

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 17, 2019
APPOMATTOX REGIONAL LIBRARY
HOPEWELL, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Marcia Phillips (M-Chesterfield), Chairman
Scott A. Wyatt (M-Hanover), Vice 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)
Scott Zaremba (M-Chesterfield)
William E. Henley (A-Colonial Heights)
Dwayne Jones (A-Goochland)
Randy Hardman (A-Hanover)
Bentley P. Chan (A-Henrico)
Monique Robertson (M-Hopewell)
Johnny Melis (A-Powhatan)
Darlene Jenkins (M-Richmond)
Miles Jones (M-Richmond)

Non-Voting:

Al Pace (A-Chesterfield)
Jon Clary (A-Henrico)

Staff:

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

MEMBERS/ALTERNATES NOT PRESENT

Jennifer Schontag (A-Ashland)
Ricky Hicks (M-Charles City)
Michelle Johnson (A-Charles City)
Clay Bowles (A-Chesterfield)
Jeffrey Howard (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Leigh Dunn (M-Goochland)
Stephen Chidsey (M-Hanover)
Michael Flagg (A-Hanover)
Marcia E. Kelley (M-Henrico)
Robert C. Whiteman (M-Henrico)
Chip England (A-Henrico)
James H. Burrell (A-New Kent)
Tangela Innis (M-Petersburg)
William Riggelman (A-Petersburg)
Michael Purvis (M-Prince George)
Rod Compton (A-Prince George)

Guests:

Valerie Brockett, Prince George County

With a quorum in attendance Chairman Marcia Phillips (M-Chesterfield), called the meeting to order at 9:04 a.m.

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 December 14, 2018

Chairman Phillips opened the floor for a motion to approve the minutes of the regular meeting of December 14, 2018 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Director, seconded by Mr. M. Kukoski (M-Richmond), Treasurer and carried that the minutes of the December 14, 2018 Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

Item No. 3: Chairman's Report

Chairman Phillips welcomed Ms. Darlene Jenkins, a familiar face and old friend, in her new capacity as CVWMA Board member for the City of Richmond. Chairman Phillips thanked the City of Hopewell for hosting the CVWMA Board meeting in their beautiful library.

Item No. 4: Treasurer's Report

Financial Reports for December 2018

Mr. M. Kukoski (M-Richmond), Treasurer, turned the meeting over to Mrs. K. Hynes, CVWMA Executive Director, to provide the financial report. Mrs. 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 December 31, 2018. The Authority has a combined Net Income of \$243,872 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. CVWMA received the City of Richmond's payment, after December 31 so all accounts are current to date.

Chairman Phillips opened the floor for a motion to accept and file the Financial Reports for December 2018 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Ms. P. Paige (M-New Kent), Secretary, and carried that the Financial Reports for December 2018 be approved and filed as submitted.

Item No. 5: Strategic Plan Update – Year 3, Quarter 2

Mrs. K. Hynes presented the Strategic Plan Implementation report. She went over the Strategic Plan dashboard which included the four goals: Protection of Environmental Resources, Customer Focus, Educational Resources and Financial Stewardship Through a Well-run Organization. She then provided details on each goal, objective and initiative and the progress that has been made toward each in the second quarter of the third year.

Mr. W. Henley (A-Colonial Heights) commended staff for the strategy, formulation and implementation of the Strategic Plan and stated the level of professionalism is second to none.

STAFF AGENDA

Item No. 6: 2019 Virginia General Assembly

Mrs. Hynes noted that the General Assembly convened on January 9 and adjourns February 23 (short session year) As of January 17th 2,262 bills were introduced.

Mrs. Hynes stated that both Senate Joint Resolution 265 and House Joint Resolution 620 request the Secretary of Commerce and Trade and the Secretary of Natural Resources jointly study a reduction of the minimum recycling rate for municipal solid waste generated within a solid waste planning unit. Mrs. Hynes referred Board members to the handout to read further and noted she did not feel that reducing the recycling goals were the way to address the rate impacts of the recycling markets. House Joint bill 597 is asking the Department of Environmental Quality (DEQ) to study the economic impact of litter on fishing, farming, and water quality in urban streams. Mrs. Hynes noted there are several paper and plastic bag tax bills noting Senate Bill 1116 was combined into Senate Bill 1070 which would authorize localities to impose a \$0.05 tax on certain disposable paper bags and disposable plastic bags provided to consumers by certain retailers; \$0.01 of the revenues would be kept by the retailers and the remaining would be distributed to the counties or cities imposing the tax. It would require the city or locality use the revenues for pollution and litter mitigation. House Bill 2095 would prohibit the sale of single use plastic (water bottles, forks, knives, plates, etc.) and expanded polystyrene products. Senate Bill 1009, House Bill 2105 and Senate Bill 1533 talk of removing coal ash and closing surface impoundments. Senate Bill 1155 would give localities the authority to require that trash receptacles be screened at businesses. House Bill 1908 and Senate Bill 1561 direct the Department of Education and the DEQ to update the "Window into a Green Virginia" curriculum developed by the Departments for sixth grade science to include a unit on the benefits, including energy benefits, of recycling and reuse. Senate Bill 1305 authorizes localities to recover unpaid charges, including interest for recycling and waste disposal services by placing a lien on property. House Bill 2159 establishes in the executive branch of state government the Plastic Pollution Prevention Advisory Council to study and make recommendations regarding plastic pollution problems with the mission of eliminating plastic waste. House Bill 2391 requires landfill owners to collect a fee of \$1 for every 500 pounds (\$4/ton). Landfills would keep 10%; remainder remitted to DEQ for the Greenhouse Gas Fund (created by this bill). They would be distributed to promote reduction of green house gases, including methane and other gases at landfills and to support efforts that counter climate change. House Bill 2395 requires DEQ to compile by July 1, 2020 and update annually and post to its website a Hazardous Waste Site Inventory.

Mrs. Hynes continued and reported House Bill 2101 will eliminate licensure requirements for certain jobs including waste management facilities operators. House Bill 1880 requires appointments to Air, Water and Waste Boards to have 2 members appointed by Governor, 2 members by the Senate and 2 by the House. Currently all representatives are appointed by the Governor. Mrs. Hynes noted it died on January 16th. House Bills 1629, 1796 & 2072 relate to newspaper publication and Public Procurement Act negotiations and pricing for professional services. Mrs. Hynes noted that 1629 passed subcommittee; 1729 & 2072 were tabled in subcommittee. House Bill 2077 requires localities to submit an annual audit to the Auditor of Public Accounts (APA) and if not completed, state on their website the reasons for the delay. House Bill 2084 grants counties greater than 100,000 in population certain powers of cities and towns, including taxation, borrowing and highway maintenance funds. House Bill 2076 and Senate Bill 1363 provides the city manager for the City of Petersburg a charter change to require the City Manager serve as collector of taxes transferring duties from the Treasurer. Senate Bill 1191 and House Bill 2002 is a clarification of appointment versus election of President and Vice-President of Council for the City of Hopewell. Senate Bill 1194 permits the City of Richmond to adopt an ordinance prohibiting former officers and employees from representing clients, people or any group for compensation for one year after their position ends. Lastly, House Joint Resolution 700 and Senate Joint Resolution 310 commends Hanover County on its 300th anniversary.

Item No. 7: Residential Recycling

Mr. R. Nolan, CVWMA Director of Operations, reported that the total tonnage of recyclables collected in the month of December in the residential program was 3,160 tons, 54 tons less than last December. Mr. Nolan added that there

was a total of 828 misses for the month compared to 365 last year in December due to the recent snow event. Continuing, Mr. R. Nolan reported that year to date through December 31, 2018, 18,521 tons were collected versus 18,630 for the same period last fiscal year, a difference of 109 tons.

Mr. Nolan shared the Oops! reporting for Petersburg which showed there were 71 homes that received rejections in Petersburg - 40 included trash, 23 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, 352 carts were tagged for contamination in December – 158 for plastic bags, 81 for food contamination, and 51 for trash. For the 2 Henrico routes, 125 were tagged– 63 for plastic bags, 28 were food contaminated items, and 18 for Styrofoam. The one Chesterfield route had 3 tagged containers - 2 for plastic bags, 1 for food contamination.

Mrs. K. Hynes stated that the City of Hopewell’s curbside recycling contract with County Waste would not be renewing for 2019 and staff has been working with Mrs. Monique Robertson (M-Hopewell) and the City of Hopewell to piggy back on a current contract with TFC.

Item No. 8: Municipal Solid Waste (MSW) Program

In the month of December, Mr. Thompson, CVWMA Operations Technician reported 9 misses were recorded in Ashland and 28 misses in the Chesterfield tax relief program for County Waste; 100 misses were recorded in Colonial Heights, 199 misses in Hopewell; and 187 misses in Petersburg. Mr. Thompson noted the snow event in December affected the trash collection as well. In addition, daily trips to the Lunenburg Landfill by CFS has also impacted service.

Item No. 9: Operations and Program Statistics

Mr. Thompson noted this is the busiest time of the year for the drop-off program. Drop-off cans at the high-volume locations refilled quickly after service, and there is no Sunday service under this contract. As a result, some sites did not make it from Saturday to Monday without overflowing. Extra pulls were added to keep up with the increase in traffic however, CFS was unable to keep up with the extra pulls, and with the weather and holiday delays we had in December a few pulls were missed by CFS and they will receive a penalty.

Mr. Nolan noted that Saturday, January 19, 2019 the City of Richmond will hold their “Bring One for the Chipper” event which was postponed due to snow. Events scheduled for the spring include a Household Hazardous Waste and eCycling event in Hanover County and a Household Hazardous Waste event in Prince George. Mr. Nolan stated he would have the dates and more details at the next Board meeting.

Item No. 10: Technical Advisory Committee (TAC) Report

Mr. Nolan noted the January commodity numbers remained the same as they were in December for Mixed Paper and Cardboard. Steel prices may be dropping in the next few months. Mr. Nolan also noted the main topic of discussion at the TAC meeting was if the 1-pound propane tanks would still be recycled in our program. Since that time, the issue has been resolved by Massey Wood and West. The next TAC meeting will be February 7th.

Item No. 11: Public Information

Reduce Contamination in Recycling Campaign

Mrs. N. Drumheller, Public Affairs Manager gave an update on various Reduce Contamination in Recycling Campaign components. The Oops! Recycle Right Campaign Contest with WTVR CBS6 ended on January 16th. The

contest received 4,801 entries and each contestant was required to answer 3 questions that aligned with our campaign messages to recycle right, avoid the Oops! and specific contaminants. Of these entries, 3,507 signed up to receive more information from CVWMA. Staff will be sending out emails later this month with links to our online resources such as the collection day email reminder, Recycling Wizard, monthly electronic newsletters, and social media, to name a few. We had two VISA gift card winners, one from Chesterfield County and one from Henrico County. Each winner was randomly selected by WTVR CBS 6. In addition, both Mrs. K. Hynes and Mrs. N. Drumheller had live interviews on January 16th which have received views by thousands of people in the region. At this time, the zip code specific contamination education messaging is being implemented by WTVR CBS6. Staff will provide an update at the next Board meeting. Mrs. Drumheller will have an Oops! education table at the Women's Healthy Living Expo on Saturday, February 2nd, hosted by WTVR CBS6. The booth is free and an added bonus of the campaign. The campaign has a lot of momentum and the public is asking more and more questions about the Oops! tag and what they cannot recycle.

Contamination education efforts include advertisements on local transit buses, advertisements with local publications, and the 2019 collection schedule direct mailed to over 280,000 households. The annual collection schedule was like sending out a utility bill insert in all nine curbside recycling program localities as it included items that are accepted as well as included Oops! information. Staff will continue to provide the public plastic bag keepers as well as Recycle Right/Oops! rack cards. Staff and member localities have worked the Oops! education tables in Richmond, Chesterfield, Goochland, Colonial Heights, and will be in Hopewell right after today's meeting, and in Petersburg later this month. Prince George is scheduled for April 19th. Staff is working with Recycling Partnership on the drop-off signage.

CVWMA Website, Social Media, and Email Reminder

Staff used online resources to provide locality Christmas Tree Recycling program information as well as any holiday and inclement weather impacts to residential recycling and trash collection customers. In addition, staff updated messages on the phone queues, as needed, for callers due to the holiday and weather. CVWMA has over 8,000 followers on Facebook, the website continues to see steady traffic; social media was very active; and 453 new email addresses were added to the Curbside Email reminder in December.

Education and Outreach

Outreach programs were lower in the month of December than in December 2017. Staff responded to 19 requests which included 5 presentations, 7 requests for educational materials, 6 booths at local events and 1 media story. Staff impacted an estimated 443 people and distributed over 2,000 educational materials.

Video Project Update

Staff had a very productive meeting with Mr. M. Jones (M-Richmond) and Ms. D. Jenkins (M-Richmond) regarding the SOL video project. It will take time to get costs for this project. It has been recommended that Ms. K. Carney, Recycling Education and Outreach Specialist, utilize a cell phone to create and record several snippets of her programs to share and market herself.

Classroom Presentation Update

Ms. K. Carney has completed outreach efforts that were asked of her by Board members as of the December 14th Board meeting. Mrs. Drumheller said that she has in Ms. Carney's action plan to increase K-12 classroom presentations throughout our service area. Mrs. Drumheller stated she would be happy to meet with any Board member after the meeting to share more details.

Curbside Education and Advisory Committee

The next quarterly Curbside Education Advisory Committee meeting will be held on Thursday, February 28, 2019 at 10 am in Hanover County Board of Supervisors conference room. In honor of their 300th anniversary, Hanover County will be the Member Focus and staff will send out a meeting invitation next week.

Virginia Recycling Association Conference

The Virginia Recycling Association annual conference will be held in Glen Allen on May 6th through May 8th. The conference theme is “Changing Behaviors to Encourage Recycling” and Mrs. Drumheller encourages anyone interested to attend.

Item No. 12: Administrative

Mrs. K. Hynes stated efforts are continuing to find a new Accounting and Financial Manager with hopes of having someone hired soon. The Personnel Study will be presented next month and she thanked those who have completed the Virginia Financial Conflict of Interest forms and requested those that haven't to do so. Mrs. Hynes thanked Mrs. Robertson and the City of Hopewell for hosting the Board meeting.

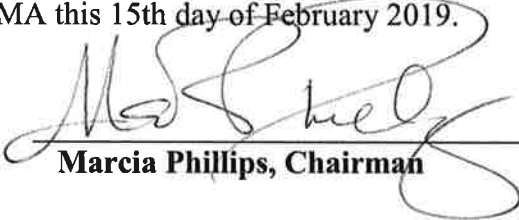
Old/New Business

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 10:07 a.m. The motion was made by Mr. R. Dunn (M- Chesterfield), Director, seconded by Mr. J. Clary (A-Henrico) and carried that the January 17, 2019 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 January 17, 2019 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., February 15, 2019. Given under my hand and seal of the CVWMA this 15th day of February 2019.



Marcia Phillips, Chairman