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2 **RSWA BOARD OF DIRECTORS**
3 **Minutes of Regular Meeting**
4 **July 25, 2023**
5

6 A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held
7 on Tuesday, July 25, 2023, at 2:00 p.m. in the 2nd floor conference room, Administration
8 Building, 695 Moores Creek Lane, Charlottesville, Virginia.
9

10 **Board Members Present:** Mike Gaffney, Jeff Richardson, Jim Andrews, Brian Pinkston, Stacey
11 Smalls, Lance Stewart, Michael Rogers (arrived at approximately 3:00 p.m.).
12

13 **Board Members Absent:** None.
14

15 **Rivanna Staff Present:** Bill Mawyer, Lonnie Wood, Deborah Anama, Betsy Nemeth, David
16 Tungate, John Hull, Phil McKalips, Jennifer Whitaker.
17

18 **Attorney(s) Present:** Valerie Long.
19

20 **1. CALL TO ORDER**

21 Mr. Gaffney convened the July 25, 2023 regular meeting of the Board of Directors of the Rivanna
22 Solid Waste Authority at 2:00 p.m.
23

24 **2. AGENDA APPROVAL**

25 **Mr. Andrews moved to approve the agenda as amended to move item 4 – Recognition- to the**
26 **end of the meeting. Mr. Richardson seconded the motion, which passed unanimously (6-0).**
27 **(Mr. Rogers was absent.)**
28

29 **3. MINUTES OF PREVIOUS BOARD MEETING**

- 30 a. *Minutes of the Regular Board Meeting on May 23, 2023*
31 b. *Minutes of the Special Board Meeting on June 22, 2023*
32

33 **Mr. Pinkston moved to approve Minutes of the May 23, 2023 Board meeting. Mr. Stewart**
34 **seconded the motion, which passed unanimously (6-0). (Mr. Rogers was absent.)**
35

36 **Mr. Andrews moved to approve Minutes of the June 22, 2023 Board meeting. Mr. Stewart**
37 **seconded the motion, which passed (5-0). (Mr. Pinkston abstained from the vote, and Mr.**
38 **Rogers was absent.)**
39

40 **4. RECOGNITION**(presented at end of meeting)

- 41 a. *Resolution of Appreciation for Mr. Michael Rogers*
42

43 **5. EXECUTIVE DIRECTOR'S REPORT**

44 Mr. Mawyer stated that the grand opening of the Southern Albemarle Convenience Center was on
45 June 22, 2023 despite the rain, and he wanted to thank Deborah Anama and the Solid Waste team
46 for putting that event together with tents and all sorts of nice things for the crowd that attended. He
47 stated that it was an opportunity for area residents to tour the facility. Chairman Gaffney opened the

48 ceremony and offered remarks. Comments were also offered by the Chair of the Albemarle Board
49 of Supervisors, Ms. Donna Price, Mr. Ed Brooks, the Yancey School Community Center Program
50 Coordinator, the RSWA Executive Director, Mr. Bill Mawyer, who thanked Mr. Phil McKalips,
51 Director of Solid Waste for helping manage the project along with Ms. Jennifer Whitaker, Director
52 of Engineering & Maintenance, and her staff for getting the project completed and ready for the
53 grand opening.

54
55 Mr. Mawyer stated that it was a great opening for the facility, as it had been receiving 50 to 60
56 vehicles per day that seemed to be increasing. He stated that the facility looked terrific, and
57 everyone was so pleased that it spring-boarded into a discussion last week about a northern
58 Albemarle convenience center. He stated that they were discussing the topic with Mr. Stewart and
59 planning for a facility in the northern part of the County.

60
61 Mr. Mawyer stated that they completed the spring 2023 refuse special collection days in April and
62 May. He stated over 340 vehicles brought e-waste and over 800 customers brought household
63 hazardous waste products. He stated that they accepted over 29,000 pounds of furniture and
64 mattresses and over 21,000 pounds of appliances, and over 175 customers brought tires. He stated
65 that it was a successful event, and they appreciated the County and City sponsoring it for the
66 residents of the community. He stated that they scheduled the fall 2023 refuse special collection
67 days for September and October, and the dates would be posted on the Rivanna webpage for
68 residents to plan their next trip to Ivy.

69
70 Mr. Mawyer stated that the graph on the slide showed the usage of the transfer station, with the red
71 line at the top indicating the 2023 usage. He stated that every year the tonnage was increasing at the
72 Ivy Transfer Station. He stated that in 2018, they were taking in about 40 tons per day and built the
73 transfer station with the goal of reaching 90 tons per day, but recently had been receiving over 200
74 tons per day. He stated that they had far exceeded the goal of increasing refuse disposal through the
75 Ivy Transfer Station and thanked the County for sponsoring that facility.

76
77 Mr. Mawyer stated that similarly, they did a count at the McIntire Recycling Center and found they
78 had over 3,100 customers in one week at the facility, which was a 10% increase from 2021. He
79 stated that at the Ivy Convenience Center, they had 530 customers in one week, or an 8% increase
80 from 2021. He stated that refuse disposal and recycling were on the rise in the community, and they
81 were receiving about 20% more refuse this year than last year, so they were growing.

82
83 Mr. Mawyer thanked Mr. Phil McKalips, Mr. David Rhodes, Mr. Russ Blankenstein, and the Solid
84 Waste transfer and recycling staff for doing a great job managing these facilities. He stated that as a
85 teenager, he would bring trash to the Ivy “dump” 50 years ago, and it was nowhere as nice as the
86 facility they had now. He stated that it was now a modern, sanitary landfill, and the staff did a great
87 job. He stated that the facility was much improved, and they were moving a huge amount of refuse
88 and recycling through the station.

89
90 Mr. Gaffney stated that the Southern Albemarle Convenience Center grand opening event was well
91 attended. He thanked the County for sponsoring the facility and the staff for doing a great job
92 designing, construction and organizing the grand opening. He noted that the tents kept everyone
93 dry during the rain.

94
95 **6. ITEMS FROM THE PUBLIC**
96 *Matters Not Listed for Public Hearing on the Agenda*

97

98 There were no speakers.

99

100 **7. RESPONSES TO PUBLIC COMMENTS**

101 There were no speakers, so there were no responses.

102

103 **8. CONSENT AGENDA**

104 *a. Staff Report on Finance*

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

106 *c. Approval of Resolution to Adopt the 2023 TJPDC Regional Natural Hazard Mitigation Plan*

107

108 **Mr. Pinkston moved that the Board approve the Consent Agenda as presented. The motion**
109 **was seconded by Mr. Andrews and passed unanimously (6-0). (Mr. Rogers was absent.)**

110

111 **9. OTHER BUSINESS**

112

113 *(recess RSWA in a JOINT SESSION with the RWSA)*

114

115 **At 2:11 p.m., Mr. Andrews moved to recess the meeting of the Rivanna Solid Waste Authority**
116 **Board. Mr. Pinkston seconded the motion, which passed unanimously (6-0). (Mr. Rogers was**
117 **absent.)**

118

119 **At 2:51 p.m., Mr. Pinkston moved to reconvene the Rivanna Solid Waste Authority Board.**
120 **Mr. Smalls seconded the motion, which passed unanimously (6-0). (Mr. Richardson was**
121 **absent.)**

122

123 *a. Presentation: Strategic Plan Update*

124 *Deborah Anama, Executive Assistant*

125 Ms. Anama stated that the Vision of the Strategic Plan was to serve the community as a recognized
126 leader in environmental stewardship by providing exceptional water and solid waste services. She
127 stated that the priorities identified by the Strategic Plan were Communication and Collaboration,
128 Environmental Stewardship, Workforce Development, Optimization and Resiliency, and Planning
129 and Infrastructure.

130

131 She stated that the Communication and Collaboration priority was to elevate awareness of the
132 Authorities' impact and value through proactive communication, effective partnerships, and
133 community involvement.

134

135 Ms. Anama stated that Rivanna Authorities participated in Fix A Leak outreach events with the City
136 and the ACSA. Staff have been conducting student tours of water, wastewater, and recycling
137 facilities. Rivanna Authorities have increased their presence on social media. Community
138 involvement efforts included the electronic newsletter to solid waste customers, timely press
139 releases, and the recent grand opening of the Southern Albemarle Convenience Center.

140

141 Ms. Anama stated that communication initiatives included a focus to increase brand identity.
142 Community awareness of the Authorities included sponsoring Tom Sox baseball with a banner at
143 baseball events. She stated that they also established an email signature for staff which included the
144 Authorities' logo, mission statement, and Rivanna website. She stated that internal teambuilding
145 events had participation from all the departments.

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146
147 Ms. Anama stated that the Environmental Stewardship priority was to demonstrate and promote
148 best practices in sustainability, resources conservation, and environmental education. She stated that
149 a “no mow” initiative was started at Moores Creek to establish pollinator-friendly sites. The
150 Authority was working directly with community partners such as the U.S. Department of Fish and
151 Wildlife Services to consider two different projects involving potential stream restoration. Ms.
152 Anama stated that they were increasing environmental engagement in the community by hosting an
153 education table at RiverFest in May along with the City and the ACSA. She stated that the
154 Authority also looked into resource conservation through fuel savings and solar options.

155
156 She stated that the Workforce Development priority was to attract, develop, and retain a
157 professional, highly skilled, engaged, and diverse team.

158
159 She stated that the Human Resource Information System expanded HR recruitment possibilities.
160 Ms. Anama stated that professional training opportunities had expanded to include leadership
161 development programs, which started this spring with 26 employees participating. She stated that
162 their employee turnover goals were to stay below 10%, and that had so far been achieved in 2023
163 for both Authorities.

164
165 She stated that the Optimization and Resiliency priority was to empower a culture of innovative and
166 collaborative thinking that advances efficient operational processes, technology modernization, and
167 risk mitigation.

168
169 Ms. Anama stated that the team had established a video library for standard operating procedures
170 and created 44 new videos since the beginning of the year. She stated that the water department was
171 using a new Zeta-Meter to allow for operational optimization by continually adjusting chemicals
172 for water pH, which created a savings of approximately \$15,000 to \$20,000 since February 2023.
173 To increase cross-departmental awareness, the internal newsletter, Rivanna Review, added
174 additional sections to spotlight a different department team with each issue and a project from each
175 of the water and solid waste departments. Ms. Anama stated that employee safety training is always
176 a priority such as the CPR and First Aid training.

177
178 She stated that the Planning and Infrastructure priority was to address evolving needs by planning,
179 delivering, and maintaining dependable infrastructure and facilities in a financially responsible
180 manner.

181
182 She stated that the team had implemented an asset management program, CityWorks, and increased
183 the number of assets in the system. Efforts to implement long-term project management software
184 included WorkOtter and document management, DocLink. Ms. Anama stated that employees were
185 always encouraged to expand their knowledge by participating in conferences and training, and
186 managers had been increasing the SOPs for their departments. She stated that the planning and
187 infrastructure team was developing data collection methods and establishing metrics to be able to
188 measure the progress of strategies implemented.

189
190 ***10. OTHER ITEMS FROM BOARD/STAFF NOT ON THE AGENDA***

191 **At 3:00 p.m., Mr. Richardson moved that the Solid Waste Authority enter into a joint**
192 **closed session with the Rivanna Water and Sewer Authority. Mr. Andrews seconded the**
193 **motion, which passed unanimously by roll call vote(6-0). (Mr. Rogers was absent.)**

194

195 At 4:15 p.m., Mr. Andrews moved that the Solid Waste Authority certify the closed session.
196 Mr. Pinkston seconded the motion, which passed unanimously by roll call vote (7-0).

197
198 Mr. Andrews moved to approve a 3 % merit increase for Mr. Bill Mawyer, Executive
199 Director and to commend him for his outstanding performance. Mr. Pinkston seconded the
200 motion, which passed unanimously (7-0).

201
202 **RECOGNITION**

203 *Resolution of Appreciation for Mr. Michael Rogers*

204
205 Mr. Gaffney read the resolution of appreciation for Michael Rogers:

206
207 **Resolution of Appreciation for Mr. Michael Rogers**

208 **WHEREAS**, Mr. Rogers has served as a member of the Rivanna Water & Sewer
209 Authority and Rivanna Solid Waste Authority Boards of Directors since February 2022; and

210 **WHEREAS**, over that same period Mr. Rogers has demonstrated leadership in water
211 and sewer, solid waste and recycling services, and has been a valuable member of the Boards of
212 Directors and a resource to the Authorities; and

213
214 **WHEREAS**, Mr. Rogers' understanding of the water, sewer, solid waste and recycling
215 operations of the City of Charlottesville, the Water & Sewer Authority and the Solid Waste
216 Authority has supported a strategic decision-making process that provided benefits to the
217 customers served by the City of Charlottesville as well as the community as a whole. During Mr.
218 Rogers' tenure, major initiatives and projects were completed for the Authorities including:

- 219 - a 5-year Strategic Plan
220 - major renovations at the South Rivanna and Observatory Water Treatment Plants
221 - a plan to increase the community's drinking water supply by accelerating
222 construction of the raw water pipeline to connect the South Rivanna and Ragged Mountain
223 Reservoirs
224 - a new Southern Albemarle Convenience Center for collection of recyclable
225 materials and household refuse
226 - approval of a route to construct a major drinking water pipeline through the City,
227 the "Central Water Line" through extensive communications with adjacent neighborhoods

228 **NOW, THEREFORE, BE IT RESOLVED** that the Rivanna Water & Sewer Authority
229 and the Rivanna Solid Waste Authority Boards of Directors recognize, thank, and commend Mr.
230 Rogers for his distinguished service, efforts, and achievements as a member of the Rivanna
231 Water & Sewer Authority and the Rivanna Solid Waste Authority, and present this Resolution as
232 a token of esteem with best wishes in his future endeavors.

233
234 **BE IT FURTHER RESOLVED** that this Resolution be entered upon both the permanent
235 Minutes of the Rivanna Water & Sewer Authority and the Rivanna Solid Waste Authority.

236
237 Mr. Andrews moved to approve the resolution. Mr. Stewart seconded the motion, which
238 passed unanimously (7-0).


239
240 **II. ADJOURNMENT**

July 25, 2023

241 **At 4:21 p.m., Mr. Andrews moved to adjourn the meeting of the Rivanna Solid Waste**
242 **Authority. Mr. Pinkston seconded the motion, which passed unanimously (7-0).**

243
244 Respectfully submitted,

245
246
247
248
249



Mr. Sam Sanders
Secretary - Treasurer

