

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
JANUARY 17, 2025  
CVWMA CONFERENCE ROOM  
2100 W. LABURNUM AVE., STE. 105  
RICHMOND, VA 23227**

**MEMBERS/ALTERNATES PRESENT**

**Voting**

Miles M. Jones (M-Richmond), Chairman  
Cary Drane (M-Chesterfield), Secretary  
John Mitchell (M-Henrico), Treasurer  
Jordan Stewart (M-New Kent), Director  
Robert L. Dunn (M-Chesterfield), Past-Chair  
Stephen Chidsey (M-Ashland)  
Clay Bowles (M-Chesterfield)  
Todd Flippen (A-Colonial Heights)  
Wendy Grady (M-Goochland)  
John Saunders (A-Hanover)  
Josh Byerly (A-Henrico)  
Marcia E. Kelley (M-Henrico)  
Monique Robertson (M-Hopewell)  
Randall Williams (A-Petersburg)  
Tim Glidewell (A-Powhatan)  
Elizabeth Hall (M-Richmond)

**Non-Voting:**

Don Leftwich (A-Goochland)  
Joshua Mathews-Ailsworth (A-Richmond)

**Staff:**

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

**MEMBERS/ALTERNATES NOT PRESENT**

Marilee Tretina (M-Henrico), Vice-Chairman  
Jenny Schontag (A-Ashland)  
Nathaniel Richardson (M-Charles City)  
Michelle Johnson (A-Charles City)  
John Neal (A-Chesterfield)  
Mindy McKinney (A-Chesterfield)  
Dawn Rowell (A-Chesterfield)  
Doug Smith (M-Colonial Heights)  
Randy Hardman (M-Hanover)  
Jeff Stoneman (M-Hanover)  
Teresa Arnold (A-Hanover)  
J. Bentley Chan (A-Henrico)  
Jon Clary (A-Henrico)  
Rodney Hathaway (A-New Kent)  
Jerry Byerly (M-Petersburg)  
Bob Powers (M-Powhatan)  
Dean Simmons (M-Prince George)  
Michael Walker (A-Richmond)  
Robert McMillen (M-Richmond)  
Noah Hillerbrand (A-Richmond)

**Visitors:**

Chairman M. Jones (M-Richmond) welcomed all to the meeting and thanked everyone for coming. He 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 Jones opened the public comment period and asked if there were any members of the public present who wished to address the Board to come forward. Seeing no one, Chairman Jones closed the public comment period.

### **Item No. 2: Minutes of the Regular Meeting of November 15, 2024**

Chairman Jones opened the floor for a motion to consider the minutes of the November 15, 2024, meeting as submitted. The motion was made by the Past Chair, Mr. R. Dunn (M-Chesterfield), and seconded by Mr. S. Chidsey (M-Ashland), and so carried that the minutes of November 15, 2024, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting are approved as submitted.

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

Chairman Jones wished everyone a Happy New Year and thanked everyone for their attendance. He reminded the board that 2025 marks CVWMA's 35<sup>th</sup> anniversary, and we need volunteers to join the Anniversary Committee. All parties interested in joining can reach out to himself or Mrs. Hynes.

### **Item No. 4: 2025 Proposed Meeting Dates**

Mrs. K. Hynes, CVWMA Executive Director, informed the Board that the proposed meeting dates for the calendar year 2025 are listed in the board package. She reminded the Board that all board meetings are scheduled on the third Friday of the month at 9:00 a.m., except for July's meeting which is customarily canceled for summer break. She also noted that December's board meeting will be held on the second Friday, December 12<sup>th</sup> at 9:00 a.m. Mrs. Hynes opened the floor for questions concerning the proposed meeting dates.

Hearing none, Chairman Jones opened the floor for a motion to accept the 2025 Proposed Board Meeting Dates as presented. A motion was made by the Past Chair, Mr. R. Dunn (M-Chesterfield), and seconded by Mr. S. Chidsey (M-Ashland) and so carried that the 2025 Central Virginia Waste Management Authority Board of Directors meeting dates are approved as presented.

### **Item No. 5: Consideration of Resolution 25-04 through 25-09: 2026 Operating Budget**

Mrs. Hynes reminded the Board that during November's board meeting, she presented the Proposed Operating Budget for Fiscal Year 2026, with slides outlining the budget contents. The proposed budget and the accompanying slides were emailed to each board member on several occasions. She indicated that no comments or questions had been received. She thanked everyone for taking the time to review the proposed budget and opened the floor for any questions.

Mr. J. Mitchell (M-Henrico), Treasurer, asked Chairman Jones if he would object to a motion to approve Resolutions 25-04 through 25-09 as a slate instead of considering them individually for a vote, to which Chairman Jones agreed and opened the floor for a motion to approve. Mr. J. Mitchell (M-Henrico), Treasurer made a motion to approve Resolutions 25-04 through 25-09 and the 2026 Operating Budget as submitted, seconded by Ms. J. Stewart (M-New Kent), Director and so carried that Resolutions 25-04, 25-05, 25-06, 25-07, 25-08, and 25-09: 2026 Operating Budget are approved and filed as submitted.

## Item No. 6: 2025 Virginia General Assembly

Mrs. Hynes introduced the 2025 Virginia General Assembly report. She noted that this year is a short session that convened on January 8th briefly and recessed to Monday, January 13th due to Richmond's unforeseen water issues. The Assembly will adjourn on February 22nd, and crossover day is February 4<sup>th</sup>. To date, a total of 1,974 bills were introduced excluding bills that were continued from last year's session. Mrs. Hynes briefly reported on the three bills that were continued from 2024 but failed in committee in November 2024, after which she reported on relevant bills and legislation of interest, listed as follows:

*The following bills were continued from the 2024 session but failed in committees on Nov 19, 2024.*

**HB 745 Mattress stewardship program est; civil penalty**—prohibits disposal of mattresses in a landfill or incinerator beginning 7/1/28. Requires producers of mattresses sold at retail in VA to submit a plan for the establishment of a mattress stewardship program, which would include an assessment for all sold in VA and, a network of free sites for collection. Penalties for improper disposal.

**SB 446 Environmental Resources, Board of; created.** Consolidates the State Air Pollution Control Board, Water Control Board, and VA Waste Management Board into one.

**HJ 24 / SJ 18 Dillon rule study.**

Mrs. Hynes continued reporting on bills introduced for the 2025 Session

**HB1974 SB 990 Mattress Stewardship Program established; report; civil penalties.** Mrs. Hynes reported that **HB1974** and the companion bill, **SB990**, will establish a mattress stewardship program. Both bills are similar to **HB 745**, except for the removal of the prohibition of mattresses and the disposing of mattresses in landfills. This bill will establish a mattress stewardship program allowing mattress recycling organizations to be certified by the state. It would require retailers and producers to register with a certified mattress recycling organization and to identify the brands of mattresses that are sold in the Commonwealth. The completion deadline is January 1, 2027, both bills are currently in committee.

**HB1916 Waste tire disposal by producers and haulers; fee; requirements and SB794 Tire stewardship program; established, report.** Mrs. Hynes explained that **HB1916** & **SB794** were introduced last year but both failed in committee. **HB1916** requires tire producers to recycle and register with DEQ and stipulates an increase in tire recycling fees from \$.50 to \$2 per tire, beginning in July of 2026. The purpose is to expand the Waste Tire Fund, including the costs of implementing waste tire disposal requirements of haulers, paying the cost of removing waste tires during locality-led Amnesty Days, and funding research studies that stimulate the growth of the existing tire market expanding what the waste tire fund was originally set up for. **SB794** is establishing a tire stewardship program, similar to the mattress stewardship program just discussed.

**HB1662 Sale and distribution of plastic carryout bags by grocery stores prohibited; civil penalty and HB1764 Disposable plastic bag tax; distribution to towns.** Mrs. Hynes explained that **HB1662** prohibits the sale or distribution of plastic carry-out bags from grocery stores effective January 1, 2027, and from that date on grocery stores can be penalized or fined for noncompliance. The bill provides exemptions for plastic produce bags, plastic trash bags, and plastic block bags. Secondly, **HB1764** is related to the plastic bag tax that is within the current code. Localities can charge a plastic bag tax, that will go to the state, after which the locality will receive revenue back from the state. This bill specifies towns within counties, that would receive a proportionate distribution of the revenue from the plastic bag tax collected by the county.

Mr. J. Mitchell (M-Henrico), Treasurer, asked if the plastic bag tax was already in place. Mrs. Hynes confirmed that some localities around the state have already adopted the plastic bag tax. No localities have adopted in our region. She noted that **HB1764** was introduced last year and went all the way through the House but was vetoed by the Governor.

Mr. R. Dunn (M-Chesterfield), Past chair, asked if this bill excludes plastic bags for produce. Mrs. Hynes stated that this bill specifically concerns plastic carry-out grocery bags only.

**HJ448 Study; Department of Environmental Quality; tax policy options for reforming the litter tax; report.** Mrs. Hynes reported that **HJ448** will require the Department of Environmental Quality (DEQ) to study tax policy options to reform the litter tax.

**HB2030 Environmental Justice Task Force; report.** Mrs. Hynes noted that **HB2030** establishes an Environmental Justice Task Force that will report directly to the General Assembly, beginning in 2027 and then annually thereafter. The task force would consist of appointees from the Department of Conservation and Recreation, Emergency Management, Energy, Housing and Community Development, Health, Transportation, The State Corporation Commission, and the Virginia Economic Development Partnership.

**HJ446 Zero Waste Awareness Week; designating as the first full week of Sept. 2025 & each succeeding year.** Mrs. Hynes announced that **HJ446** designates the first week in September as Zero Waste Awareness Week. This is an excellent opportunity to raise awareness about waste and how to reduce it.

**HJ447 Virginia Commission to End Hunger; statewide food desert mapping tool; report.** Mrs. Hynes reported that **HJ447** requires the Virginia Commission to End Hunger to establish a statewide food desert mapping tool. This bill addresses food scraps and waste, aligning with CVWMA's strategic planning goals. She noted that regionally, there have been many discussions regarding food desert locations, food donation sites, and people's overall need for food access.

**HB1577 Centralized local government reporting system; unfunded mandates on localities.** Mrs. Hynes reported that **HB1577** will centralize the local government reporting system. This bill will also create and direct an unfunded mandate review task force to review all state unfunded mandates. Mrs. Hynes noted that the recycling mandate and mandates for local solid waste planning are unfunded mandates imposed by the state.

Mr. J. Mitchell (M-Henrico), Treasurer, asked if the bill would include the recycling rate. Mrs. Hynes confirmed that it does include the recycling rate mandate considering the state does not assist the localities in meeting said mandates.

Mrs. Hynes reiterated this year's short session and assured the board that if anything of importance arises between now and the next board meeting, she will contact the board directly to confer if there's a need to reach out to legislators. Mrs. Hynes asked Ms. J. Stewart, Director (M-New Kent) to share her insight. Ms. J. Stewart, Director (M-New Kent) stated that she expects the bills that were vetoed last year to be vetoed again this year.

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

Mr. R. Nolan, Director of Operations, updated the board on operations. He provided an overview of collection challenges within the last two weeks because of the weather. He reported as of today that the backlog is now caught up.

Mr. Nolan reminded the board that we are six months into Fiscal Year 2025. He reported that the Residential Recycling tonnage for December 2024 was 2,295 tons compared to 2,160 tons in December 2023, and this year's

total recycling tonnage collected has increased to 13,150 tons compared to 12,995 tons for the same period last year. He stated that the current report does not include Chesterfield's recycling tonnage, which will be added to the updated report before the next board meeting.

Mr. Nolan reminded the Board of the annual recycling rate report for 2024, which is due to the Department of Environmental Quality by April 30th. The staff has already started soliciting requests for data from recycling processors. Every CVWMA Contractor is required to report through the respective contracts. Mr. Nolan explained that the report requires additional data outside of our purview, and asked the Board for contact information on any manufacturing operations or recycling operations outside of the Authority's usual network that can provide data on the material they're recycling, to please send to him.

Mr. Nolan shared upcoming events. On Saturday, January 18<sup>th</sup>. The City of Richmond will host its annual "Bring One for the Chipper" event at Robin Hood Road where residents can bring their Christmas tree for grinding. This event will also provide electronics recycling, paper shredding, and mattress recycling. Mr. Nolan noted that the household hazardous waste (HHW) collection was canceled for this event.

Mr. Nolan reported on the recycling and commodity markets for January 2025; cardboard has decreased to \$80 per ton, down \$10 per ton; mixed paper is \$45 per ton, down \$10 per ton; and newsprint is \$65 per ton, down \$5 per ton. The market price for steel decreased to \$165 per ton from \$170 per ton in December 2024.

Mr. Nolan reminded the board that the January TAC meeting was rescheduled to yesterday January 16th. The group discussed the development of an RFP for food scrap collection and composting from area convenience centers. He explained that the RFP will provide compost collection containers at convenience centers and other public locations. This will be CVWMA's first composting food waste composting program. This RFP will not include curbside collection. The TAC is wrapping up their internal waste survey and discussed the implementation of a larger scope waste characterization of the entire region. The next TAC meeting will be held on February 6<sup>th</sup>, and he reminded the Board the monthly program statistics are available online and copies are provided at the meeting.

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

Mrs. Julie Buchanan, the Public Relations Coordinator, highlighted the holiday messaging from December. She reported that the holiday-themed messaging in the e-newsletter, on social media posts, during education and outreach programs, and the traditional media outlets were very successful. She noted that CVWMA shared holiday recycling tips and Christmas tree recycling locations on our website and via social media posts. In December CVWMA featured "The 12 Days of Waste Less" on social media pages. The goal of "12 Days of Waste Less" was to give some different ideas on how to be a wiser gift-giver. The 12 posts outlined items that you shouldn't give (like compost) and items you should give such as food, e-gift cards, tools, reusable straws, etc. Mrs. Buchanan shared photos of the three most popular holiday posts: 1. "Know Your No's" a popular educational tool that outlines the things we should never recycle at the curb or drop-off sites, 2. Holiday tree recycling, and 3. Holiday recycling tips. Combined all three posts received about 47,000 views and were shared around 200 times.

In early December Mrs. Buchanan appeared on NBC News Channel 12 "About Town" segment where she discussed the "Bucks for Boxes" challenge that encourages customers to recycle cardboard boxes correctly and rewards them for doing so. She provided an update on the "Bucks for Boxes" contest winners. So far, we have rewarded a good cross-section of winners throughout the region, and we are actively seeking new winners from the localities that are missing from the list. Originally the contest was supposed to end on January 10<sup>th</sup>; however, due to unforeseen delays, we have decided to continue the contest through late January giving us more time to look for winners from our missing localities. Mrs. Buchanan stated that the contest has been so much fun, and

she enjoyed the reactions from the various winners, they were so surprised to receive a \$100 reward along with a Buck for Boxes Winner yard sign.

Ms. J. Stewart, Director (M-New Kent) asked Mrs. Buchanan to confirm if New Kent County residents were excluded from the list because they were not flattening their boxes correctly. Mrs. Buchanan explained that when she visited the New Kent County drop-off center, people were discarding trash instead of recycling on that day, however, she will be returning to New Kent County in the next few days, and she hopes to find a winner when she returns.

Lastly, Mrs. Buchanan reported on in-person education and outreach events for November through February. In November, she and Ms. Davis visited La Petite Academy in Henrico for story time and crafts. In December they were both invited to participate in the Colonial Heights Christmas Tree Illumination Event. Mrs. Buchanan reported on upcoming events: Per Mr. Nolan's Report, tomorrow The City of Richmond will be hosting two events "Bring One For the Chipper", and on Sunday the Repair Café' RVA a new group with roots in the "repair café concept" is holding their first event with volunteers on hand to help the public repair jewelry, furniture, textiles, toys, books, etc. instead of throwing them away. Mrs. Buchanan hopes to have an opportunity to schedule a presentation from the Repair Cafe RVA group for an upcoming board meeting. In February, Mrs. Buchanan will attend the Virginia Association for Environmental Education Conference in Roanoke and a Cub Scouts educational program in Henrico County.

Chairman Jones thanked Mrs. Buchanan for all her efforts.

#### **Item No. 9: Financial Reports for December 2024**

Mrs. Hynes delivered the financial report for December, noting the departure of Mr. Adam George, Accounting and Financial Manager. She informed the board that recruitment for the Accounting and Financial Manager position will begin shortly. In the interim, Mrs. Hynes has re-hired long-time employee Mrs. Barbara Hegamyer as the part-time Accounting Technician, to assist with the workflow. December marks the halfway point of the fiscal year, and financial activity is consistent with anticipated levels of service and budget. She informed the board that in December CVWMA incurs approximately \$65,000 to print and mail the collection schedule to over 200,000 residents. Mrs. Hynes provided a brief overview of CVWMA's staffing goals, reminding the board that in addition to the hiring of a Financial Manager, CVWMA will also hire a Recycling Coordinator in the new year.

Mrs. Hynes noted that the City of Richmond has a couple of Accounts Receivable accounts that are more than 60 days past due, and the staff is working with Richmond to resolve the matter. She opened the floor for questions. Hearing none, Chairman Jones asked for a motion to approve the Financial Reports for December 2024 as submitted. A motion was made by the past chair Mr. R. Dunn (M-Chesterfield) and seconded by Mr. J. Mitchell, Treasurer (M-Henrico), and the Financial Reports for December 2024 are approved and filed as submitted.

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

Mrs. Hynes reported on grant application submissions to the EPA and USDA. She mentioned the USDA grant submitted in September for composting was not approved. She stated that adjustments were made to include organic waste in our grant request and those funds would have been used to fund a feasibility study on organics and identify regional gaps and opportunities. Mrs. Hynes reported on the EPA's announcement of another round of education & outreach and infrastructure grant opportunities. CVWMA was planning to apply for the education and outreach grant again but learned that EPA would only award one recipient 39 million dollars for a national education and outreach campaign, which CVWMA wouldn't have qualified.



Mrs. Hynes informed the board that CVWMA submitted a grant application for the SWIFR (Solid Waste Infrastructure for Recycling) through EPA, due December 20<sup>th</sup>. The staff worked closely with our consulting firm to draft the application, which includes a waste characterization study and regional evaluation of waste, what is being recycled, where waste is going, how much food/organic waste is being landfilled, and identify gaps and opportunities. The application also includes the implementation of a food waste and organics composting program in the region.

Mrs. Hynes announced staff met with a new organization GreenScanr. GreenScanr provides services during local events, at amusement parks, and throughout college and university campuses. They have a kiosk where people can scan whatever material they plan to throw away, and it will inform them of the correct bin to utilize. The scanner will also provide the carbon footprint of the material and how much is saved by recycling it in the right place. GreenScanr has an app for residents to download at home to earn points for discounts at restaurants etc. GreenScanr works closely with the Dominion Energy Innovation Center in Ashland, and they've invited the CVWMA to the Dominion Energy Innovation Center in Ashland to host our February board meeting. Mrs. Hynes mentioned that after the regularly scheduled board meeting, GreenScanr will provide a showcase and presentation on their innovative technology.

Mrs. Hynes reminded the board to complete the annual conflict of interest/financial disclosure forms and send them to their local clerk's office with a copy to CVWMA. She noted that each member is appointed by their locality and is required to submit a financial disclosure form to the clerk to the board of supervisors or city council yearly. Mrs. Hynes stated that the Financial Disclosure forms are a requirement by our auditors, so each board member must have one on file. She noted that there are hard copies available if needed. The forms are due by February 1st.

Lastly, Mrs. Hynes announced that December 20, 2025, is CVWMA's 35<sup>th</sup> anniversary and we're looking forward to touting our accomplishments. The Anniversary Committee has begun planning ways to celebrate, and if anyone else is interested she welcomes everyone to share their thoughts and ideas. Please see Mrs. Hynes or Chairman Jones to sign-up.

## **OLD/NEW BUSINESS**

Chairman Jones stated that he appreciates the time and effort it takes to come here for meetings. He understands that some people come from far away, but we do need to focus on attendance for 2025 because we need everyone here. Also, if you have a meeting space in your area, we can come to you and have our meetings in your facility. Please keep in mind that the space should accommodate all of us. Chairman Jones concluded with an apology on behalf of Richmond for the water outage.

Ms. J. Stewart, Director (M-New Kent) thanked the staff for working with New Kent County on the snow delays. She did not receive a single resident complaint. She noted that the Director of General Services thought New Kent might have to close the convenience sites, and that he would get a lot of calls, but he did not. She is very appreciative of all of the staff's hard work and diligence involved with staying on top of that.

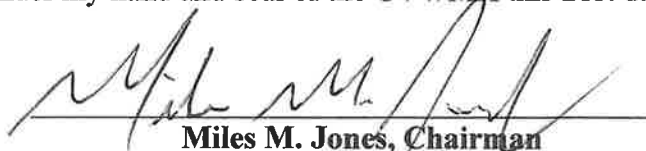
## **ADJOURNMENT**

With no further business to come before the Board, Chairman Jones opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at 9:46 a.m. The motion was made by the past chair Mr. R. Dunn (M-Chesterfield) and seconded by Mr. J. Mitchell, Treasurer (M-Henrico), and carried that the January 17, 2025, Board of Directors' meeting to be adjourned.



**CERTIFICATE**

I, Miles M. Jones, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the January 17, 2025, regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held on February 21, 2025, at 9:00 a.m. Given under my hand and seal of the CVWMA this 21st day of February 2025.



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**Miles M. Jones, Chairman**