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**RSWA BOARD OF DIRECTORS**  
**Minutes of Regular Meeting**  
**May 28, 2024**

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 28, 2024, at 2:00 p.m. at Rivanna Administration Building (2<sup>nd</sup> Floor Conference Room), 695 Moores Creek Lane, Charlottesville, VA 22902.

**Board Members Present:** Mike Gaffney, Jeff Richardson, Sam Sanders, Brian Pinkston, Jim Andrews, Lance Stewart, Steven Hicks.

**Board Members Absent:** none.

**Rivanna Staff Present:** Bill Mawyer, Phil McKalips, Lonnie Wood, Betsy Nemeth, Deborah Anama, Jacob Woodson.

**Attorney(s) Present:** Valerie Long.

**1. CALL TO ORDER**

Mr. Gaffney convened the May 28, 2024 regular meeting of the Board of Directors of the Rivanna Solid Waste Authority at 2:02 p.m.

**2. AGENDA APPROVAL**

Mr. Andrews stated that Item 5, Recognitions, would be removed and the agenda amended.

**Mr. Andrews moved to approve the agenda as amended. The motion was seconded by Mr. Pinkston and passed unanimously (7-0).**

Mr. Gaffney stated that they had moved Item 5 due to Mr. Gary O'Connell being recognized in 2010 after retiring as City Manager. He stated that Mr. O'Connell was honored for his service on the Rivanna Solid Waste Authority at that time.

**3. MINUTES OF PREVIOUS BOARD MEETING ON MARCH 26, 2024**

**Mr. Andrews moved to approve the minutes of the March 26, 2024 meeting. The motion was seconded by Mr. Pinkston and passed unanimously (7-0).**

**4. ELECTION OF CHAIR, VICE CHAIR, & SECRETARY-TREASURER**

Mr. Gaffney stated that he was currently serving as Chair, Mr. Richardson was serving as Vice Chair, and Mr. Sanders was the Secretary-Treasurer.

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Mr. Mawyer stated that it had been a traditional practice for the Vice Chair and the Secretary-Treasurer to alternate their positions every two-year term.

**Mr. Pinkston moved to reelect Mr. Gaffney as Chair and to elect Mr. Richardson as the Secretary-Treasurer and Mr. Sanders as the Vice Chair. The motion was seconded by Mr. Andrews and passed unanimously (7-0).**

#### **5. RECOGNITIONS**

There were none.

#### **6. EXECUTIVE DIRECTOR'S REPORT**

Mr. Mawyer stated that the increase in materials delivered to the Ivy Materials Utilization Center had grown by approximately 12% this year compared to last year, averaging over 200 tons per day. He stated this news was positive. He stated that the Central Virginia Waste Management Authority had organized a group of solid waste authorities in central Virginia and invited them to participate in networking meetings. He stated that they had attended two meetings with the group.

Mr. Mawyer stated that Mr. McKalips had visited Southeastern Public Service Authority facilities in the Virginia Beach and Suffolk areas, which handles thousands of tons per day. He stated that he appreciated Kim Hynes, Executive Director of CVWMA, organizing this opportunity, similar to how he had organized the Central Virginia Water and Sewer Utility networking group.

Mr. Mawyer stated that the Ivy facilities would be closed on June 8 - 10, Saturday-Monday, and reopened on Tuesday, June 11, to complete a scale replacement project. The closure was for two days during their normal operating days. He praised Ms. Nemeth and Ms. Anama for effectively advertising this closure on multiple media sites.

Mr. Mawyer stated that extensive outreach and communication were conducted with New Green Baptist Church, NBC 29, Cub Scouts, and two groups from Woodbrook Elementary to tour the Ivy facility. He stated that IMUC staff have re-adopted a section of Dick Woods Road for roadside cleanup, which was part of the VDOT program. He stated that the road had previously been adopted but had fallen out of adoption. He stated that they formally re-adopted it, taking care of Dick Woods Road between the IMUC and I-64 interchange.

Mr. Mawyer stated that they successfully held electronic waste and special collection days in the last couple of months. He stated that electronic waste, tires, appliances, and other items were collected during these events. He stated that 362 people visited the e-waste event; 834 customers attended the household hazardous waste two-day event; 160 customers delivered over 24,000 pounds of furniture and mattresses; and appliances and tires were collected for two days, but the quantities were not yet available.

Mr. Mawyer stated that the City and County government shared those expenses, but they were free to customers who visited the events. He stated that it started as an amnesty program in the around

86 1998. He stated it has been almost 30 years since its inception and they still received a lot of  
87 products. He stated that they renewed the contract with BFI for transporting municipal waste from  
88 the transfer station, which would cost approximately \$3.5 million for the year.

89

90 Mr. Mawyer stated that they completed the repaving of the asbestos disposal area. He stated that in  
91 the 1990s, this was an area where asbestos products were buried, and the remediation plan involved  
92 paving over it. He stated that this was done in the year 2000 and required recent repaving. He stated  
93 that it cost around \$250,000 to complete the repaving, and a fabric was placed under the paving to  
94 minimize the reflection of cracks from the old paving thru the new paving.

95

## 96 **7. ITEMS FROM THE PUBLIC**

97 There were none.

98

## 99 **8. RESPONSES TO PUBLIC COMMENT**

100 There were no items from the public, therefore, there was no response.

101

## 102 **9. CONSENT AGENDA**

103 *a. Staff Report on Finance*

104 *b. Staff Report on Ivy Material Utilization Center/Recycling Operations Update*

105 *c. Staff Report on Administration and Communications*

106 *d. Approval of Fiscal Year 2024-2025 Pay Scale Adjustment*

107 *e. Approval of Personnel Management Plan Update*

108 *f. Approval of Contract for Vegetative Waste Grinding and Disposal – 3 Brothers Land*  
109 *Solutions, Inc. (DBA Hurst Landworks)*

110 *g. Approval of Contract for Electronic, Household Hazardous, and Very Small Quantity*  
111 *Generator Waste Special Collection Events – MXI Environmental*

112 **Mr. Andrews moved to adopt the consent agenda. The motion was seconded by Mr. Pinkston**  
113 **and passed unanimously (7-0).**

114

## 115 **10. OTHER BUSINESS**

116 *a. Presentation, Public Hearing, and Vote to Consider Approval of the Resolution to Adopt the*  
117 *FY 2024- 2025 Rate Schedule, and Approval of the FY 2024 – 2025 Budget*

118 Phil McKalips, Director of Solid Waste, stated that at the last meeting, they discussed the rate  
119 schedule and budget resolution. He stated that this year's budget was \$9.8 million, with expenses  
120 totaling \$1.88 million more than FY24. He stated that they expected revenues to increase by \$1.22  
121 million from last year, resulting in a net increase of \$0.66 million. He stated that the allocation  
122 breakdown was \$3.4 million for the County and \$0.73 million for the City.

123

124 Mr. McKalips stated that this also includes an \$80,000 allocation from UVA. He stated that the  
125 budget included the Ivy transfer, which accounted for over 50% of the costs. He stated that

126 recycling and environmental cost centers, which include allocation from the City, account for  
127 approximately 25% of the budget.

128

129 Mr. McKalips stated that the 5-year CIP was developed this year to provide a better plan for capital  
130 expenditures. He stated that they planned to replace the scale house facility in FY25. He stated that  
131 there was some leachate line repair work scheduled for this coming year, and they had design work  
132 for the Northern Convenience Center. He stated that other activities will take place in future fiscal  
133 years.

134

135 Mr. McKalips stated that the budget was equipment-focused. He stated that this year, they needed to  
136 replace a front-end loader from 1996, and this was one of the major expenses. He stated that a  
137 mower was also on the list. He stated that in each cost center, there was allocated equipment used  
138 across different cost centers. He stated that on a separate table in the budget, one would see a  
139 breakdown of how those costs were distributed and then brought back into each individual cost  
140 center.

141

142 Mr. McKalips stated that for FY 25, they plan to start construction of the baling facility in late  
143 summer. He stated that they will then move on to designing the Northern Convenience Center. He  
144 stated that the County's budget had a year lag between design in FY 2025 and construction in FY  
145 2027. He stated that additional office space and training room were needed with the addition of a  
146 new recycling assistant manager and other staffing increases. He stated that they were looking to do  
147 an upfit of the administration building at Ivy, constructing the office space and training room inside  
148 the current main garage bay.

149

150 Mr. McKalips stated that they will continue to explore options for the large clean fill program. He  
151 stated that they had about another quarter million yards of available space. He stated that based on  
152 the contractor's projections, this would last them into the summer of next year. He stated that there  
153 are large UVA projects coming up that require 150,000 cubic yards of material to be placed.

154

155 Mr. McKalips stated that strategic investments included building and equipment depreciation. He  
156 stated that the goal was to avoid requesting significant singular cost allocations for replacement  
157 projects from the City or County, so they were increasing depreciation funding to accumulate  
158 resources for those projects. He stated there were 1.5 additional positions proposed: a recycling  
159 assistant manager, and they planned to combine the other half of a full-time position to fully staff  
160 the Ivy Convenience Center. He stated that they had a 3% cost of living adjustment (COLA), a 2%  
161 merit increase, and for the Authority to cover increasing health insurance costs. He stated that the  
162 primary factors driving the budget were MSW transfer and vegetation grinding.

163

164 Mr. McKalips stated that the organizational chart showed the new positions for this year. He stated  
165 that the Water and Sewer Authority chart showed that they supported a new Outreach and  
166 Communication Coordinator position, as well as a Deputy Executive Director position, as part of  
167 the joint administrative staff of the two Authorities. He stated that the proposed tipping fees for  
168 vegetation and yard waste increased from \$50 to \$54, and construction, demolition debris, and  
169 domestic waste increased from \$54 to \$58.

170

171 Mr. McKalips stated that no other changes were planned for this year. He stated that they had  
172 reached 100% design and were working on County permitting and stormwater permitting for the  
173 new baling facility. He stated that this facility would be located to the north of the site entrance. He  
174 stated that solar cells were expected to begin construction sometime this summer.

175

176 Mr. McKalips stated that the total budget, including expenses, amounted to \$9.8 million, with  
177 revenues of \$5.6 million, resulting in a net expense of \$4.2 million. He stated that the County's  
178 portion was \$3.4 million, while the City's share was \$0.73 million and \$80,000 for UVA.

179

180 Mr. Gaffney opened the public hearing.

181

182 There was no one signed up to speak or wishing to speak in person, so the public hearing was  
183 closed.

184

185 **Mr. Pinkston moved to adopt the FY 2024-2025 rate schedule and approve the FY 2024-2025**  
186 **budget. The motion was seconded by Mr. Andrews and passed unanimously (7-0).**

187

188 *b. Presentation: Recycling Update*

189 Mr. McKalips stated that he wanted to provide a summary of their recycling program. He stated it  
190 was a joint project between the City and County. He stated that they collected materials from  
191 various locations, including the Southern Convenience Center, McIntire Recycling Center, and Ivy,  
192 with plans to include the Northern Convenience Center in the future.

193

194 Mr. McKalips stated that they accepted a variety of recyclable items, such as fiber (corrugated  
195 cardboard, mixed paper, office paper, and newsprint), number two and number four flexible plastic  
196 films, number two and one plastic containers, glass containers (bottles, cans, and jars; excluding  
197 mirror or Pyrex-type high-temperature glass), aluminum beverage cans, mixed metals, compostable  
198 food waste at McIntire and Ivy but not at the Southern Convenience Center due to concerns about  
199 bears, and oyster shells to support the oyster shell recycling program in Virginia.

200

201 Mr. McKalips stated that they had a stable distribution network for sending all the collected items.  
202 He stated that all their materials were initially sent back to the paper sorting area where they were  
203 baled, which allowed for more cost-effective shipping and made it easier and preferred by  
204 customers to receive and manage at their sites. He stated that these provided them with some  
205 competitive advantages either through pricing or during market downturns when customers tried to  
206 hold back supply. He stated that they generally accepted our materials during those periods.

207

208 Mr. McKalips stated that all cardboard or fiber products were sent to a mill located in the southern  
209 part of Richmond, near Altria. He stated that these materials were turned into paper products used  
210 for making Enfamil containers or Pringles tubes. He stated that they collected plastic films, and  
211 these were all sent to Trex in Winchester. He stated that the collection process lasted for about a  
212 year until one tractor-trailer was filled up, which they transported once a year.

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Mr. McKalips stated that all their one and two plastic containers went to Sunoco in Madison Heights, where they were shipped down to a sorting facility in Raleigh, North Carolina. He stated that the reason for the additional step was that our material still had too much contamination to sell directly to end users. He stated that they had tried various strategies to address this issue, but so far, it remained unresolved.

Mr. McKalips stated that Trex create the decking by grinding up plastic films, mixing them with wood chips, and then extruding the mixture into decking material. He stated that our glass leaves the state, as a contractor from Strategic Materials picks it up at Ivy and transports it to Wilson, North Carolina, where there is a large sorting facility. He stated that the facility can separate all the colors of glass. He stated that the glass typically goes back to either bottle foundries to make new bottles or sold to the fiberglass industry.

Mr. McKalips stated that mixed metals and aluminum beverage cans are another story. He stated that they have always collected aluminum beverage cans separately because they can go directly back into making new aluminum beverage cans. He stated that if they keep them clean, it was their high-dollar recycled material. He stated that all other mixed metals go to a shredder and are sorted in bulk using various technologies before being sent to steel mills and users across the country.

Mr. McKalips stated that their food waste from MRC goes to Panorama Paydirt in Earlysville, while from Ivy it goes to Black Bear. He stated that the food waste contract was just renewed and would start July 1 with a company called NOPE. He stated that NOPE will take all of our food waste to Panaroma starting July 1. He stated that oyster shells were seeded and returned to the Chesapeake Bay.

Mr. McKalips stated that they will need to do some rehabilitation work on the paper sort facility when they open the baling facility. He stated that recycling as a whole had seen slightly lower pricing recently, similar to last year. He stated that this was mainly due to fuel pricing and labor market costs. He stated that as direct suppliers, they were not significantly affected by finding outlets for their materials. He stated that they do not participate in the spot market or deliver loads separately, which may result in some daily revenue loss but prevents accumulation of materials in parking lots.

Mr. McKalips stated that they anticipated no significant changes in the recycling landscape soon. He stated that nationally, there was a shift in focus from recycling to organics as both the City and County had sustainability goals. He stated that composting organic materials was where the focus was starting to move towards as a set of new recycling opportunities.

Mr. McKalips stated they were doing well, and they had pretty stable quantities of materials. He stated that they have seen growth each year, especially at McIntire. He stated that the Southern Convenience Center had been open for almost a year, and it was growing. He stated that they expected to have the Northern Convenience Center operating by 2028.

257 Mr. McKalips stated that the customer counts at McIntire gave an idea of the growth in recycling  
258 customers, especially during COVID, but that trend seems to be continuing. He stated that McIntire  
259 was the largest driver in tonnage. He stated that they had been up during COVID, possibly due to  
260 increased shipping, but they have come back a bit, and they were on track this year to match what  
261 they did last year.

262  
263 Mr. McKalips stated that County Waste bought the old Van der Linde facility, and they in turn were  
264 bought by GFL. He stated that Republic was still in the local market but had closed their transfer  
265 station in Zions Crossroad. He stated that this makes GFL the big player in town. He stated that they  
266 are starting to see new haulers come in to the local market. He stated that there was Neighborhood  
267 Disposal, JC Disposal running MSW pickup trucks or collection trucks, and then a bunch of new  
268 smaller roll-off carriers. He stated that he found it intriguing how consolidation occurred but also  
269 fostered smaller companies to re-enter the market.

270  
271 Mr. Hicks asked, when it comes to food composting, if a locality should undertake this as an  
272 initiative as it grows in popularity. He stated that they had a proposal to consider that as part of the  
273 FY25 budget. He asked what the Authority would do to help in that area.

274  
275 Mr. McKalips stated that there were a few things to address. He stated that they must determine  
276 where to take the material after everyone contributes it. He stated that they have taken their  
277 biosolids all the way to Waverly, but that was quite a distance. He stated that Panorama began  
278 accepting compostable food waste about a year and a half to two years ago and received their  
279 permit. He stated he was uncertain if Panorama could manage incorporating the City compared to  
280 what they were doing now.

281  
282 Mr. McKalips stated they completed the Coker Report in 2019, which estimated the amount of  
283 compostable food waste the City could generate and considered setting up a composting facility at  
284 Ivy. He stated that they ran some numbers, so there was a possibility to share those in the report if  
285 desired. He stated that the report would need updating as it was now five years old but believed it  
286 was well done and thorough. He stated that this information would provide an understanding of  
287 quantities and potential rollout locations for the program.

288  
289 Mr. Pinkston asked about Black Bear.

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291 Mr. McKalips stated that Black Bear had a suitable model for expanding his business locally. He  
292 stated that Natural Organic Processes (NOPE) in Richmond secured the contract; however, they  
293 were striving to generate business. He stated that Black Bear possessed the UVA contract, which  
294 offered some resilience and economic volume for his enterprise. He stated that it was unclear if  
295 Black Bear could fulfill the City's demand with his present capacity. He stated that his facility was  
296 situated in Crimora near Shenandoah Valley, close to Weyer's Cave.

297  
298 Mr. Mawyer stated that they had a previous contract with Black Bear and UVA. He stated that  
299 Black Bear used to pick up UVA's product and take it to Ivy where it was weighed. He stated that  
300 UVA paid Rivanna for this service. He stated that they included any additional food waste from Ivy

301 or McIntire to the load, and then Black Bear transported everything to Crimora. He stated that after  
302 a few years, UVA decided to work directly with Black Bear instead. He stated that as a result, they  
303 no longer had that same setup. He stated that this topic was discussed in the Ivy Master Plan. He  
304 stated that in considering how to improve the system in the future, it would be beneficial to review  
305 their past experiences over the last few years.

306  
307 Mr. Hicks asked if the report stated if it would be highly subsidized.

308  
309 Mr. McKalips stated that models for financing such things as tipping fees were discussed. He stated  
310 that the report also delved into the economics of it.

311  
312 Mr. Mawyer stated that there was a limited demand for buying or selling compost.

313  
314 Mr. McKalips stated that the main concern regarding composting was not whether it could be done  
315 or its volume managed, but rather how to dispose of it efficiently. He stated that the biosolids were  
316 sent to McGill in Waverly, and it was probable that there were more individuals attempting to sell  
317 compost than searching for new income sources.

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319 ***11. OTHER ITEMS FROM BOARD/STAFF NOT ON THE AGENDA***

320 There were none.

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322 ***12. CLOSED MEETING***

323 There was none.

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325 ***13. ADJOURNMENT***

326  
327 **At 2:38 p.m., Mr. Pinkston moved to adjourn the meeting of the Rivanna Solid Waste**  
328 **Authority. Mr. Andrews seconded the motion, which passed unanimously (7-0).**

329  
330 Respectfully submitted,

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**Mr. Jeff Richardson**  
**Secretary - Treasurer**

