

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 15, 2021  
2104 WEST LABURNUM AVENUE  
RICHMOND, VA**

**MEMBERS/ALTERNATES PRESENT**

**Voting:**

Patricia Paige (M-New Kent), Chairman  
Robert L. Dunn (M-Chesterfield), Vice-Chairman  
J. Allen Lane (M-Henrico), Treasurer  
Miles Jones (M-Richmond), Secretary  
Stephen Chidsey (M-Ashland)  
Cary Drane (M-Chesterfield)  
Todd Flippen (A-Colonial Heights)  
Dwayne Jones (A-Goochland)  
David Howard (A-Hanover)  
Michael Flagg (A-Hanover)  
Marcia E. Kelley (M-Henrico)  
John Mitchell (M-Henrico)  
Monique Robertson (M-Hopewell)  
Johnny Melis (A-Powhatan)  
Dean Simmons (M-Prince George)

**Non-Voting:**

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

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Kenna Shea, Accounting & Financial Manager  
Reginald D. Thompson, Operations Analyst  
Stephanie Breaker, Sr. Customer Service Supervisor

**MEMBERS/ALTERNATES NOT PRESENT**

Tangela Innis (M-Petersburg), Director  
Jenny Schontag (A-Ashland)  
Ricky Hicks (M-Charles City)  
Michelle Johnson (A-Charles City)  
Clay Bowles (M-Chesterfield)  
Scott Zaremba (A-Chesterfield)  
Jeffrey Howard (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Wendy Grady (M-Goochland)  
Randy Hardman (M-Hanover)  
Susan Dibble (M-Hanover)  
Bentley Chan (A-Henrico)  
Josh Byerly (A-Henrico)  
John Lockwood (A-New Kent)  
William Riggelman (A-Petersburg)  
Karin Carmack (M-Powhatan)  
Percy Ashcraft (A-Prince George)  
Nathan Joyce (M-Richmond)

**Guests:**

Chairman Paige (M-New Kent) welcomed all to the meeting and started the meeting by having all attendees recite the Pledge of Allegiance. With a quorum in attendance, she called the meeting to order at 9:03 a.m.

## **CHAIRMAN'S AGENDA**

### **Item No. 1: Public Comment Period**

Chairman Paige (M-New Kent) opened the public comment period and with no one in attendance to address the Board and no one had contacted staff previously, she closed the public comment period.

### **Item No. 2: Minutes of the Regular Meeting of September 17, 2021**

Chairman Paige opened the floor for a motion to approve the minutes of the regular meeting of September 17, 2021, as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice Chairman, seconded by Mr. J. Melis (A-Powhatan), and carried that the minutes of the September 17, 2021, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting be approved as submitted.

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

Chairman Paige welcomed all to the meeting and asked everyone to introduce themselves and who they represent. She indicated there is wealth of institutional knowledge on the Board as well as several that come to the table with a fresh perspective, all of who are invaluable in moving the CVWMA forward.

Chairman Paige reported there are two Resolutions of Appreciation for former staff members for the Board's consideration. Mrs. K. Shea, Accounting and Financial Manager read the Resolution of Appreciation for Mary Beth Mains. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mrs. M. Kelley (M-Henrico) and carried approving the Resolution of Appreciation for Ms. Mary Beth Mains.

Mrs. K. Shea read the Resolution of Appreciation for Denise Gammon. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. M. Jones (M-Richmond) and carried approving the Resolution of Appreciation for Ms. Denise Gammon.

Mrs. K. Hynes, Executive Director indicated that she would pass along the Board appreciation to both former staff members.

### **Item No. 4: Treasurer's Report**

#### ***Financial Reports for September 2021***

Mr. A. Lane (M-Henrico), Treasurer asked Mrs. Shea to present the Financial Reports for September. Mrs. K. Shea reported the September financial activity is consistent with previous months. The Authority has a combined Net Income of \$476,828 and she reminded the Board the net income will continue to decrease each month as expenses are incurred throughout the fiscal year. The Authority remains in total budget in all funds as of September 30, 2021. The accounts receivable schedule reflects the details of the amounts due to the Authority as of the end of the month and there are no accounts more than 60 days past due.

Mrs. Shea reported that the 2021 Annual Comprehensive Financial Report was transmitted and filed with the Virginia Auditor of Public Accounts by the deadline of September 30.

Chairman Paige opened the floor for a motion to accept and file the Financial Reports for September 2021 as submitted. A motion was made by Mr. M. Jones (M-Richmond), Secretary seconded by Mr. R. Dunn (M-Chesterfield) and carried that the Financial Reports for August 2021 be approved and filed as submitted.

#### **Item No. 5: Operations and Technical Advisory Committee (TAC) Report**

Mr. Rich Nolan, CVWMA Director of Operations provided an update on recycling service delays. He reported that TFC has experienced driver/worker shortages and supply chain issues with trucks and truck parts. TFC will be working a full crew for the next 2 Saturdays and should be caught up and back on regular schedule by October 25. He indicated CVWMA received a letter from TFC outlining the steps they are taking to get back on schedule and stay current in the future.

Continuing, Mr. Nolan noted that collection delays have improved in the MSW collection program, with the fewest misses and issues this past week in comparison to the last several months.

Mr. Nolan also reported that CVWMA has issued a couple of Requests for Proposals recently (Solid Waste Transfer and Disposal and MSW Collection) and next month, should have recommendations for award of those contracts at the November Board meeting.

Mr. Nolan reported that the published market prices for the various commodities, fiber and steel in particular, remain very strong. He also reported on upcoming events. Petersburg, Prince George and Hopewell are hosting clean up days beginning October 16. October 23 is National Drug Take Back Day and each of the jurisdictions will have sites for drop off through the police departments, hospitals and/or pharmacies. Next month Hanover is hosting an eycling event on November 6 and a Household Hazardous Waste event on November 13. He reminded the Board, that CVWMA electronics recycling vendor Securis hosts an event on the first Saturday of every month from 10am-2pm at their location in Henrico County and is open to all.

Mr. Nolan indicated the Technical Advisory Committee (TAC) met on October 7, 2021 and discussed the service delays as well as the strategic plan. He also noted a copy of the monthly Program Statistics are provided and can also be found on the CVWMA website. Mr. J. Clary (A-Henrico) provided further update on the TAC discussions. Chesterfield County is conducting an audit of Tri-City Appliance, CVWMA's CFC/HCFC vendor and he thanked Chesterfield County and CVWMA Staff for working together to ensure compliance with the contracts in regards to recycling and/or proper disposal of material. He mentioned Hanover has been working on a solution for mattresses and tires. Chairman Paige asked Hanover representatives to share information on their research. Mr. D. Howard (A-Hanover) indicated they have been looking at a grinder for reduction of mattresses. Hanover is also looking into a tire grinder, and Mr. Howard indicated they are still early in the information gathering process and will keep the TAC updated. Mr. Nolan informed the Board the next TAC meeting will be November 4 and he is coordinating a tour of Republic's Old Dominion Landfill and invited all who are interested.

#### **Item No. 6: Public Information Report**

Chairman Paige reported that the Board received a thank you note from Nancy Drumheller and she read the note to the Board. Mrs. Hynes asked if there were any questions on the written public information report. She reported that the Young Scientists will be participating in the Maggie Walker STEM event on CVWMA's behalf and are assisting with other school programs. CVWMA is also working on America Recycles Day promotion and have completed the 2022 Collection Schedule. Nancy Drumheller is continuing with our social media on a contract basis until we get someone on board. Mrs. Hynes reported that she is closer to hiring a Public Relations Coordinator.

## **Item No. 7: Administrative**

Mrs. Hynes informed the Board she presented at the Virginia Recycling Association conference the previous week. Her presentation was on the State of Recycling in central Virginia and others made similar presentations on different regions around the State. On the same day, she also presented to the Goochland Board of Supervisors and Petersburg City Council. She also reported she was selected to serve on the Waste Diversion and Recycling Task Force with DEQ. This committee was formed as a result of legislation in 2020. The first meeting was Wednesday, October 13 and the committee will meet a few times more before issuing a report to the General Assembly in November of next year.

## **OLD/NEW BUSINESS**

Chairman Paige asked if there was any old or new business to come before the Board. Mr. S. Chidsey (M-Ashland) thanked the staff for providing the program statistics at the meeting today. Mrs. M. Kelley (M-Henrico) asked about providing TFC some sort of appreciation. She mentioned this has been a tough year for everybody and suggested we look into providing some sort of appreciation, like a box lunch. Mrs. Hynes responded that CVWMA did provide box lunches to government refuse workers as well as for some of our contractors. Mr. S. Chidsey (M-Ashland) mentioned it was labor intensive for staff and all also expensive. Chairman Paige thanked her for the suggestion.

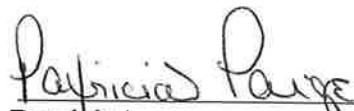
## **ADJOURNMENT**

With no further business to come before the Board, Chairman Paige opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:35am. The motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mr. T. Flippen (A-Colonial Heights) and carried that the October 15, 2021, Board of Directors' meeting be adjourned.



## **CERTIFICATE**

I, Patricia Paige, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the October 15, 2021, 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., November 19, 2021. Given under my hand and seal of the CVWMA this 19th day of November 2021.

  
Patricia Paige, Chairman