

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
JUNE 17, 2022  
2104 W LABURNUM AVE  
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)  
Clay Bowles (M-Chesterfield)  
Dwayne Jones (A-Goochland)  
Michael Flagg (A-Hanover)  
Marcia E. Kelley (M-Henrico)  
Jon Clary (A-Henrico)  
Monique Robertson (M-Hopewell)  
Elizabeth Hall (M-Richmond)

**Non-Voting:**

Josh Byerly (A-Henrico)

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Kenna Shea, Accounting and Financial Manager  
Reginald D. Thompson, Operations Analyst  
Julie Buchanan, Public Relations Coordinator  
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)  
Dawn Bowyer (A-Chesterfield)  
Mindy Ritchey (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Todd Flippin (A-Colonial Heights)  
Wendy Grady (M-Goochland)  
Susan Dibble (M-Hanover)  
Randy Hardman (M-Hanover)  
John Mitchell (M-Henrico)  
Bentley Chan (A-Henrico)  
John Lockwood (A-New Kent)  
William Rigglesman (A-Petersburg)  
Karin Carmack (M-Powhatan)  
Johnny Melis (A-Powhatan)  
Dean Simmons (M-Prince George)  
Carly Glenn (M-Richmond)

**Guests:**

Kemrey Kidd, Rehrig Pacific

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 9:00 a.m.

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

Chairman Paige opened the public comment period and asked for anyone from the public who wishes to address the Board to come forward. Seeing no one, Chairman Paige closed the public comment period.

#### **Item No. 2: Minutes of the Regular Meeting of May 20, 2022**

Chairman Paige opened the floor for a motion to consider the minutes of the regular meeting of May 20, 2022, as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), seconded by Mr. J. Clary (A-Henrico), and carried that the minutes of the May 20, 2022, 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 mentioned that the CVWMA does not have a full slate of officers for the ensuing fiscal year. We are in need of a Treasurer and a Secretary and she informed the Board that these positions do not take a lot of extra time as the staff prepares the reports and does the work. She requested Board members to reach out to her or Mrs. Hynes if willing to serve.

Mrs. M. Kelley (M-Henrico) asked if the positions have changed since the Board packet went out, to which Mrs. Hynes responded that Mr. Miles Jones (M-Richmond) has agreed to move from Secretary to Vice-Chair. The Secretary and Treasurer positions are still open. Mrs. Kelley asked about the Director position. Mrs. Hynes responded that the ByLaws don't include a Director position, but it was added years ago as another advisory position on the Executive Committee. She indicated that it is desired to fill all of the positions, but at the very least need to fill the Secretary and Treasurer positions first.

#### ***Resolution of Appreciation for Mr. Allen Lane***

Next Chairman Paige asked Mrs. Shea to read the Resolution of Appreciation for Mr. Lane upon his retirement from the Board of Directors. A motion was made by Mr. J. Clary (A-Henrico), , seconded by Mr. R. Dunn (M-Chesterfield), Vice Chairman, and carried approving the Resolution of Appreciation for Mr. Allen Lane.

Mrs. Hynes thanked Mr. Lane for his service to the CVWMA, the region and Henrico County. He has served as support system for her, the Board and staff his contributions and leadership over the his ten (10) years on the Board are appreciated. She indicated Mr. Lane will be sorely missed and she thanked him again for his contributions, support and commitment to the Authority. Mr. Lane expressed that it has been a real pleasure working with the staff and Board. Chairman Paige thanked Mr. Lane and expressed she enjoyed their conversations and his insight on recycling and trash. Mr. J. Clary (A-Henrico) thanked Mr. Lane on behalf of Henrico County. It has truly been a pleasure working with him, not just as a co-worker but he has also become a friend.

#### **Item No. 4: Nominating Committee Report**

#### ***Election of Officers for Fiscal Year 2022-2023***

Chairman Paige indicated that the Nominating Committee and Officer vacancies were discussed during the Chairman's Report and she gave the Board members and opportunity to think about serving. She asked if there were any nominations from the floor. Mr. J. Clary (A-Henrico) asked about alternates serving as an officer and Mrs. Hynes responded that in accordance with the Bylaws, Officers must be Board members.

Chairman Paige indicated that the Board needs to vote on the slate of Mr. R. Dunn (M-Chesterfield) as Chairman and Mr. M. Jones (M-Richmond) as Vice-Chair at this time and we will continue to search for members to fill the other positions. A motion was made by Mr. S. Chidsey (M-Ashland), seconded by Mr. C. Bowles (M-Chesterfield) and carried that the slate of officers be approved as presented.

#### **Item No. 5: Audit Committee Report**

Mrs. Hynes reported that the Audit Committee met on June 7, 2022 with the CVWMA audit firm, Brown and Edwards to discuss the upcoming audit. The auditors reviewed their audit approach, testing and timeline for the 2022 audit as well as new pronouncements that would impact the CVWMA financial statements. The auditors will be in the office the week of July 25 and once fieldwork is completed will meet with the Audit Committee and staff to review the results. Staff will present the final Annual Comprehensive Financial Report to the Board for approval and transmission to the Virginia Audit of Public Accounts in September.

Mr. R. Dunn (M-Chesterfield), Vice-Chair mentioned to the Board that the auditors always ask the Audit Committee if they have any concerns or any areas they should pay particular attention. He asked the Board to let him or a member of the Audit Committee know if there are any concerns or items they would like to discuss with the auditors

#### **Item No. 6: Consideration of Resolution 22-17: Adopting the Strategic Plan**

Chairman Paige reminded and thanked the Board of the hard work and dedication to drafting a very well thought out plan for our future. Mrs. Hynes referred to the final draft of the Mission, Vision, Goals, Objectives and Initiatives and thanked the Board for all of their input into crafting a well-thought out and attainable. After 18 months of work on this, it is ready to be adopted. She also reminded the Board that the Plan will be a living, working document and if at any point it needs to be revised or updated based on findings, market changes, etc. the Board can do that at any time.

Mrs. M. Kelley (M-Henrico) expressed that the Board, the staff and various committees are going to need to look at how implementation of the plan is going to work and how each of the jurisdictions will be involved and informed. Chairman Paige reiterated that this is a living, working document and can be adjusted as changes occur. Mrs. Kelley that she wanted to bring this up to the whole Board as it came up several times in the committee she participated in and as Mr. R. Dunn (M-Chesterfield) has indicated it will be up the Board members to step up and work with the Executive Committee, Board, staff and our respective localities to implement.

A motion was made by Mr. J. Clary (A-Henrico), seconded by Mr. M. Jones (M-Richmond) and carried that the Strategic Plan be adopted as presented.

#### **Item No. 7: Operations and Technical Advisory Committee Report**

Mr. R. Nolan, CVWMA Director of Operations indicated that commodity pricing has remained steady and strong. In addition, he reported to the Board on TFC's request to eliminate Addendum 8 to the Contract for Residential Recycling and Drop Off Processing Services. He reminded the Board that Addendum 8 amended the Contract to help TFC in 2018 when China placed restrictions on imports of recycled goods, particularly mixed paper and cardboard. In Addendum 8, CVWMA agreed to pay a maximum \$30/ton processing fee but also put in place a sliding scale when markets improved, which is now resulting in CVWMA and Participating Jurisdictions receiving \$50/ton in rebate. Addendum 8 also contains a clause that either party can request to negotiate in good faith, however if an agreement cannot be reached, Addendum 8 becomes null and void and those terms revert back to the original contract and previous addendums. The previous arrangement includes a minimum rebate of \$20/ton and maximum of \$25/ton. TFC has requested to negotiate or eliminate Addendum

8, CVWMA has been working with the Technical Advisory Committee (TAC). Chairman Paige asked, if this is to our advantage. Mrs. Hynes responded that markets are uncertain and can be volatile, thus we could end up having to pay the \$30/ton again before the end of the contract. Mr. J. Clary (A-Henrico) asked how much we have paid in processing since Addendum 8 was effective in July 2018. Mrs. Hynes responded CVWMA has paid \$4.5 million, including losing the minimum \$20/ton and offsetting that cost, CVWMA has made \$1.3 million back in the last year. Mrs. Hynes indicated that with the TAC's input, CVWMA has provided a counter offer in good faith to negotiate a compromise and we are awaiting TFC's response.

Mr. Nolan updated the Board on collections. CVWMA is working with Meridian Waste, contractor for MSW Collection in Ashland, Colonial Heights, Hopewell and Petersburg on improving service. CVWMA has issued some penalties. He reminded the Board that July 1, WM will be taking over collection in Colonial Heights. Trash carts will be delivered by Rehrig Pacific beginning Monday, June 20 through June 28. CVWMA is working with Meridian on removing their trash carts timely. He noted that CVWMA issued a Request for Proposals (RFP) for the purchase of trash and recycling carts.

Mr. Nolan reported on recent events. CVWMA and Henrico County hosted a Disaster Recovery training event on June 8, 2022. All four (4) of our Debris Management and Monitoring Contractors and representatives from Virginia Department of Environmental Quality and Department of Emergency Management as well as John Bernier, Chief Meteorologist with WRIC provided very informative presentations.

#### **Item No. 8: Public Information**

Mrs. J. Buchanan, CVWMA Public Relations Coordinator recapped the notification efforts to residents in Colonial Heights regarding the new trash carts and the new service with WM. She noted that she is attending the Chili Peppers baseball game to share more information and answer questions about the trash and recycling programs. She recapped programs provided to Hanover and Henrico schools and a nature fair event in Chesterfield with the mascot R3. Mrs. Buchanan also mentioned a huge response received from one Facebook post regarding plant pots. The one post was shared more than 200 times! Mrs. M. Kelley (M-Henrico) asked if the greenhouses and nurseries want them back. Mrs. Buchanan indicated that some take them back and she is unsure what they do with them. Mr. C. Drane (M-Chesterfield) mentioned that some can't be reused so they don't cross contaminate plantings.

#### **Item No. 9: Financial Reports for May 2022**

Mrs. K. Shea, CVWMA Accounting and Financial Manager indicated that monthly financial activity for May is consistent with previous months. Year to date, net income is \$170,808 and she indicated CVWMA is within total budget with only one month left in the fiscal year. She indicated there were no accounts more than 60 days past due at the end of May.

Chairman Paige opened the floor for a motion to accept and file the Financial Reports for May 2022 as submitted. A motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mr. M. Jones (M-Richmond), Secretary and carried that the Financial Reports for May 2022 be approved and filed as submitted.

#### **Item No. 10: Presentation Kemrey Kidd, Rehrig Pacific Company**

Mrs. Hynes introduced Kemrey Kidd of Rehrig Pacific Company. She informed the Board that CVWMA purchased the new trash carts for the City of Colonial Heights from Rehrig Pacific off a national cooperative procurement. Ms. Kidd informed the Board on the new carts and Rehrig Pacific Company and the various services that they provide including cart manufacturing, cart management, assembly and delivery, and the technology their company has available for their customers. Chairman Paige noted that the recycled content in

the manufacturing of carts will assist in meeting some objectives of our newly adopted Strategic Plan and the technology will alleviate some of the calls to customer service.

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

Mrs. Hynes noted the upcoming meetings and mentioned that all are welcome to attend and participate in any and all meetings. She reminded the Board that the July Board meeting is canceled and thus the next Board meeting will be August 19.

#### **OLD/NEW BUSINESS**

Mrs. M. Kelley (M-Henrico) asked that since the July meeting is canceled and the new recycling contract with TFC starts July 1, 2023, is there an update on Chesterfield's involvement in that contract. Mrs. Hynes responded that Chesterfield will not be part of the service with TFC; however CVWMA is working with the County on a Service Agreement for Customer Service for a period of time and also for education and outreach to Chesterfield citizens. Mr. R. Dunn (M-Chesterfield), Vice-Chair asked about notification to residents of Chesterfield. Mrs. Hynes responded staff is working with the County and notification is expected to come out sometime in the fall.

#### **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 10:22am. The motion was made by Mr. R. Dunn (M-Chesterfield), Vice-Chairman, seconded by Mr. C. Drane (M-Chesterfield) and carried that the June 17, 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 June 17, 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., August 19, 2022. Given under my hand and seal of the CVWMA this 19<sup>th</sup> day of August 2022.

For   
Robert Dunn, Chairman

