



**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
OCTOBER 21, 2022
2104 W LABURNUM AVE, RICHMOND VA**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

9:00 a.m.

CERTIFICATION OF QUORUM

AGENDA

	Page(s)
1. Public Comment Period	
2. Minutes of the Regular Meeting of September 16, 2022	3 – 8
3. Chairman's Report	
Resolution of Appreciation for Ms. Tangela Innis	9
Resolution of Appreciation for Mr. William Riggleman	10
4. Audit Committee Report	11
2022 Annual Comprehensive Financial Report (ACFR)	
5. ByLaws Review Committee Report	12-13
6. Presentation: Mattress Recycling; Andrea Johnson, Van der Linde Recycling	
7A. Consideration of Resolution 23-06 : To Renew Contracts for Yard Waste Processing Services	14-15
7B. Consideration of Resolution 23-07 : To terminate the Ashland MSW Collection and Disposal Contract with Meridian Waste and amend the MSW Collection and Disposal Services Contract with Waste Management	16-17
8. Operations and Technical Advisory Committee Report	18
9. Public Information	19
10. Financial Reports for September 2022	20-27
11. Administrative	

OLD/NEW BUSINESS

ADJOURNMENT

Upcoming Meetings:

Technical Advisory Committee - Thursday, November 3, 2022 – 9:00 a.m.

Executive Committee Meeting – Tuesday, November 8, 2022 – 11:00 a.m.

Board of Directors Meeting – Friday, October 21, 2022 – 9:00 a.m.

ByLaws Review Committee – Tuesday, January 10, 2023 – 11:00 a.m.

At any time during the meeting the Board may go into a closed session pursuant to Virginia Code Section 2.2-3712 for purposes of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice, as authorized under Virginia Code Section 2.2-3711 (A) (7).

MINUTES OF THE REGULAR MEETING OF SEPTEMBER 16, 2022

Minutes of the September 16, 2022, CVWMA Board of Directors meeting are attached for review and consideration.

Recommended Action: Approval of minutes

Attachment.

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 16, 2022
2104 W LABURNUM AVE
RICHMOND VA**

MEMBERS/ALTERNATES PRESENT

Voting

Robert L. Dunn (M-Chesterfield), Chairman
Miles Jones (M-Richmond), Vice-Chairman
Patricia Paige (M-New Kent), Immediate Past Chair
Stephen Chidsey (M-Ashland)
Clay Bowles (M-Chesterfield)
Cary Drane (M-Chesterfield)
Todd Flippen (A-Colonial Heights)
Wendy Grady (M-Goochland)
Michael Flagg (A-Hanover)
John Mitchell (M-Henrico)
J Bentley Chan (A-Henrico)
Josh Byerly (A-Henrico)
Monique Robertson (M-Hopewell)
Randall Williams (A-Petersburg)
Johnny Melis (A-Powhatan)
Dean Simmons (M-Prince George)
Elizabeth Hall (M-Richmond)

Non-Voting:

Dwayne Jones (A-Goochland)
Jon Clary (A-Henrico)
John Lockwood (A-New Kent)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Reginald D. Thompson, Operations Analyst
Julie Buchanan, Public Relations Coordinator
Stephanie Breaker, Sr. Customer Service Supervisor

MEMBERS/ALTERNATES NOT PRESENT

Jenny Schontag (A-Ashland)
Ricky Hicks (M-Charles City)
Michelle Johnson (A-Charles City)
Dawn Rowell (A-Chesterfield)
Mindy McKinney (A-Chesterfield)
John Neal (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Randy Hardman (M-Hanover)
Susan Dibble (M-Hanover)
Theresa Arnold (A-Hanover)
Marcia E. Kelley (M-Henrico)
Paul Johnson (M-Petersburg)
Karin Carmack (M-Powhatan)
Carly Glenn (M-Richmond)
Noah Hillerbrand (A-Richmond)
Michael Walker (A-Richmond)

Guests:

Rob Clendenin, Public Sector Solutions Manager,
Waste Management, WM

Chairman Dunn (M-Chesterfield) welcomed all to the meeting and asked all attendees to stand and recite the Pledge of Allegiance. With a quorum in attendance, he called the meeting to order at 9:00 a.m.

Item No. 1: Public Comment Period

Chairman Dunn opened the public comment period and asked if there were any members of the public present who wish to address the Board to come forward. Seeing no one, Chairman Dunn closed the public comment period.

Item No. 2: Installation of Officers

Mrs. Julie Buchanan, Public Relations Coordinator administered the Oath of Office after asking the Officers to stand and recite the Oath of Office after her.

Item No. 3: Minutes of the Regular Meeting of August 19, 2022

Chairman R. Dunn (M-Chesterfield) opened the floor for a motion to consider the minutes of the August 19, 2022, meeting as submitted. The motion was made-by Mr. M. Jones, Vice-Chairman (M-Richmond), seconded by Mrs. P. Page, Immediate Past-Chairman (M-New Kent), and carried that the minutes of the August 19, 2022, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting were approved as submitted.

Item No. 4: Chairman's Report

Chairman Dunn welcomed all members and alternates. He asked all members/alternates to introduce themselves and the jurisdictions they serve.

Item No. 5: Audit Committee Report

Chairman Dunn stated that the current financial audit is progressing well. The audit committee met with the representatives of Browns & Edwards, CVWMA's audit firm earlier in the week and most of the work is complete. He turned the floor over to Mrs. Hynes to elaborate. Mrs. Hynes stated that staff is in the process of finalizing the annual audit with the auditors. The Audit Committee was informed the CVWMA received a clean audit opinion; all the numbers are finalized, and the last steps are the review of the actual report. Last year, the deadline to submit the annual financial report to the Virginia Auditors of Public Accounts was extended to November 30th. The staff plans to finalize the report and present to the Board at the October board meeting. Mr. Bowles commented that the auditors informed the audit committee about a new GASB pronouncement related to the technology software systems will become part of the balance sheet next year.

Item No. 6: Presentation: Rob Clendenin, WM Public Sector Solutions

Mrs. Hynes introduced Mr. Rob Clendenin, the Public Sector Solutions Manager for WM. She noted that CVWMA's partnership with WM and Mr. Clendenin goes back to the Authority's inception. Mr. Clendenin will update and inform the Board on all the great things that WM is doing in the solid waste industry and specifically collections technology. WM focus is sustainability, technology, automation, and data tracking and as a result is a leader in the solid waste and recycling industry.

Item No. 7: Consideration of Resolution 23-04: To Award a Contract for Residential Recycling and Trash Carts, Parts and Related Products and Services

Mr. R. Nolan, Director of Operations reported the CVWMA issued a Request for Proposal (RFP) to purchase recycling and trash carts for the residential recycling and trash collection programs, including the assembly and distribution to all households in both programs. He noted that five proposals were received and an evaluation committee consisting

of Torrence Robinson (City of Richmond), Jon Clary (Henrico County), Kim Hynes, and Richard Nolan conducted interviews with three companies: Cascade, IPL, and Rehrig Pacific. After several discussions, the committee unanimously selected and recommends award of the contract to Rehrig Pacific.

A motion was made by Mr. J. Mitchell (M-Henrico), seconded by Mr. T. Flippen (A-Colonial Heights) and carried unanimously that **Resolution 23-04** be approved as presented.

Item No. 8: Consideration of Resolution 23-05: To Award a Contract for Collecting, Transporting and Processing Used Electronic Equipment

Mr. R. Nolan, Director of Operations reported that the current contract for Collecting, Transporting and Processing Used Electronic Equipment between CVWMA and Securis of Hampton Roads expires November 30, 2022, with no renewal options. CVWMA issued an RFP for these services and proposals were received August 12, 2022, from two companies. The contract will provide for the collection at events and scheduled from various sites in participating localities and recycling of electronic material.

An evaluation committee was formed and included Mr. Rick Stewart (New Kent County) and Mr. Nolan. Both firms are R-2 certified and he noted that Securis now has a location in the region in Henrico County. The committee evaluated both companies and concluded that Securis was still the best choice. After speaking with the representative from Techno Rescue, the committee recommends awarding a contract to Techno Rescue as well. In the past CVWMA has had multiple contractors to recycle used electronics. In conclusion, Securis will be the primary contractor and Techno Rescue will be the secondary backup option.

Mr. C. Bowles (M-Chesterfield) asked if the contract with Techno Rescue will be written as a secondary contractor, to which Mr. Nolan responded that it is the intent to put both companies under contract and it is understood that Techno Rescue will be a backup.

Mr. J. Melis (A-Powhatan) asked if both vendors will do events, to which Mr. Nolan responded affirmatively.

A motion was made by Mrs. P. Paige (M-New Kent), seconded by Mr. M. Jones, Vice Chairman (M-Richmond) and carried unanimously that **Resolution 23-05** is approved as presented.

Item No. 9: Operations and Technical Advisory Committee Report

Mr. R. Nolan referred the Board to the agenda packet for the operations update. He provided an update on recycling and MSW collections. He also reported on recycling markets and indicated that fiber process has started to drop significantly; cardboard dropped from \$130/ton to \$85/ton. In addition, mixed paper and newsprint prices are also down in September. CVWMA has been receiving a rebate of \$50/ton for several months, and as a result of the decline in market prices the rebate calculations for September will be \$0 and he anticipates this trend will continue in October for curbside recycling.

Continuing Mr. Nolan referred the Board to Addendum 8 to the contract with TFC that was put in place four years ago in the aftermath of China's bans and restrictions on imports of recyclable materials, specifically paper and cardboard. The addendum resulted in CVWMA and participating jurisdictions paying a maximum \$30/ton for processing of the material vs. receiving \$20/ton as under the previous contract terms. A clause in the addendum allows either party to invoke negotiations in good faith, and if the parties cannot reach an agreement to renegotiate, the original contract prevails.

Continuing Mr. Nolan informed the committee of several e-cycling & paper shredding events starting this Saturday, September the 17th, in Chesterfield County at the fairgrounds Henrico will host a recycling and paper shredding event on October 8th, at the Western Henrico Government Complex.

Lastly, Mr. Nolan provided a summary of the last TAC Meeting which was held two weeks ago. During that meeting the committee discussed recycling carts, propane tank procurement, strategic planning and yard waste contracts which will expire at the end of December. He noted the next TAC meeting is October 6, and program statistics are on the CVWMA website.

Item No. 10: Public Information

Mrs. J. Buchanan, CVWMA Public Relations Coordinator reported her progress with streamlining the location pages on the CVWMA website. These measures will ensure all information is up to date, accurate, concise, and easy to read. Mrs. Buchanan explained that 60 to 70% of all CVWMA web traffic is viewed on a mobile device; therefore, CVWMA needs to be provide tools for online customer service requests. Since the Authority implemented an online option for service requests, customers can now request carts, report a damaged cart, order stickers for their recycling containers, report a missed collection, request a recycling calendar and/or request bulky waste collection.

Mrs. Buchanan shared her recent experience with the Dorcas daughters of the West End Assembly of God Church in Henrico. The Dorcas Daughters collects plastic grocery bags and weave them into various items like this six-foot sleeping mat for the homeless made entirely from plastic grocery bags. These mats are distributed to various nonprofit organizations around the region. Some of their crafts will be for sale in October at West End Assembly of God Church and all the profits will go towards the church's mission work in India, Burundi, and Cuba. Mrs. Buchanan would like to extend a thank you to Mr. C. Drane (M-Chesterfield) for introducing us to this fascinating group.

Mrs. Buchanan shared some upcoming events with the committee; one is tomorrow at the Manakin Farmers Market in Goochland County. CVWMA has been invited to participate in the Henrico County Energy Fair again in October and lastly, yesterday was the start of Hispanic Heritage Month festivities, which will be held at the Virginia Science Museum.

Item No. 11: Financial Reports for August 2022

Mrs. Kim Hynes, Executive Director referred the Board to the August financial reports located within the board packet. Mrs. Hynes reported a monthly net income of \$523,080 through August 31st. She reminded the Board the annual operating assessments are billed upfront at the beginning of the fiscal year. As expenses are incurred throughout the year, net income will decrease. Monthly activity is consistent and within the total budget. A couple of accounts are past due, and Mrs. Hynes indicated that the Authority is working with those jurisdictions becoming current.

Chairman Dunn opened the floor for a motion to accept and file the Financial Reports for August 2022 as submitted. A motion was made by Mr. M. Jones (M-Richmond), Vice Chairman, seconded by Mr. S. Chidsey (M-Ashland) and carried that the Financial Reports for August 2022 are approved and filed as submitted.

Item No. 12: Administrative

Mrs. Hynes informed the Board that we are finalizing applicants for the Administrative Assistant position so next month we should have a new friendly face to introduce to the Board. CVWMA is working with TFC on the implementation of the new recycling contract, which includes the purchase of recycling carts under the contract just awarded to Rehrig Pacific. CVWMA has received a grant from the Recycling Partnership for the recycling carts for Henrico in the amount of 1.5 million to offset the cost of their 95,000 carts to be delivered in the spring. The Authority is discussing grant funding options for Hanover and Goochland County as well.

Mrs. Hynes invited all Board members to attend the first meeting of the ByLaws committee on October 11th at 11am. The Executive Committee will be reviewing the CVWMA ByLaws and potentially making some recommendations and revisions. In addition, staff will be setting up goal committee meetings. Each Board member is encouraged and

asked to participate in advising and assisting the staff in the implementation of the Strategic Plan. The plan will be to meet quarterly in an advisory capacity in-person or virtually.

OLD/NEW BUSINESS

ADJOURNMENT

With no further business to come before the Board, Chairman Dunn opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:59am. The motion was made by Mr. J. Mitchell (M-Henrico), seconded by Mr. T. Flippen (A-Colonial Heights) and carried that the September 16, 2022, Board of Directors' meeting be adjourned.



CERTIFICATE

I, Robert Dunn, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the September 16, 2022, 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., October 21, 2022. Given under my hand and seal of the CVWMA this 21st day of October 2022.

Robert Dunn, Chairman



Resolution of Appreciation

Presented to

TANGELA INNIS

UPON COMPLETION OF HER SERVICE AS MEMBER OF THE

CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

WHEREAS, Tangela Innis has served on the Central Virginia Waste Management Authority Board of Directors representing the City of Petersburg since April 2018; and

WHEREAS, Ms. Innis has provided outstanding leadership, serving as Director on the Executive Committee from 2020 to 2022; and

WHEREAS, Ms. Innis has promoted regional cooperation by supporting Authority programs in the City of Petersburg; and

WHEREAS, Ms. Innis has been instrumental in raising awareness about the importance of solid waste planning and recycling opportunities throughout the region; and

WHEREAS, Ms. Innis' personal and professional commitment to the environment has been a benefit to the purpose of the Authority; and

THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Tangela Innis for her outstanding service, efforts, and achievements as an invaluable leader to the Authority and upon completion of her service, presents this Resolution as a token of esteem, and orders a copy to be spread upon the Minutes of this meeting.

Adopted this 21st day of October 2022



Attest: _____
Robert L. Dunn, Chairman



Resolution of Appreciation

Presented to

WILLIAM RIGGLEMAN

**UPON COMPLETION OF HIS SERVICE AS ALTERNATE MEMBER OF THE
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

WHEREAS, William Riggleman has served on the Central Virginia Waste Management Authority Board of Directors representing the City of Petersburg since January 1999; and

WHEREAS, Mr. Riggleman has provided outstanding leadership on the Board and service on the Technical Advisory Committee; and

WHEREAS, Mr. Riggleman has promoted regional cooperation by supporting Authority programs in the City of Petersburg; and

WHEREAS, Mr. Riggleman has been instrumental in raising awareness about recycling and solid waste management opportunities throughout the region; and

WHEREAS, Mr. Riggleman's personal and professional commitment to the environment has been a benefit to the purpose of the Authority; therefore

BE IT RESOLVED that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Mr. William Riggleman for his outstanding service, efforts, and achievements as an invaluable leader to the Authority and upon completion of his service, presents this Resolution as a token of esteem, and orders a copy to be spread upon the Minutes of this meeting.

Adopted this 21st day of October 2022



Attest:

Robert L. Dunn, Chairman



AUDIT COMMITTEE REPORT***2022 Annual Comprehensive Financial Report (ACFR)***

The CVWMA Audit Committee met with the Authority's audit firm Brown and Edwards on Tuesday, September 13, 2022, to discuss the results of the annual audit and review a draft of the financial activity. The deadline to file the annual audit report has been extended to November 30 by the Virginia Auditor of Public Accounts. The staff will be providing the draft report to the Board for consideration on October 21. The results of the audit and an overview of the ACFR will be provided at the meeting.

Audit Committee Members:

Mr. Robert Dunn (M-Chesterfield), Chairman

Mr. Clay Bowles (M-Chesterfield)

Recommended Action: Approval of the 2022 Annual Comprehensive Financial Report

BYLAWS REVIEW COMMITTEE REPORT

The ByLaws Review Committee held their first meeting on October 11 to begin review of the CVWMA ByLaws and Articles of Incorporation. The topics discussed included:

Appointment of Board Members – Each governing body appoints representatives to serve as Board members and alternates. In recent years, localities have been challenged to find residents to serve on various boards and commissions. The group discussed developing a one-page document briefly describing CVWMA and requirements and expectations of Board members. This could be sent to clerks and board/council members as information for applicants and to provide some guidance as they consider representatives.

The Committee also thinks it would be helpful to learn about each jurisdiction's process for finding individuals to serve on various boards and commissions. The committee also discussed reaching out to locality leaders for their input on who should represent them on the CVWMA Board and what criteria should be required or encouraged.

Residency Requirement – The Articles and ByLaws currently require that each locality appoint “....at least one of its residents” to the Board. This is challenging for the smaller jurisdictions with only one Board slot. Those localities might like the option to appoint a staff member that may not live in the jurisdiction they work for and would represent.

Board Engagement – The group discussed attendance at board meetings and the potential of developing an attendance policy to ensure each jurisdiction is represented at most, if not all, meetings. CVWMA could begin sending attendance records to each locality to keep localities informed of their representations at meetings.

Leadership – Officers are elected each year and members are asked to volunteer in a leadership role. In recent years, CVWMA has been challenged to getting members to volunteer for a leadership role. Alternates cannot serve as officers. Many members have served previously and thus aren't interested in serving again. Some members aren't active. This reduces the pool of future leaders.

The Committee discussed making leadership an expectation of becoming a board member. The group also discussed the potential of a locality rotation of elected officers. For instance, the role of Chairman would automatically be decided based on the order.

Alternates – Currently the ByLaws state that each member shall be appointed an alternate to serve in the absence of the member. Many alternates attend the Board meetings currently in absence of the member. The group discussed alternates potentially serving 'at large' to ensure each locality is adequately represented.

We Want Your Input! – The Committee would like your input into this process. Please provide any comments and thoughts on any of the above or any other topic for the committee to discuss. The Committee is also asking each board member to provide to the Committee, insight into their respective locality's process, procedure, and expectations for appointing board members to the board.

Next Steps and Next Meeting – The group will meet again during the January Executive Committee meeting on January 10. In the meantime, staff and the committee will work on drafting document(s) to share with chief administrative officers and/or elected leaders on Board member expectations and guidance that will help in appointing members and ensuring representation. Staff will also compile attendance information at board meetings over the last year for informational purposes.

ByLaws Review Committee:

Bob Dunn (M-Chesterfield)

Miles Jones (M-Richmond)

Patricia Paige (M-New Kent)

Clay Bowles (M-Chesterfield)

Marcia Kelley (M-Henrico)

Jon Clary (A-Henrico)

CONSIDERATION OF RESOLUTION 23-06: TO RENEW CONTRACTS FOR YARD WASTE PROCESSING SERVICES

The initial term of the current Yard Waste Processing Contracts between the Central Virginia Waste Management Authority (CVWMA) and E.J. Wade Construction, LLC and Yard Works, LLC is for a five (5)-year period beginning January 1, 2018 and ending December 31, 2022. As allowed by the Contracts, they may be extended for one additional five (5) year period.

Both Contractors have expressed an interest in extending their Contracts. They both have provided excellent service over the five-year term of the Contracts. Both Contractors were requested to provide renewal proposals to extend the Contract for five years. The prices for services were compiled and shared with the Technical Advisory Committee (TAC) for review and discussion. Upon completion of the review, the TAC has recommended renewal of these Contracts for an additional five years.

Attached is **Resolution 23-06** authorizing the Executive Director to execute an Addendum to the Contract for Yard Waste Processing Services with E.J. Wade Construction, LLC and Yard Works, LLC, and Amendments to the Special Project Service Agreements with Participating Jurisdictions.

Recommended Action: Approval of **Resolution 23-06**

Attachment.

RESOLUTION 23-06

A resolution authorizing addendum to the Contracts for Yard Waste Processing Services between the Central Virginia Waste Management Authority and E.J. Wade Construction, LLC and Yard Works, LLC and amendments to the associated Special Project Service Agreements with Participating Local Jurisdictions to renew the Contracts for a five (5) year period commencing on January 1, 2024.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS the report included as Agenda Item No. 7 of the October 2022 Board Agenda identified the mutual interest of CVWMA and EJ Wade Construction, LLC and Yard Works, LLC to renew the Contracts for Yard Waste Processing Services: and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute contract addendums to renew the Contracts for Yard Waste Processing Services between the Central Virginia Waste Management Authority and E.J. Wade Construction, LLC and Yard Works, LLC; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to amend and renew the 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 21st of October 2022

ATTEST: _____
Robert Dunn, Chairman

CONSIDERATION OF RESOLUTION 23-07: TO TERMINATE THE ASHLAND MUNICIPAL SOLID WASTE (MSW) COLLECTION AND DISPOSAL SERVICES CONTRACT WITH MERIDIAN WASTE AND AMEND THE MSW COLLECTION AND DISPOSAL SERVICES CONTRACT WITH WASTE MANAGEMENT

The initial term of the current contract for MSW Collection and Disposal Services Contract for the Town of Ashland between CVWMA and Meridian Waste and the associated Service Agreement expire June 30, 2024. The Town participated in the procurement for MSW Collection Services, along with the Cities of Colonial Heights, Hopewell and Petersburg, conducted by the CVWMA. The new contract was awarded to WM by the CVWMA Board of Directors in November 2021. The Contract with WM was executed on March 8, 2022 and the Town of Ashland has signed the Service Agreement for the contract with WM.

Meridian Waste petitioned CVWMA for a rate increase of nearly 40% for the current services. The Town did not agree with the rate increase and directed CVWMA to pursue an early termination of the contract with Meridian and to start the contract with WM early. Meridian has agreed to an early termination of the current contract. WM has agreed to start service in the Town before the intended start date.

As such, the CVWMA is requesting approval to move forward with the termination of the current agreement with Meridian Waste and amending the contract with WM and the associated Service Agreement with the Town.

Resolution 23-07 will authorize the Executive Director to terminate the Contract for MSW Collection and Disposal Services with Meridian Waste and the current Service Agreement with the Town of Ashland and in addition will authorize the Executive Director to amend the Contract with WM and amend the Special Project Service Agreement with the Town of Ashland to start the contract early.

Recommended Action: Approval of **Resolution 23-07**

Attachment.

RESOLUTION 23-07

A resolution authorizing termination of the Contract for Town of Ashland Municipal Solid Waste (MSW) Collection and Disposal Services between the Central Virginia Waste Management Authority and Meridian Waste (formerly CFS Group) and the associated Special Project Service Agreement with the Town of Ashland and authorizing an addendum to the Contract for Municipal Solid Waste (MSW) Collection and Disposal Services with Waste Management of Virginia, Inc. and the associated Service Agreement with the Town of Ashland to include terms to begin services in the Town of Ashland before July 1, 2024.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS the report included as Agenda Item No. 7B of the October 2022 Board Agenda identified the mutual interest of CVWMA, Meridian Waste and the Town of Ashland to terminate the Contracts for Town of Ashland Municipal Solid Waste (MSW) Collection and Disposal Services; and

WHEREAS the report included as Agenda Item No. 7B of the October 2022 Board Agenda identified the mutual interest of CVWMA, Waste Management of Virginia and the Town of Ashland to begin services before the July 1, 2024, under the Contract for Municipal Solid Waste (MSW) Collection and Disposal Services with Waste Management of Virginia; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to terminate the Contract for Town of Ashland Municipal (MSW) Collection and Disposal Services between Central Virginia Waste Management Authority and Meridian Waste (formerly CFS Group); and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract addendum to the Contract for Municipal Solid Waste (MSW) Collection and Disposal Services between the Central Virginia Waste Management Authority and Waste Management of Virginia; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to terminate the Special Project Service Agreement between the Central Virginia Waste Management Authority and the Town of Ashland associated with the Contract for MSW Collection and Disposal Services with Meridian Waste; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to amend the Special Project Service Agreement between the Central Virginia Waste Management Authority and the Town of Ashland; and

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

Adopted this 21st of October 2022

ATTEST: _____

Robert Dunn, Chairman

OPERATIONS AND TECHNICAL ADVISORY COMMITTEE REPORT

Recycling – Residential Recycling tons for the month of September 2022 were 2,672 tons compared to 2,663 in September 2021. Recycling tonnage has been 8,056 tons for FY2023 compared to 8,084 tons for FY 2022. Service has been consistent and there are no major service issues to report. CVWMA is working with TFC to prepare for the July 1, 2023, roll-out of the new Residential Recycling Contract. CVWMA has also sent a letter to TFC requesting negotiations over provisions of Addendum 8 to the current Residential Recycling Contract. This allows for possible changes to rebate and processing fee structure currently followed under the current Contract.

Commodity Markets- Paper market prices have dropped dramatically for October 2022. Mixed Paper is down \$15.00 per ton and is currently \$0.00 per ton; and Newsprint is down \$50.00 per ton to \$55.00 per ton; OCC is down \$40.00 per ton to \$45.00 per ton from September 2022. CVWMA and the localities will be paying \$30.00 per ton processing fee on the recyclables collected at the curb in October 2022. The steel rebate is \$185/ton for scrap metal recycled in October 2022.

Municipal Solid Waste - The new contract with Waste Management of Virginia for Colonial Heights started July 1, 2022, and start up service issues have been resolved and service is going well. The other three Contracts for residential trash service expire June 30, 2024. Service in Ashland, Hopewell and Petersburg is inconsistent, most recently due to truck issues and no inventory of carts.

Scheduled Events –

- October 22nd – New Kent County e-cycling, paper shredding, and waste tire recycling
- November 5 – Hanover County HHW and paper shredding
- November 12 – Hanover County e-cycling

Technical Advisory Committee (TAC) - The October TAC meeting was held on October 6, 2022. The group discussed Yard Waste contract renewal and Addendum 8 of TFC contract.

Program Statistics -Monthly program statistics can be found on our website <https://cvwma.com/about-us/monthly-program-statistics/>

PUBLIC INFORMATION

Signup for Recycling Day Email Reminders

- 541 people signed up for recycling day email reminders in September.

Outreach

America Recycles Day. CVWMA is partnering with Radio One to promote America Recycles Day ahead of November 15. A digital event titled, “Debunking the Myths About Recycling” with Clovia Lawrence “Community Clo” will air on radio and digital platforms. City of Richmond is also participating in this event. Four separate ads will air on each of Radio One’s stations in the Richmond market: iPower 92.1, The Box 99.5, KISS 105.7 and Praize 104.7. The ads address the importance of recycling correctly.

The award-winning WRIC ad campaign from 2021 will also air again in November and December.

North of the James Magazine. CVWMA will run ads over the next year pointing people to the self-service options available online. One ad will appear in each monthly magazine. The magazine is distributed to all homes in Northside Richmond, as well as some neighborhoods in northern Henrico County.

Richmond Family Magazine. Contributed content will run in the November-December issue: a “How to Green Your Holiday” article and a Kids Can Do craft feature.



Virginia Marine Debris Summit

PR Coordinator attended the 2022 Virginia Marine Debris Summit Sept. 26-27 in Virginia Beach. This is hosted every three years by Clean Virginia Waterways (based out of Longwood University) and the Virginia Coastal Zone Management Program. The topic was how to address marine debris caused by consumer plastic pollution. The summit was an important learning and networking opportunity. Presentations included Clean Fairfax, TFC Recycling, Virginia Institute of Marine Science, EPA, Keep Virginia Beautiful and Lynnhaven River Now.

October/November Outreach Events:

October 22: Living Water Community Center Fall Festival (Richmond)

October 29: Maggie L. Walker Governor’s School STEM Event (Richmond and others)

November 15: America Recycles Day

FINANCIAL REPORTS FOR SEPTEMBER 2022

The monthly financial activity for September is consistent with anticipated levels of service and budget. The Authority has a combined Net Income of \$465,614. The annual operating assessment is billed annually at the beginning of the year; therefore, net income will continue to decrease monthly as operating expenses are incurred.

The Accounts Receivable schedule is included and reflects the amounts due to the Authority as of September 30. There are no accounts 60 days past due on September 30st.

Recommended Action: Approval of the September 2022 Financial Reports

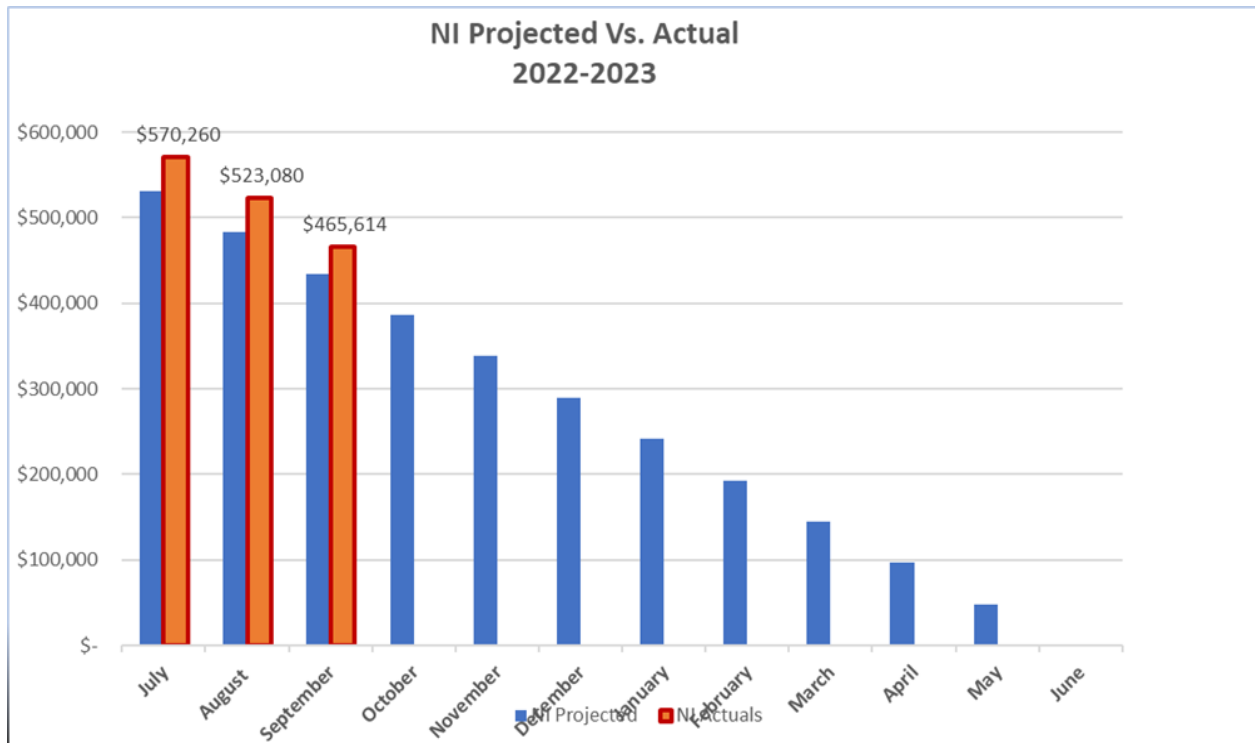
Attachment.

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

Summary - All Funds

	<u>Total</u> <u>Revenues</u>	<u>Total</u> <u>Expenses</u>	<u>NI Totals</u>
General Operating Fund	\$ 596,508	167,070	\$ 429,438
Curbside Project Fund	2,468,133	2,431,667	\$ 36,466
Drop-Off Project Fund	367,457	358,233	\$ 9,224
Municipal Solid Waste Fund	1,095,328	1,104,852	\$ (9,524)
CFC/HCFC	27,000	27,000	\$ -
Special Waste Collections	82,695	82,688	\$ 7
Waste Tire Fund	6,234	6,234	\$ -
Appliance and Scrap Metal Hauling	178,969	178,969	\$ -
Yard Waste Projects	73,654	73,654	\$ -
Waste Transfer & Disposal	425,502	425,499	\$ 3
	<u>425,502</u>	<u>425,499</u>	<u>\$ 3</u>
Totals	<u>\$ 5,321,480</u>	<u>\$ 4,855,866</u>	<u>\$ 465,614</u>

	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 35,000</u>



Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

General Operating Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Annual Gov't Assessments	\$ -	\$ 594,228	\$ 594,230	\$ 2	0.0%
Interest on Investments	<u>805</u>	<u>2,280</u>	<u>32,130</u>	<u>29,850</u>	<u>92.9%</u>
Total Revenues	<u>805</u>	<u>596,508</u>	<u>626,360</u>	<u>29,852</u>	<u>4.8%</u>
Expenses:					
Personnel services	27,970	98,519	442,650	344,131	77.7%
Fringe benefits	7,249	23,110	108,250	85,140	78.7%
Professional services	8,145	20,140	37,000	16,860	45.6%
Repairs and maintenance	33	603	1,900	1,297	68.3%
Advertising and promotions	-	151	1,250	1,099	87.9%
Materials and supplies	289	838	4,500	3,662	81.4%
Other services and charges	422	7,072	12,700	5,628	44.3%
Leases	4,338	13,760	52,700	38,940	73.9%
Depreciation	<u>959</u>	<u>2,877</u>	<u>12,000</u>	<u>9,123</u>	<u>76.0%</u>
Total Expenses	<u>49,405</u>	<u>167,070</u>	<u>672,950</u>	<u>505,880</u>	<u>75.2%</u>
Net Income	<u>\$ (48,600)</u>	<u>\$ 429,438</u>	<u>\$ (46,590)</u>	<u>\$ 476,028</u>	
Capital Outlay					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ (5,000)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

Curbside Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 675,834	\$ 2,066,991	\$ 9,330,000	\$ 7,263,009	77.8%
Public Relations Assessment	21,199	65,140	255,250	190,110	74.5%
Customer Service Assessment	23,044	70,905	283,500	212,595	75.0%
96-gal Cart Revenue	14,033	57,729	220,800	163,071	73.9%
Material Sales Rebate	81,690	206,798		(206,798)	
Sponsorship and Grants	-	-	10,000	10,000	100.0%
Interest on Investments	<u>194</u>	<u>570</u>	<u>12,900</u>	<u>12,330</u>	<u>95.6%</u>
Total Revenues	<u>815,994</u>	<u>2,468,133</u>	<u>10,112,450</u>	<u>7,644,317</u>	<u>75.6%</u>
Expenses:					
Personnel services	18,656	53,729	271,660	217,931	80.2%
Fringe benefits	5,156	17,132	82,475	65,343	79.2%
Professional services	6,377	15,153	30,255	15,102	49.9%
Repairs and maintenance	-	363	1,750	1,387	79.3%
Advertising and promotions	2,882	5,389	86,485	81,096	93.8%
Materials and supplies	193	679	2,495	1,816	72.8%
Other services and charges	1,012	7,458	43,930	36,472	83.0%
Leases	3,312	10,137	41,200	31,063	75.4%
Depreciation	391	1,173	7,200	6,027	83.7%
Contractual services	675,834	2,066,991	9,330,000	7,263,009	77.8%
96-gal Cart Expense	26,357	46,665	215,000	168,335	78.3%
Material Sales Rebate	<u>-</u>	<u>206,798</u>	<u>-</u>	<u>(206,798)</u>	<u>-</u>
Total Expenses	<u>740,170</u>	<u>2,431,667</u>	<u>10,112,450</u>	<u>7,680,783</u>	<u>76.0%</u>
Net Income	<u>\$ 75,824</u>	<u>\$ 36,466</u>	<u>\$ -</u>	<u>\$ 36,466</u>	
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ (25,000)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

Drop Off Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 138,613	\$ 265,803	\$ 1,445,000	\$ 1,179,197	81.6%
Materials Sales Rebate	39,226	101,476	350,000	248,524	71.0%
Interest on Investments	<u>60</u>	<u>178</u>	<u>2,000</u>	<u>1,822</u>	<u>91.1%</u>
Total Revenues	<u>177,899</u>	<u>367,457</u>	<u>1,797,000</u>	<u>1,429,543</u>	<u>79.6%</u>
Expenses:					
Personnel services	791	2,379	15,730	13,351	84.9%
Fringe benefits	182	657	3,720	3,063	82.3%
Professional services	599	1,620	3,180	1,560	49.1%
Repairs and maintenance	-	43	150	107	71.3%
Materials and supplies	28	151	325	174	53.5%
Other services and charges	21	482	720	238	33.1%
Leases	152	386	1,585	1,199	75.6%
Contractual services	138,613	265,803	1,445,000	1,179,197	81.6%
Materials sales rebate	<u>33,090</u>	<u>86,712</u>	<u>280,000</u>	<u>193,288</u>	<u>69.0%</u>
Total Expenses	<u>173,476</u>	<u>358,233</u>	<u>1,750,410</u>	<u>1,392,177</u>	<u>79.5%</u>
Net Income	<u>\$ 4,423</u>	<u>\$ 9,224</u>	<u>\$ 46,590</u>	<u>\$ (37,366)</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

Municipal Solid Waste Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 376,834	\$ 1,059,804	\$ 4,166,365	\$ 3,106,561	74.6%
Customer Service Assessment	3,483	10,202	37,100	26,898	72.5%
Cart Revenue	9,711	24,930	-	(24,930)	
Contract Admin Costs	-	-	-	-	0.0%
Interest on Investments	<u>133</u>	<u>392</u>	<u>7,970</u>	<u>7,578</u>	<u>95.1%</u>
Total Revenues	<u>390,161</u>	<u>1,095,328</u>	<u>4,211,435</u>	<u>3,116,107</u>	<u>74.0%</u>
Expenses:					
Personnel services	1,765	5,309	22,095	16,786	76.0%
Fringe benefits	454	1,432	6,910	5,478	79.3%
Professional services	1,592	4,162	7,465	3,303	44.2%
Repairs and maintenance	-	128	450	322	71.6%
Advertising and promotions	7,269	7,449	1,000	(6,449)	99.0%
Materials and supplies	56	175	680	505	74.3%
Other services and charges	81	1,089	1,790	701	39.2%
Leases	308	852	3,380	2,528	74.8%
Depreciation	4,957	14,871	1,300	(13,571)	-1043.9%
Contractual Services	376,834	1,059,804	4,166,365	3,106,561	74.6%
Cart Expense	<u>3,119</u>	<u>9,581</u>	<u>-</u>	<u>(9,581)</u>	
Total Expenses	<u>396,435</u>	<u>1,104,852</u>	<u>4,211,435</u>	<u>3,106,583</u>	<u>73.8%</u>
Net Income	<u>\$ (6,274)</u>	<u>\$ (9,524)</u>	<u>\$ -</u>	<u>\$ (9,524)</u>	
Capital Outlay					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ -</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July-September 2022

Other Special Projects

	Month to Date <u>Actual</u>	Year to Date <u>Actual</u>	Total <u>Budget</u>	<u>Variance</u>	% Budget <u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 191,620	\$ 563,725	\$ 3,262,000	\$ 2,698,275	82.7%
Materials Sales Rebate	<u>76,638</u>	<u>230,329</u>	<u>800,000</u>	<u>569,671</u>	<u>71.2%</u>
<i>Total Revenues</i>	<u>268,258</u>	<u>794,054</u>	<u>4,062,000</u>	<u>3,267,946</u>	<u>80.5%</u>
<i>Expenses:</i>					
Contractual services	191,586	563,715	3,262,000	2,698,285	90.0%
Materials sales rebate	<u>76,638</u>	<u>230,329</u>	<u>800,000</u>	<u>569,671</u>	<u>71.2%</u>
<i>Total Expenses</i>	<u>268,224</u>	<u>794,044</u>	<u>4,062,000</u>	<u>3,267,956</u>	<u>80.5%</u>
<i>Net Income</i>	<u><u>\$ 34</u></u>	<u><u>\$ 10</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 10</u></u>	

Central Virginia Waste Management Authority
Accounts Receivable
September 30, 2022

	Total	Over 60 days	Current w/in 60 days
Department of General Services	\$ 2,222	\$ -	\$ 2,222
Ashland	16,576	-	16,576
Charles City	-	-	-
Chesterfield	21,741	-	21,741
Colonial Heights	112,641	-	112,641
Goochland	54,655	-	54,655
Hanover	71,324	-	71,324
Henrico	218,231	-	218,231
Hopewell	111,326	-	111,326
New Kent	61,904	-	61,904
Petersburg	142,299	-	142,299
Powhatan	55,748	-	55,748
Prince George	-	-	-
Richmond	(1,647)	-	(1,647)
Totals	\$ 867,020	\$ -	\$ 867,020