

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
JANUARY 20, 2023  
2104 WEST LABURNUM AVENUE  
RICHMOND, VA**

**MEMBERS/ALTERNATES PRESENT**

**Voting**

Robert L. Dunn (M-Chesterfield), Chairman  
Stephen Chidsey (M-Ashland)  
Ricky Hicks (M-Charles City)  
Clay Bowles (M-Chesterfield)  
Cary Drane (M-Chesterfield)  
Todd Flippen (A-Colonial Heights)  
Wendy Grady (M-Goochland)  
Theresa Arnold (A-Hanover)  
Michael Flagg (A-Hanover)  
Josh Byerly (A-Henrico)  
Jon Clary (A-Henrico)  
Rick Stewart (M-New Kent)  
Tangela Innis (M-Petersburg)  
Johnny Melis (A-Powhatan)  
Dean Simmons (M-Prince George)  
Elizabeth Hall (M-Richmond)  
Carly Glenn (M-Richmond)

**Non-Voting:**

Dwayne Jones (A-Goochland)  
John Lockwood (A-New Kent)  
Randall Williams (A-Petersburg)

**Staff:**

Kimberly A. Hynes, Executive Director  
Richard Nolan, Director of Operations  
Reginald "Reggie" Thompson, Operations Analyst  
Julie Buchanan, Public Relations Coordinator  
Stephanie Breaker, Sr. Customer Service Supervisor  
LaTanya McBride, Administrative Assistant

**MEMBERS/ALTERNATES NOT PRESENT**

Miles Jones (M-Richmond), Vice-Chairman  
Jenny Schontag (A-Ashland)  
Michelle Johnson (A-Charles City)  
John Neal (A-Chesterfield)  
Mindy McKinney (A-Chesterfield)  
Dawn Rowell (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Susan Dibble (M-Hanover)  
Randy Hardman (M-Hanover)  
Marcia E. Kelley (M-Henrico)  
John Mitchell (M-Henrico)  
J Bentley Chan (A-Henrico)  
Monique Robertson (M-Hopewell)  
Karin Carmack (M-Powhatan)  
Michael Walker (A-Richmond)  
Noah Hillerbrand (A-Richmond)

**Guest:**

Patricia Paige (M-New Kent), Immediate Past Chair

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: Minutes of the Regular Meeting of December 16, 2022**

Chairman R. Dunn (M-Chesterfield) opened the floor for a motion to consider the minutes of the January 20, 2023, meeting as submitted. The motion was made-by Mr. S. Chidsey, (M-Ashland), seconded by Mr. T. Flippen (A-Colonial Heights), and carried that the minutes of the January 20, 2023, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting were approved as submitted.

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

#### ***Resolution of Appreciation for Ms. Patricia Paige***

Mrs. K. Hynes, Executive Director and Chairman Dunn awarded Ms. Paige with a Resolution of Appreciation as a token of esteem upon her completion of service as Chairman of the Board and as a member of the Central Virginia Waste Management Authority Board of Directors. Mrs. Hynes read the Resolution of Appreciation, recognizing Ms. Paige for her outstanding leadership as a representative of New Kent County since January 2016. She served as Chairman, Vice-Chairman, and Secretary for the Board of Directors during her tenure. Chairman Dunn graciously thanked Ms. Paige for her invaluable contribution to the Board as well as her leadership and commitment to serve. Mrs. Hynes also thanked Ms. Paige and noted that her enthusiasm and energy demonstrate her passion and her dedication to the purpose of the Authority. Ms. Paige expressed her gratitude and promised to return to the meeting periodically. Ms. Paige asked Chairman Dunn if she could introduce New Kent County's new appointee Mr. Rick Stewart, Director of General Services. Chairman Dunn welcomed Mr. Stewart to the Board and open the floor for a vote on the resolution. A motion was made by Mr. J. Lockwood (A-New Kent) and seconded by Mr. M. Flagg (A-Hanover), and carried that the Resolution of Appreciation for Ms. Patricia Paige be approved as submitted.

### **Item No. 4: ByLaws Review Committee Report**

Chairman Dunn acknowledged the progress made by the ByLaws Committee, he then asked Mrs. Hynes if she would present the Committee Report to the Board. Mrs. Hynes reminded the Board that the Committee met for the second time last week, and the conversation topics are outlined in the board package. Mrs. Hynes took a moment to recognize the Bylaws Review Committee members, those members consist of the Executive Committee, Ms. Marcia Kelly (M-Henrico), and Mr. Clay Bowles (M-Chesterfield). Mrs. Hynes summarized the meeting topics of January 10, 2023, to include board appointments, residency requirements, board engagement, creating an attendance policy, reducing and/or combining officer positions, alternates serving at large, and possibly allowing staff members of localities to temporarily fill vacant board member appointments as needed. Mrs. Hynes conveyed the committee's commitment to create a one-page document outlining CVWMA's mission, expectations, and responsibilities to provide to local clerks in member localities as they are recruiting new representatives. Mrs. Hynes explained the procedure to amend the Articles of Incorporation, which include public hearings in all 13 localities, and approval from each governing bodies. The committee plans to communicate with the Chief Administrative Officers to discuss challenges, and how we can help aid in the appointment of new representatives. The next meeting will be held on March 7, 2023, at 11:00 am directly

following the Executive Committee meeting. She mentioned that if anyone has any questions or suggestions to contact any committee member and all are welcome to attend the meetings. Chairman Dunn took a moment to emphasize three main areas of importance: attendance (there are members that come to our board meetings once or twice a year); appointments (localities that are unrepresented); and members expectations (all members should be willing to serve on a committee or in a leadership role).

Mr. T. Flippen (A-Colonial Heights) I've been involved with other authorities that have in their Bylaws, a rotating basis for officers by locality, and reducing the amount of leadership roles will help if someone leaves the organization. In other words, they don't have to be here five years to work their way up to Chairman. I know that helped others because there's an expectation now that I am going to be Secretary next year, my part of the rotation. Chairman Dunn replied, that's a good thought because we have asked a lot of people to serve, and many do not want to or don't have the time.

Mr. T. Flippen (A-Colonial Heights) This will make sure every six or seven years every locality has been represented in leadership. Mr. J. Clary (A-Henrico) Asked, currently when the Chairman rolls off, does the Vice Chair automatically become the Chairman? Mrs. Hynes replied, we like it to work that way, but it hasn't always happened that way.

Mr. S. Chidsey (M-Ashland) suggested that when the chairman rolls off, he/she could fill the Director role as the past Chair. Mrs. Hynes replied, typically the past Chair continues to serve on the Executive Committee as the past Chair.

Mr. J. Clary (A-Henrico) suggested that the Director role could be filled by the TAC Chairman. Mrs. Hynes stated that the TAC Chair is invited to the meetings currently to assist the Executive Committee with the technical and operational matters.

Mr. S. Chidsey (M-Ashland) commented that if the TAC Chair is going to be a member of the Executive Committee, there would need to be more formalization on who can vote for the TAC Chair and a rotation of that position.

#### **Item No. 5: 2023 Virginia General Assembly**

Mrs. K. Hynes introduced the 2023 Virginia General Assembly report, this session is a short session that convened on January 11<sup>th</sup> and Adjourns on February 25<sup>th</sup>; Crossover February 8 with a total of 1,981 bills introduced to date. Mrs. Hynes reported on relevant bills and legislation of interest, listed as follows:

**HB 1370-** Nonhazardous Solid Waste Fees – Increases the annual fees for nonhazardous solid waste management facilities and indexes the fees annually based on the change in the Consumer Price Index – *ACNR Committee*

**SB 933-** Single-use plastic carrier bags; local prohibition – authorizes locality to prohibit by ordinance the purchase, sale, or provision, whether free or for a cost, of any single-use plastic carrier bag that is not recyclable from grocery, retail, and convenience stores. *Local Government Committee*

**SB 1012**– prohibits state agencies beginning 7/1/24 from contracting for the purchase, sale, and distribution (i) single-use plastic bags, cutlery, straws, or water bottles and (ii) single-use plastic food service containers and expanded polystyrene food service containers, except during a declared state of emergency. Bill also authorizes any locality to prohibit the same. *ACNR Committee*

**HB 1746 / SB HB 1634-** Regional planning; climate resilience – requires regional planning commissions to include climate resilience as part of their strategic plan. *Counties, Cities and Towns Committee*

**SB 1158-** Regulation of garbage and refuse pickup and disposal services: exclusive areas. Grants localities in Northern Virginia to establish exclusive service areas to businesses that as of July 1, 2024, are legally engaged in the pickup and disposal garbage wherein service will be provided to the residents of the locality. *Local Government Committee*

**SB 1117 / SB 1135 / HB 2372-** Possession, purchase, sale, and transportation of catalytic converters; penalty. Makes it a Class 6 felony for any person to sell, offer for sale or purchase a catalytic converter from a motor vehicle exhaust system that has been detached from a motor vehicle. *Courts of Justice Committee*

**HJ 513-** Study; Board of Funeral Directors and Embalmers; creation. – directs the Board of Funeral Directors and Embalmers to study the creation, operation, and duties of natural organic reduction, also known as green burial or human composting. Reports due 11/30/23. – *Rules Committee*

**HB 1742-** Virginia student environmental literacy; grant fund program– requires the Board of Education with the Office of Environmental Education at the Department of Conservation and Recreation, the Science Museum and any other stakeholder and the public, in order to assist local school boards in developing and implementing a program for grades K-12, aligned with the SOLs and emphasizes environmental literacy as an essential skill and concept of citizenship necessary for responsible participation in society globally. *Education Committee*

**SB 1134–** establishes the Precision Plastic Manufacturing Grant Fund to provide up to \$56 million in grants between 7/1/27 – 7/1/35, to a qualified company engaged in the manufacture and distribution of precision plastic products in an eligible county (Chesterfield) and between 6/1/22 – 12/31/35 is expected to make a capital investment of at least \$1billion and create at least 1,761 new full-time jobs. *Reported from Commerce & Labor to Finance and Appropriations*

**HB 2050-** VA FOIA; electronic meetings; local and regional public bodies. – allows, with certain exceptions, local and regional public bodies to convene as many all-virtual public meetings as each such public body deems acceptable in its individual remove participation meeting policy, to be adopted at least once annually by recorded vote at a public meeting. Current law limits all-virtual public meetings to no more than two per calendar year or 25 percent of the meetings held. – *General Laws Committee; Subcommittee #4*

**SB 859 –** VA Public Procurement; competitive negotiation, localities to post public notice on website. Removes the requirement that if a local public body elects not to publish notice of RFP in a newspaper of general circulation in the area in which the contract is to be performed, then such local public body shall post such notice on the Dept of Gen Services central electronic procurement website. *Passed by Indefinitely in General Laws Comm (14-0)*

**HB 1476** Auditor of Public Accounts; civil penalty for local noncompliance– provides that localities and localities’ constitutional officers shall be subject to monetary penalties for failure to comply with various deadlines for preparing local financial audit reports and submitting such reports to the APA. *Committee on Counties, Cities and Towns; Subcommittee #1*

**Item No. 6: Consideration of Resolution 23-16: To Amend the Contract for Municipal Solid Waste (MSW) Collections Services for Chesterfield County**

Mr. R. Nolan, Director of Operations explained to the board that **Resolution 23-16** is a request to amend the contract for Municipal Solid Waste Collection Services for Chesterfield County. This request is to modify the existing Contract between GFL, formerly County Waste and CVWMA and the Service Agreement between CVWMA and Chesterfield County to include Residential Recycling for County residents that are currently in the County tax-relief trash collection program.



Chesterfield County has approximately 1,200 residents that are receiving tax-relief services that currently includes weekly trash collection. The County desires to provide the tax-relief residents with residential recycling services in addition to trash collection. GFL has agreed to provide a recycling cart and provide weekly recycling service to tax-relief customers that are currently served in this program for \$8 per household each month. Mr. Nolan open the floor for questions.

A motion was made by Ms. T. Innis (M-Petersburg), and seconded by Mr. T. Flippen, (A-Colonial Heights) and carried unanimously that **Resolution 23-16** be approved as presented.

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

Mr. R. Nolan, Director of Operations, reported no major changes in the recycling markets for January 2023, the steel price has gone up from \$175/ton to \$225/ton and cardboard, mixed paper, and newsprint remain flat. Mr. Nolan updated the Board on the transition in the Town of Ashland from Meridian Waste to WM for trash collection which began on Monday January 16, 2023. Mr. Nolan shared positive feedback from the transition to WM. Mr. Nolan added complaints were minimal, and the overall service went well.

Meridian Waste has improved their services this week in Hopewell and Petersburg. The new Residential Recycling contract with TFC starts on July 1<sup>st</sup>, and he and Mrs. Hynes continue to work closely with TFC on the implementation of the new contract and with Rehrig Pacific for the new cart deployment. Mrs. Hynes met several times with Henrico County and Mr. Nolan reminded the Board that deliveries will begin in Henrico in May.

Mr. Nolan shared lots of positive feedback from the City of Richmond's annual event called "Bring One for the Chipper". The City of Richmond provided a variety of services such as Christmas tree recycling, electronics recycling, paper shredding, and more. There are no events scheduled in February.

Mr. Nolan reported that the TAC (Technical Advisory Committee) met on January 4, 2023, to discuss the Solid Waste Management Plan and future plan updates. Mr. Nolan reported the closing of three facilities including Shoosmith Landfill which is estimated to be at full capacity by the end of the year. Mr. Nolan expressed concern for the closings because it will inadvertently impact our Solid Waste Management Plan. Mrs. Hynes reached out to DEQ to discuss.

Mr. Nolan reminded the board that CVWMA will be applying for an EPA Infrastructure Grant, for a mattress recycling program. Mr. Nolan shared a little about his visit to Van der Linde Recycling to observe their mattress recycling process. Mr. Nolan reported the operation was simple and all manual currently. He also noted that that company hopes to expand their operation into the CVWMA region. Mr. Nolan noted that he will be developing the grant application based on the optimistic outlook for the future of a mattress recycling and diversion program for our members.

Mr. Nolan conveyed the date of the next TAC meeting which will be held on Wednesday, February 1. He invited the board to take a copy of the program statistics, which are available on the table and on the CVWMA website.

Ms. P. Paige, Immediate Past Chair mentioned she has received more and more complaints at the convenience center sites in New Kent about broken equipment and compactors. If the equipment is not working, they must shut down the site, causing a lot of frustration for residents bringing their trash to be disposed. This is happening more and more frequently. The contractor is responsible for maintaining the equipment and asked what CVWMA is doing to hold the contractors accountable when the contractor brings back the containers that are not in good shape and/or breakdown.

Mr. Nolan replied, yes that's their responsibility, and since CVWMA is renewing the contract with this vendor, he will communicate these issues and request that they replace all faulty equipment and compactors that are outdated.

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

Mrs. J. Buchanan, CVWMA Public Relations Coordinator updated the board on the 2023 Recycling Calendars that were mailed to over 190,000 residents. Mrs. Buchanan explained how one version of the calendar is designed specifically for Henrico, Hanover, and Goochland which mentions, and includes a link that details the new cart deployment in the spring. Ms. Buchanan is happy to report positive feedback from customer service, that residents are anxious for their new carts to arrive.

Mrs. Buchanan reported the Christmas tree recycling event "Bring One for The Chipper," was a huge success! For such a cold and brisk day, there were 736 participants, with lots of coverage on social media. In addition, CVWMA issued a news release at the end of December highlighting all the local Christmas tree recycling and disposal programs.

Mrs. Buchanan shared exciting news about the free in person programs for pre-K through 12th grade students through our partnership with the Young Scientist Group. Mrs. Buchanan reported a recent uptick in request for in person recycling programs as we move closer to Earth Day in April. Considering this, Mrs. Buchanan designed an informational flyer that is currently available online, on social media, at schools and in public libraries. Mrs. Buchanan is happy to report that the Young Scientist Group provided recycling program activities for over 700 students during this year-round program. Today the Young Scientist will visit the sixth graders at Colonial Heights Middle School, and at the end of the month they will visit the Maggie Walker Governor's School.

Lastly, Mrs. Buchanan updated the board on the EPA grant submissions., The original deadline was January 16, 2023, but it is now extended to February 15, 2023. CVWMA will be submitting two grants, one for Education and Outreach (\$1,000,000) over 3 years and one for Infrastructure (\$500,000) for the mattress pilot targeting contamination. Mrs. Buchanan asked if anyone had any questions or thoughts about the grant application, please reach out.

Ms. P. Paige (Past-Chair) asked Mrs. Buchanan if she is talking to School Boards. Superintendents, or Principals and offered to set up a meeting in New Kent County. Mrs. Buchanan and Mrs. Hynes responded favorably to Ms. Paige's invitation.

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

Mrs. Kim Hynes, Executive Director referred the Board to the December Financial Report located in the board packet. Mrs. Hynes reported a year-to-date net income of \$ 291,728, which will continue to decrease as expenses are incurred. Mrs. Hynes noted that CVWMA is within the total budget, and noted that the large expenses incurred in mailing the collection schedule, specifically postage, were incurred in December.

Mrs. Hynes referred the Board to the Accounts Receivable section of the report; she noted that one account is more than 60 days past due: City of Richmond has a large credit, and we are working with them on using that credit. Chairman Dunn opened the floor for a motion to approve the Financial Reports for December 2022 as submitted. A motion was made by Mr. J. Clary (A-Henrico), seconded by Mr. J. Melis (A-Powhatan), and carried that the Financial Reports for December 2022 are approved and filed as submitted.

### **Item No. 10: Administrative**

Mrs. Hynes updated the Board on CVWMA's recruitment for an Accounting and Financial Manager and Recycling Coordinator. CVWMA is receiving several resumes from a recent online push on LinkedIn, Indeed, and social media. Ms. S. Breaker, Senior Customer Service Supervisor is working now to secure temporary customer service help for the Chesterfield transition, and she will be attending a job fair at VCU specifically for part time and temporary recruitment. Mrs. Hynes invited two representatives of CVWMA's Disaster Recovery Contractors: Ceres Environmental and DRC for next month's Board presentation to give an overview of disaster recovery.

Mrs. Hynes is working closely with Virginia Economic Development Partnership and is looking forward to having them to come out and speak with the board about economic development as it relates to waste and recycling initiatives sometime in the spring. Mrs. Hynes invites the board to contact her if they have any suggestions or ideas on future meetings and speakers.

Lastly, Mrs. Hynes was invited by WM to attend the Phoenix Open Sustainability Forum, and she will be departing on February 8.

**OLD/NEW BUSINESS**

Chairman Dunn thanked Ms. Paige again for all for hard work and dedication.

**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 **9:48am**. The motion was made by Mr. J. Clary (A-Henrico), seconded by Mr. S. Chidsey (M-Ashland) and carried that the January 20, 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 January 20, 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., February 17, 2023. Given under my hand and seal of the CVWMA this 17<sup>th</sup> day of February 2023.

  
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**Robert Dunn, Chairman**

