

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
DECEMBER 14, 2018  
2104 W. LABURNUM AVENUE  
RICHMOND, VIRGINIA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

Marcia Phillips (M-Chesterfield), Chairman  
Patricia Paige (M-New Kent), Secretary  
Mark Kukoski (M-Richmond), Treasurer  
Robert L. Dunn (M-Chesterfield), Director  
J. Allen Lane (M-Henrico), Past Chair  
Lee Sloppy (M-Ashland)  
Ricky Hicks (M-Charles City)  
Clay Bowles (A-Chesterfield)  
William E. Henley (A-Colonial Heights)  
Dwayne Jones (A-Goochland)  
Stephen Chidsey (M-Hanover)  
Michael Flagg (A-Hanover)  
Marcia E. Kelley (M-Henrico)  
Robert C. Whiteman (M-Henrico)  
Monique Robertson (M-Hopewell)  
William Riggelman (A-Petersburg)  
Johnny Melis (A-Powhatan)  
Michael Purvis (M-Prince George)  
Miles Jones (M-Richmond)

**Non-Voting:**

Jeffrey Howard (A-Chesterfield)  
Jon Clary (A-Henrico)  
James H. Burrell (A-New Kent)

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Nancy Drumheller, Public Affairs Manager  
Teresa Eckhout, Accounting and Financial Manager  
Stephanie Breaker, Customer Service Supervisor  
Reginald D. "Reggie" Thompson, Operations Technician  
Mary Beth Mains, Part-Time Administrative Assistant

**MEMBERS/ALTERNATES NOT PRESENT**

Scott A. Wyatt (M-Hanover), Vice Chairman  
Jennifer Schontag (A-Ashland)  
Michelle Johnson (A-Charles City)  
Scott Zaremba (M-Chesterfield)  
Al Pace (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Leigh Dunn (M-Goochland)  
Randy Hardman (A-Hanover)  
Chip England (A-Henrico)  
Bentley P. Chan (A-Henrico)  
Tangela Innis (M-Petersburg)  
Rod Compton (A-Prince George)

**Guests:**

Darlene Mallory - City of Richmond  
Michael Benedetto - TFC  
Tad Phillips - TFC  
Matt Terrell - TFC  
Rob Clendenin - Waste Management

With a quorum in attendance Chairman Marcia Phillips (M-Chesterfield) called the meeting to order at 9:01 a.m. wishing everyone a happy holiday and welcoming Mr. Reggie Thompson back to CVWMA.

## **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 November 16, 2018**

Chairman Phillips opened the floor for a motion to approve the minutes of the regular meeting of November 16, 2018 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Director, seconded by Mr. R. Whiteman (M-Henrico) and carried that the minutes of the November 16, 2018 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

### **Item No. 3: Chairman's Report**

#### ***Resolution of Appreciation for Mrs. Terry Eckhout***

Chairman Phillips and Mrs. K. Hynes, CVWMA Executive Director, presented the resolution of appreciation to Mrs. Terry Eckhout. Mrs. Hynes read the resolution for Mrs. Eckhout. A motion was made by Mr. R. Dunn (M-Chesterfield), Director, seconded by Ms. P. Paige (M-New Kent), Secretary, and carried approval of the Resolution of Appreciation for Mrs. Eckhout. Mrs. Hynes thanked Terry for her assistance both professionally and personally. Mrs. Hynes stated her service has been impeccable and valuable to the Authority for the past three years and she wished her the best in her new position at VML/VACO. Chairman Phillips thanked Mrs. Eckhout for her service and wished her well. Chairman Lane also thanked Mrs. Eckhout for her service.

### **Item No. 4: 2019 Proposed Meeting Dates**

Mrs. K. Hynes noted the Board meeting dates for calendar year 2019 were listed in the board agenda. She reminded all that July's meeting is cancelled and all other meetings are scheduled on the 3rd Friday of the month, except December which is one week earlier to avoid the holidays. Also, the January 2019 Board meeting will be held on Thursday, January 17, 2019 at 9:00 a.m. in the Crater area instead of the normal 3<sup>rd</sup> Friday.

Chairman Phillips opened the floor for a motion to accept the 2019 Board meeting dates as presented. A motion was made by Mr. R. Dunn (M-Chesterfield), Director, seconded by Ms. P. Paige (M-New Kent), Secretary, and carried that the 2019 Central Virginia Waste Management Authority Board of Directors meeting dates be approved as presented.

## **STAFF AGENDA**

### **Item No. 5: Consideration of Resolutions 19-08 through 19-13: 2020 Operating Budget**

Mrs. Hynes noted an electronic copy of the Proposed 2020 Budget was sent out after November's Board meeting and that she had received one question about the budget. The answer did not result in a change to the budget Mrs. Hynes relayed.

Chairman Phillips opened the floor for a vote on the 2020 Proposed Operating Budget and a motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. M. Kukoski (M-Richmond), Treasurer, and carried to approve **Resolutions 19-08, 19-09, 19-10, 19-11, 19-12, and 19-13**, the 2020 Operating Budget.

#### **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 November in the residential program was 3,167 tons, 21 tons less than last November. Mr. Nolan added that there was a total of 542 misses for the month compared to 587 last month. Mr. R. Nolan reported that for this year to date through November 30, 2018, 15,373 tons were collected versus 15,416 for the same period last year, a difference of 43 tons.

Mr. Nolan shared the Oops! reporting for Petersburg which showed there were 405 homes that received rejections in Petersburg - 270 included trash, 114 were rejected for plastic bags, and 4 for Styrofoam. Mr. Nolan noted that loads of recycling delivered to TFC by CFS were audited for content and deemed 100% clean, single stream material.

The City of Richmond has 7 routes that are being audited by TFC. Within the 7 routes, 3,123 carts were tagged for contamination in November. 43% of those tagged for Richmond were repeat offenders and of the 6,908 eligible homes, 1,756 or 25% got stickers. For the 2 Henrico routes, 323 were tagged – 138 for plastic bags, 84 were food contaminated items, and 31 for Styrofoam; 32% of the Henrico homes were repeat offenders. The one Chesterfield route had 94 tagged containers - 44 for plastic bags, 12 for Styrofoam and 19 for food contamination; 36% of the Chesterfield homes tagged were repeat offenders.

Mrs. M. Kelley (M-Henrico) asked if we are looking at the need for more education about the difference between polystyrene/Styrofoam noting many takeout containers are now made of this. Mr. Nolan agreed that more education is needed and Mrs. N. Drumheller will be talking more about that in her presentation. Mr. Nolan stated he will be talking to TFC about next steps on the Oops! Sticker program.

Mr. Nolan ended the Residential Recycling report by sharing 15 homes will be added to the Hanover recycling program in FY 2020 and 11 new homes will be added in Goochland County in January 2019.

Mr. Nolan reported the snow event on Sunday, December 9 cancelled collections on December 10 and slid one day through Saturday. Mr. Nolan also stated that 90 tons were collected on Tuesday, the day after the storm, which is significant considering set-outs were light.

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

In the month of November, Mr. Nolan reported 16 misses were recorded in Ashland and 35 misses in the Chesterfield tax relief program for County Waste, and 86 misses in Colonial Heights, 110 misses in Hopewell, and 177 misses in Petersburg were recorded for CFS.

Mrs. K. Hynes gave an update on the complaint against the Tri-Cities Landfill filed by the Attorney's General office. She stated CVWMA as directed by the Board, sent a letter to CFS requesting the Tri-Cities landfill should not be used to dispose of waste collection under CVWMA contracts until deemed compliant with state permit, laws and regulations. CFS replied they would not use the landfill but use the transfer station to haul the material to the Lunenburg County Landfill. Soon after that discussion, the Department of Environmental Quality (DEQ) issued CFS a notice indicating their intent to revoke their Solid Waste permit at the Tri-Cities Landfill. A community meeting was held by the Senator and Delegate of the Tri-Cities region on December 7, 2018 and CVWMA was invited to answer questions about the area trash collection. Approximately 50-60 people from the area attended the informational meeting.

## **Item No. 8: Operations and Program Statistics**

Mr. Nolan noted the program statistics would be available on the website next week.

Many recycling events were held in November: Chesterfield County had eCycling and paper shredding at West Chester Commons; Goochland held a tire amnesty and paper shredding event at the Fairgrounds; Hanover hosted a Household Hazardous Waste event at the Mechanicsville location; and Powhatan and New Kent both had successful eCycling events.

On January 12<sup>th</sup> Richmond will host their annual “Bring One for the Chipper” event which includes Christmas tree shredding, Household Hazardous Waste, and paper shredding. A City of Richmond identification is required.

Mr. Nolan noted the published market price for Mixed Paper rose \$10 in November from minus \$5 per ton in October; Old Corrugated Cardboard (OCC) went down \$5 and newsprint stayed at \$35.

## **Item No. 9: Technical Advisory Committee (TAC) Meeting**

Mr. Nolan stated the TAC met December 6 and the main topic was the Tri-Cities Landfill complaint which Mrs. Hynes discussed earlier in the meeting. CVWMA with input from TAC responded to DEQ’s request for information and recommendations related to recycling in Virginia. The next TAC meeting will be January 3, 2019.

Mr. S. Chidsey noted there was an update for the Board regarding another contractor interview for the Town of Ashland Trash and FEL Trash Services that had been previously awarded to CFS. Mr. Nolan stated that a meeting was scheduled with another vendor to discuss possible backup plans in the event CFS cannot perform the contract as awarded by the CVWMA.

Mrs. M. Kelley (M-Henrico) asked if the report that went back to DEQ included the need for glass recycling with the possibility of attracting businesses that use glass in manufacturing. Mrs. Hynes, responded affirmatively and stated CVWMA included the need for market development in Virginia. Mrs. Hynes stated that she included information from surrounding states, who have already attracted manufacturing businesses that use commodities collected within their state as feed stock in manufacturing. In addition, Mrs. Hynes stated that in Virginia planning units can get recycling credits for using glass as a road base in the landfill with Virginia DEQ approval. She recommended that a general permit be issued for all landfills to use glass as a road base.

## **Item No. 10: Financial Reports November 2018**

Mrs. T. Eckhout, Accounting and Financial Manager, reported that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of November 30, 2018. The Authority has a combined Net Income of \$359,956 and the net income will decrease as we continue to incur expenses throughout the fiscal year. The accounts receivable schedule is included and reflects the details of the amounts due to the Authority. All accounts are current.

Chairman Phillips opened the floor for a motion to accept and file the Financial Reports for November 2018 as submitted. A motion was made by Mr. R. Whiteman (M-Henrico), seconded by Mr. M. Kukoski (M-Richmond), Treasurer, and carried that the Financial Reports for November 2018 be approved and filed as submitted.

## **Item No. 11: Administrative**

Mrs. Hynes introduced the guests in the room - Mr. Michael Benedetto, President and CEO of TFC Recycling; Mr. Matt Terrell, General Manager of TFC Chesapeake; Tad Phillips, General Manager of TFC Chester; Rob Clendenin, Market Manager with Waste Management in Virginia Beach.

She reminded the Board of upcoming meetings. The TAC meeting is Thursday, January 3rd and the Executive Committee meets Tuesday, January 8<sup>th</sup>. The next Board Meeting is Thursday, January 17<sup>th</sup>, one day earlier than normal and Hopewell will likely be the host.

**Item No. 12: Public Information - Recycling Education Presentation featuring Kate Carney, CVWMA Recycling Education and Outreach Specialist**

Mrs. N. Drumheller, Public Affairs Manager, noted that staff provided each Board member a handout that recaps efforts throughout the service area during the month of November (America Recycles Day 2018). Staff is pleased to report that over 1200 children and adults were impacted; over 5,500 educational materials were distributed; over 100 pledges were submitted from the public to Reduce, Reuse, Recycle. Mrs. Drumheller shared that the Oops! Recycle Right Contest with CBS6 launched on America Recycle Day and will run through January 2019. Mrs. Drumheller noted the picture on the handout of Mr. Eric Rhoades, a former Department of Education employee that she and Denise Ritchie, former Recycling Educator, worked with to align all Virginia Standards of Learning (SOLS) applicable to CVWMA recycling education programs. Mr. Rhoades is a great resource and partner with the Authority Mrs. Drumheller stated.

Mrs. Drumheller said that staff continues to provide daily education and information on how to recycle right. The feedback and pictures that CVWMA contractors share during “on the ground” container inspection is invaluable to the educational efforts. As part of the education campaign to reduce contamination in recycling, staff had a utility bill insert/rack card printed. A copy was placed before each Board member. Staff worked with CBS6 to create a short video message as well as a two month long contest. Over 1,500 people have entered the contest and the first gift card winner will be randomly selected next week.

Mrs. Hynes will be part of Facebook Live with Jessica Noll of Virginia This Morning. A date has not yet been determined. Staff has not started the zip code specific target marketing in areas with a lot of contamination which is a big component of the contamination education campaign with CBS6. Mrs. N. Drumheller went on to report that she has been working with member localities to host an education table in their government administration buildings. She thanked Mr. J. Howard (A-Chesterfield) and Mr. D. Jones (A-Goochland County) for the opportunity to be in both of their government buildings during real estate tax season. She asked if either had anything they would like to add. Mr. J. Howard (A-Chesterfield) stated it was key to have Mrs. Drumheller at the facility while people were paying their taxes. There was significant foot traffic and with the video of “Journey to the MRF” playing in the background, and people were compelled to ask more questions.

Mrs. Drumheller shared the 30 second Oops! Will You Be Next? educational spot created by CBS6. It is short, fun, and showcases the four top contaminants (pizza boxes, plastic bags, Styrofoam and plastic bagged recyclables). Mrs. Drumheller then introduced Ms. K. Carney, Recycling Education and Outreach Specialist, who presented her STEM based Rethink Waste! Landfill “Recycle” classroom presentation. Ms. Carney shared the Virginia Standards of Learning (SOL) on her handout. She went on to add that she would appreciate any help or contact names from Board members so that she can work on scheduling her classroom presentations with member localities, elementary, middle, and high schools on a regular basis.

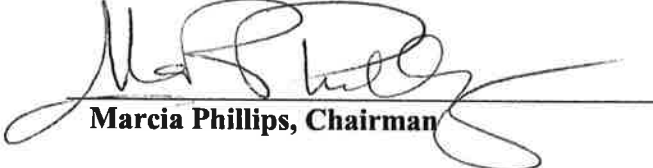
**Old/New Business**

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 9:58 a.m. The motion was made by Mr. R. Dunn (M- Chesterfield), Director, seconded by Mr. R. Whiteman (M-Henrico) and carried that the December 14, 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 December 14, 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., January 17, 2019. Given under my hand and seal of the CVWMA this 17th day of January 2019.

  
**Marcia Phillips, Chairman**