

RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
November 22, 2004

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Monday, November 22, 2004 at 2:30 p.m. in the Conference Room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

Board Members Present: Mr. Michael Gaffney – Presiding, Mr. Mark Graham, Mrs. Judith Mueller, Mr. Gary O’Connell and Mr. Robert Tucker.

Authority Staff Present: Ms. Anne Bedarf, Mr. Bruce Edmonds, Mr. Tom Frederick, Mrs. Mary Knowles, Ms. Jennifer Whitaker, and Mr. Lonnie Wood.

Also Present: Mr. Kurt Krueger - RSWA Attorney, members of the public, and media representatives.

1.0 Call to Order

The regular meeting of the RSWA Board of Directors was called to order by Mr. Michael Gaffney on Monday, November 22, 2004 at 2:30 p.m., and he noted that a quorum was present.

2.0 Minutes of the Previous Meeting

Upon a motion by Mr. Tucker, and seconded by Mr. O’Connell, the Board of Directors by a 5 - 0 vote approved the minutes of the regular Board meeting held on Monday, October 25, 2004.

3.0 Executive Director’s Report

Mr. Frederick reported that on November 3, 2004, RSWA received a letter dated October 29, 2004 from DEQ approving the Corrective Action Plan (CAP) for the Ivy Landfill. RSWA immediately authorized Environmental Standards, Inc. to proceed with implementing the Phase I bioremediation plan. The design work will be conducted first, followed by drilling activities. The next activity would involve planning for groundwater treatment.

Mr. Frederick also stated that upon CAP approval, RSWA is required to complete DEQ financial assurance requirements by February 26, 2005. Rivanna has already initiated contacts with the County and City financial staff on plans for meeting this deadline.

Mr. Frederick further reported that the SCS Utility Fee Study is in the process of being completed. SCS has requested additional time to complete their review of

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3.0 Executive Director's Report Cont.

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the waste survey data and confirm the data. RSWA expected that their report would be finalized shortly.

4.0 Items From The Public

There were no items from the Public.

5.0 Consent Agenda

Mr. Gaffney asked if there were any items that the Board members would like to pull for discussion from the Consent Agenda.

- 5a) Staff Report on Finance
- 5b) Ivy Landfill/Transfer Station Report
- 5c) McIntire Road Recycling Center/ Paper/Paper Sort Recycling
Operations Manager's Report
- 5d) Environmental Status Report

In regards to **Item 5c), McIntire Road Recycling Center**, Mrs. Mueller noted that in the semi-annual vehicle count survey, citizens from other jurisdictions accounted for 15 percent. She stated that in the April survey, this figure was in single digits and inquired as to the reason for this difference.

Mr. Edmonds responded that in the April survey, the County accounted for 52 percent, the City 38 percent, and Other was 9 percent. Of the 9 percent, 6.4 percent was from Fluvanna County and the remainder included out-of-state vehicles mainly associated with the University of Virginia. Mr. Edmonds stated that based on his personal observations and follow-up questions during the fall survey, he determined that approximately 6 to 7 percent out of the 15 percent were University of Virginia students who lived in the City but did not have a City decal.

Mr. Edmonds commented that during the spring survey, a determination would be made to specifically identify other jurisdictions.

Mr. Gaffney inquired if the Fluvanna residents who utilized the McIntire Center worked in the City. Mr. Edmonds stated that during the 2002 survey, the majority from Fluvanna County indicated that they worked in the City or the surrounding urban ring. He added that some of the people from other jurisdictions lived in Counties that did not offer recycling services, such as Madison, Nelson and Greene Counties.

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Mrs. Mueller inquired if the rainy weather impacted the vehicle numbers as compared to the April survey. Mr. Edmonds stated that the total number of vehicles counted during the October survey was 3,636 versus approximately 3,500 during April, for an increase of a little over 100 cars.

As there were no further questions or discussion, Mrs. Mueller moved, which was seconded by Mr. Graham, that the Board of Directors vote to approve Items 5a), b), c), and d) of the Consent Agenda. The motion was approved by a 5 – 0 vote.

6.0 Other Business

In regards to **Item 6a), Proposed Schedule for the 2005 Board of Directors Meetings**, Mr. Tucker moved, which was seconded by Mr. Graham, that the Board of Directors vote to approve the proposed schedule for the 2005 Board of Directors meetings. The motion was approved by a 5 – 0 vote.

In regards to **Item 6b), Gas Treatment Upgrade Budget**, Mr. Frederick stated that at last month's meeting, Mr. Steve Nesbitt of Malcolm Pirnie reported on the Fugitive Air Scanning findings and the recommendations for improvement. The recommendations included hooking-up all the passive air vents in Cell 2 (unlined) and passive air vents GV-14 and GV-18 in Cell 1 (unlined) to the existing gas collection system and flare. The Board had authorized staff to begin work on the DEQ permit amendment to implement these improvements and requested that RSWA develop a budget for the project for their review and approval.

Mr. Frederick reported that the total budget for this project is \$355,000, which included engineering services, construction cost, and reasonable contingency. Of that amount, \$45,000 is for engineering services and included work on the DEQ permit amendment, preparation of construction documents for bidding, assistance during bidding, and periodic construction monitoring. He noted that this amount reflects favorable negotiations with Malcolm Pirnie and staff, which resulted in the recommendation to amend one written permit module versus the originally proposed three modules, which is subject to DEQ approval.

Mr. Graham questioned as to how long it would take to reach the construction phase of this project. Mr. Frederick stated that upon authorization, within four to six weeks the permit module could be prepared and submitted to DEQ. The DEQ review and approval process could take two to three months. Following approval,

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the formal bidding process would take about two months. Upon authorization to proceed, construction could be completed in 60 days. If construction began in April, the work could be completed in June.

Mrs. Mueller inquired as to the work involved with construction monitoring and questioned the \$10,000 figure for this service. Mr. Frederick stated that it would require regular visits to the site. He added that a significant amount of this work could possibly be undertaken outside of the engineering contract if provided through qualified City and/or County employees. Mrs. Mueller and Mr. Graham indicated their willingness to investigate this option further. Mr. Frederick added that he would welcome their assistance, as RSWA does not currently have staff resources to engage solely in this activity.

Mr. Graham expressed his concerns with the Board approving the budget today and the possibility that regulatory issues could impact project costs. Mr. Frederick stated that RSWA was reasonably confident that this was a viable figure, except as qualified in the staff report regarding the necessary DEQ approval of permit modification. There was a 15 percent contingency built into the construction cost estimates. If some of that amount needed to be used for the permitting process, there would be less available for construction. Due to present climate and changeable market conditions, Rivanna could not be absolutely confident with this budget amount.

Mr. Graham suggested either authorizing RSWA not to exceed a specified amount or splitting the costs by authorizing to proceed with the engineering services at this point. He felt that once the documents were completed, RSWA would be in a better position to request approval for construction costs. Mr. Tucker asked what kind of split Mr. Graham recommended. Mr. Graham felt that only \$35,000 would be needed for engineering services, which would include the permit amendment work, design, and bidding assistance. Construction monitoring would not be included at this time. Mr. Gaffney noted that this was work that needed to be done. Mr. Graham stressed that he felt the work should be undertaken, but he wanted to be assured that the budget figures were sufficient to meet total project costs.

Mr. Graham moved, which was seconded by Mrs. Mueller, that the Board of Directors authorize the Executive Director to execute an amendment to Malcolm Pirnie's contract for engineering services for the Gas Treatment Upgrade not to exceed \$35,000. The motion was approved by a 5 - 0 vote.

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7.0 Other Items From Board/Staff Not On Agenda

Mrs. Mueller announced that the City has started a thermostat recycling program for mercury recovery. She explained that when residents sign up for the thermostat rebate program, they turn in their old thermostats, which the City has arranged to have periodically taken away for proper disposal.

8.0 Closed Meeting

There was no need for a closed meeting.

9.0 Adjournment

There being no further business, Mr. Graham moved the meeting be adjourned, seconded by Mrs. Mueller. All members voted aye, and the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

Mr. Gary O'Connell
Secretary - Treasurer