maximizing technologies that engage customers is another priority as well as continuing to promote consistent messaging on accepted items and working with member localities to collaborate regionally on educational messages, and lastly ensure sustainability of our programs.

Mr. Rich Nolan, CVWMA Director of Operations, presented the annual report on Fiscal Year 2018 Program Statistics. He noted that 37,152 tons of recycling was collected in the Residential Recycling Program in Fiscal Year 2018. This is slightly less than the previous year, by 762 tons. County Waste collected over 3,000 additional tons in Chesterfield County which was not part of the CVWMA program. Mr. Nolan noted there was a decrease in tonnage in Petersburg possibly due to contamination reinforcement.

Referring to the slide Mr. Nolan noted the Residential Recycling tonnage was highest in Henrico, at 31.4%. Richmond and then Chesterfield followed next with 29.1% and 27.2% respectively. Mr. Nolan noted all other participating jurisdictions were consistent with previous years.

The average monthly misses for FY18 were 617 which is skewed by 2 major snow storms that occurred in January of 2018. Other factors that contributed to the increase year over year are more locality programs have been added since 2014 and carts were added in Richmond in FY16. Mr. Nolan noted that if the 2,000 calls that came in during the January 2018 snow storms were removed, the average number of misses would be 478 which is in line with previous years.

Since May 2014 CVWMA has received a rebate from our contractor TFC on the sale of recyclables but effective 3 months ago, the rebate was removed as part of the TFC negotiation. This was due to China's nonacceptance of contaminated mixed paper products. In FY18, \$534,521 was provided back to localities which is less than FY17's \$173,946. Mr. Nolan stated the new TFC contract could yield positive rebates or negative costs depending on how the markets respond in the next year.

Continuing, Mr. Nolan reported that in the Drop-Off program the volume has decreased slightly from 7,172 tons in FY18 to 6,882 tons for FY18. Mr. Nolan noted Mixed Paper tonnage is down by 404 tons.

Mr. Nolan also reported on Other Programs including scrap metal and CFC/HCFC Recovery. The CFC/HCFC removal program has seen an uptick due to Chesterfield and Goochland joining the programs. Mr. Nolan noted Safe Garage Programs were down in used oil and antifreeze but up in Category 1 (paints and solvents).

Mr. Nolan reported that there was a 237 ton increase in the Waste Tire program mainly due to Hanover County and the Propane Tank program had an increase of 311 mainly due to population growth. The Lead Acid Battery Program had 3,625 units collected. Textiles had a 160 ton decrease in FY18 due to the removal of a Goodwill trailer from the Henrico program. Mr. Nolan noted a big drop in eWaste collections mainly due to a change in contractors and fewer events held in FY18.

Mr. Nolan noted that \$1,036,301 was returned to the jurisdictions in FY18 which is \$300,000 more than has ever been returned to the jurisdictions and the highest amount of revenue ever recorded by CVWMA. Scrape metal revenue was up by \$300,000 in FY18 contributing to a net \$82,000 increase from FY17 in total program revenues. Mr. Nolan highlighted that Used Oil revenue is up by \$7,500 in FY18 even though the volume is down. He added receipts from lead acid batteries was up by \$426. OCC revenue dropped by \$10,298 due to China's crack down on contamination and limiting acceptance of OCC and mixed paper.

MSW Convenience Center Trash collections are up Mr. Nolan stated noting Chesterfield South's strong growth and Residential MSW tonnage was steady in FY18. Mr. Nolan noted that Chesterfield is now hauling trash themselves from the convenience centers.

Mr. Nolan noted Residential Curbside Recycling revenue was \$534,521 and recycling revenue from the Drop Off Sites realized \$1,036,301 in FY18; totaling \$1,570,822 in revenue provided back to the localities.

In closing Mr. Nolan noted the world events and China no longer importing recyclables and mixed paper will probably continue to have a negative effect on CVWMA's Residential Recycling Program. He also stated that some local United States paper mills have recently reopened so that should positively affect our program, in the long run. The strong United States economy will also be the recycling markets outlook.

Mr. Nolan stated the 5-year update for the Solid Waste Management plan is due to the VA DEQ in August 2019. There are a few landfills in the area who have not been granted approvals to expand and some of the airspace is included in the currently approved plan.

Curbside contamination will be the focus of CVWMA this coming year. New rejection stickers have been created and Mrs. Hynes and Mr. Nolan will be meeting with individual contractors to help to correct the contaminations.

Mr. S. Wyatt (M-Hanover), asked Mr. Nolan what the long-term plan is. Mr. Wyatt noted a Canadian company will be purchasing the Hanover company, Bear Island Paper. Mr. Wyatt also referred to the tariffs that were recently placed on paper exports. Mr. Nolan stated foreign companies are buying older plants in the United States and some will be taking residential Mixed Paper eventually. He believes it will make recycling stronger by recycling domestically. Mr. Nolan stated he thought cleaning up recycling now will increase marketability and sustain recycling for the future.

Item No. 6: Residential Recycling Program

Mr. R. Nolan, CVWMA Director of Operations, reported that the total tonnage of recyclables collected in the month of July in the residential program was 3,051 tons, 123 tons more than last July. Mr. R. Nolan also added that there was a total of 615 misses for the month compared to 527 in 2017. The misses were consistent across all contractors.

Mrs. K. Hynes, CVWMA Executive Director stated CVWMA has come to an agreement with TFC to amend their contract. She stated that there appears to be an uptick in commodity pricing and cardboard prices are rising slightly with a \$5.00 per ton increase in August 2018. She hopes the uptick in pricing activity will continue over the next year and beyond. Mrs. Hynes also stated there will be new service agreements that will need to be signed by the localities.

Item No. 7: Municipal Solid Waste (MSW) Program

Mr. R. Thompson, CVWMA Operations Technician, stated that CFS is cracking down on the contamination issue in Petersburg's Curbside Recycling program. They rejected 834 cans due to contamination in June and July. CVWMA staff met with the City of Petersburg on Tuesday, August 14th and shared this information. Mrs. K. Hynes, CVWMA Executive Director, has offered to talk about recycling contamination at Council and/or Ward meetings to help bring awareness to the contamination issues.

In the month of July 21 misses were recorded in Ashland and 26 misses for the Chesterfield tax relief program for County Waste. For the month of July in Colonial Heights, 52 misses were recorded, 98 misses in Hopewell; and 119 misses in Petersburg in the trash program in July. Mr. R. Thompson reported CFS was penalized \$500 for the drop off recycling program due to 5 missed pulls in Henrico County last month.

Mr. S. Chidsey (M-Hanover) asked where Petersburg recycling loads are going. Mr. Nolan stated they are now going to County Waste. Mrs. Hynes stated they are trying to work things out with TFC for the future.

Item No. 8: Operations and Program Statistics

Mr. R. Nolan stated that the July program statistics were not available due to some new fiscal year formatting issues. He stated that he would email and post online when they are available. The June 2018 and Fiscal Year 2018 program statistics are available on the website.

In September, staff will be preparing a resolution for the Board to consider to award Household Hazardous Waste and Used Oil contracts. An evaluation committee has interviewed two offerors and another will be interviewed later today. Recommendations will be presented for consideration at the September Board Meeting. The 5-year contract will be effective July 1, 2019. Another RFP is being drafted for Ashland MSW and another for Roll Off and FEL Recycling was recently issued.

Item No. 9: Technical Advisory Committee (TAC) Report

Mr. Nolan reported that the TAC met on August 2, 2018 and a representative from the Virginia Department of Emergency Management (VDEM) spoke with the group to answer questions regarding FEMA and VDEM reimbursement in the event of a major disaster. The next TAC meeting is scheduled for September 6, 2018.

Item No. 10: Public Information

Contamination

Mrs. N. Drumheller stated staff has worked with the Recycling Partnership to customize Oops! Stickers for our residential recycling contractors to use. The contamination issue needs regionwide education. Mrs. Drumheller stated we have been doing education programs in schools for 25 years and those children are now adults. Residents need to understand how

their actions impact the programs in their jurisdictions by not recycling correctly. Mrs. Drumheller referred to the slide which showed the remains of a truck that had caught on fire due to lithium batteries in the recycling. Paint, wood, plastic bags were found in the recycling and Mrs. Drumheller reiterated the need to get the message across to the residents, for safety and for the financial and environmental health of the program.

The Curbside Education Advisory Committee shared many suggestions at the last meeting and a sample of staff effort so far are newspaper advertisements, Oops! Stickers, an article by Mrs. K. Hynes, and a CBS TV 6 media interview. Mrs. Drumheller stated Mrs. Hynes will be meeting with each of our contractors to discuss the roll out of the Oops! Stickers.

Education and Outreach

Mrs. N. Drumheller reported that staff responded to 42 requests for the month of July, and of these requests, 32 were for presentations, 6 were for educational materials, 3 were grassroots events and 1 media interview. Mrs. Drumheller stated that she and Ms. K. Carney created a new “Rethink Waste. Landfill? Recycle?” table top display, lessons and post lesson activities. In addition, Henrico County is adding 100 homes to its residential recycling program starting on September 11, 2018.

Call Center/Customer Service July

Our 3 Customer Service Representatives responded to over 8,900 calls, 728 emails in addition to mailings, cart management, database additions, and credit card purchases for carts and bins. In addition, Customer Service Representatives are educating an estimated 1,000 callers a month on contamination and accepted items.

August 2018 Waste Reduction News

Staff continues to use this online newsletter to encourage the public to recycle right, to reduce and reuse and to volunteer for the annual James River Regional Cleanup.

CVWMA Website Statistics, Social Media, and Collection Day Email Reminder

Mrs. Drumheller mentioned the website statistical data for the month of July: 18,401 unique visitors made 39,671 visit to over 149,074 pages. Mrs. Drumheller reported that staff continues to see a lot of social media activity. Mrs. Drumheller reported a total of 328 new subscribers signed up for the email reminder in the month of July, with total subscribers now at 31,595 as of July 31, 2018.

James River Regional Cleanup

Mrs. N. Drumheller reported that volunteers are needed for the annual regional river cleanup that will take place on Saturday, September 8, 2018 from 9:00 a.m. to 1:00 p.m. She mentioned that many of the Authority’s member localities are hosting cleanup sites.

Item No. 11: Financial Reports for July 2018

Mrs. T. Eckhout, Accounting and Financial Manager, reported that July is the first month of the new fiscal year and financial activity is consistent. The Authority has a combined Net Income of over \$526,112. The annual operating assessment is billed annually at the beginning of the year, therefore, net income will decrease monthly as operating expenses are incurred.

The accounts receivable schedule is included and reflects the details of the amounts due to the Authority. All accounts are current.

2018 Annual Audit

CVWMA audit firm Brown & Edwards conducted their field work the week of July 30th. Staff is completing the 2018 Comprehensive Annual Financial Report (CAFR) and will be discussing the results of the audit and the draft CAFR with the Audit Committee on August 28th. The CAFR is to be presented at the September Board of Directors meeting for approval.

Chairman Phillips opened the floor for a motion to accept and file the Financial Reports for July 2018 as submitted. A motion was made by Mr. S. Chidsey (M-Hanover), seconded by Mrs. P. Paige (M-New Kent), Secretary, and carried that the Financial Reports for July 2018 be approved and filed as submitted.

Item No. 12: Administrative

Mrs. K. Hynes welcomed Ms. Tangela Innis (M-Petersburg), the newest CVWMA Board member representing the City of Petersburg. On August 29th there is a meeting scheduled at the Crater Planning District Commission to discuss what we can do going forward to sustain recycling.

Mrs. Hynes reminded the Board that included in this fiscal year budget is a Pay and Classification study. Work has already begun on the study and she expects to be able to discuss and present the results to the Executive Committee and to the Board by the end of the calendar year.

Mrs. Hynes stated the Audit Committee will meet on August 28th to talk about the CAFR results. The results will be presented at the September Board meeting. The Technical Advisory Committee will meet Thursday, September 6th at 9 a.m. and the Executive Committee will meet on Thursday, September 13, 2018 at 2:00 p.m. Mrs. Hynes stated she will be on vacation September 1st through the 12th and she thanked her team for another good fiscal year and for all of their support.

Mrs. Hynes closed by thanking Ms. Valerie Brockett and Prince George County for hosting the August Board meeting and providing breakfast and goody bags. The September 21st Board Meeting will be in Richmond.

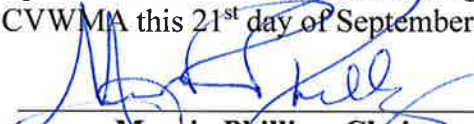
Old/New Business

Chairman Phillips asked if there was any old or new business to come before the Board and with no further business to come before the Board, Chairman Phillips opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 10:25 a.m. The motion was made by Mr. S. Wyatt (M-Hanover), Vice Chairman, seconded by Mr. J. Clary (A-Henrico) and carried that the August 17, 2018 Board of Directors' meeting be adjourned.



CERTIFICATE

I, Marcia Phillips, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the August 17, 2018 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., September 21, 2018. Given under my hand and seal of the CVWMA this 21st day of September 2018.



Marcia Phillips, Chairman

