RIVANNA

SOLID WASTE AUTHORITY

Board of Directors Meeting

September 28, 2021

2:00pm

RIVANNA SOLID WASTE AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

BOARD OF DIRECTORS

Regular Meeting of the Board of Directors of Rivanna Solid Waste Authority

DATE: **September 28, 2021**

LOCATION: **Virtually via ZOOM**

TIME: **2:00 p.m.**

AGENDA

1. CALL TO ORDER

2. STATEMENT FROM THE CHAIR

3. MINUTES OF PREVIOUS BOARD MEETING

a. Minutes of the Regular Meeting of the Board on July 27, 2021

4. RECOGNITION

Resolution of Appreciation for David Brown

5. EXECUTIVE DIRECTOR'S REPORT

6. ITEMS FROM THE PUBLIC

7. RESPONSES TO PUBLIC COMMENTS

8. CONSENT AGENDA

a. Staff Report on Finance

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

c. Authorization for Transfer Station VDEQ Permit Modifications

d. Resolution to Adopt the Regional TJPDC Natural Hazard Mitigation Plan

9. OTHER BUSINESS

a. Presentation: Paper Sort Facility Update; Director of Solid Waste, Phil McKalips

(RECESS RSWA)

(JOINT SESSION WITH THE RWSA)

b. *Presentation: Rivanna's Response to COVID-19: Director of Finance & Administration, Lonnie Wood*

10. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

11. CLOSED MEETING – PERSONNEL REVIEW

12. ADJOURNMENT

GUIDELINES FOR PUBLIC COMMENT AT VIRTUAL RIVANNA BOARD OF DIRECTORS MEETINGS

If you wish to address the Rivanna Board of Directors during the time allocated for public comment, please use the "chat" feature in the Zoom Meeting interface.

Members of the public who submit comments will be recognized during the specific time designated on the meeting agenda for "Items From The Public." The comment(s) will be read aloud to the Board of Directors only during this agenda item, so comments must be received prior to the end of this agenda item. The comments will be read by the Rivanna Authority's Executive Coordinator/Clerk of the Board.

Members of the public requesting to speak will be recognized during the specific time designated on the meeting agenda for "Items From The Public." Each person will be allowed to speak for up to three minutes. When two or more individuals are present from the same group, it is recommended that the group designate a spokesperson to present its comments to the Board and the designated speaker can ask other members of the group to be recognized by raising their hand or standing. Each spokesperson for a group will be allowed to speak for up to five minutes.

If you would like to submit a comment, please keep in mind that Board of Directors meetings are formal proceedings and all comments are recorded on tape. In order to give all who wish to submit a comment proper respect and courtesy, the Board requests that commenter follow the following guidelines:

- Submit your comment prior to the start of or during the "Items from the Public" section of the Agenda.
- In your comment, state your full name and address and your organizational affiliation if commenting for a group;
- Address your comments to the Board as a whole;
- State your position clearly and succinctly and give facts and data to support your position;
- Be respectful and civil in all interactions at Board meetings;
- The Board will have the opportunity to address public comments after the public comment session has been closed;
- At the request of the Chairman, the Executive Director may address public comments after the session has been closed as well; and
- As appropriate, staff will research questions by the public and respond through a report back to the Board at the next regular meeting of the full Board. It is suggested that commenters who have questions for the Board or staff submit those questions in advance of the meeting to permit the opportunity for some research before the meeting.

The agendas of Board meetings, and supporting materials, are available from the RWSA Administration office upon request or can be viewed on the Rivanna website.

Rev. May 20, 2020

CALL TO ORDER

STATEMENT OF CHAIR TO OPEN MEETING

This is Mike Gaffney, Chair of the Rivanna Solid Waste Authority.

I would like to call the September 28, 2021 meeting of the Board of Directors to order.

Notwithstanding any provision in our Bylaws to the contrary, as permitted under the City of Charlottesville's Continuity of Government Ordinance adopted on March 25, 2020, Albemarle County's Continuity of Government Ordinance adopted on April 15th, 2020, and revised effective October 1, 2020 and Chapter 1283 of the 2020 Acts of the Virginia Assembly effective April 24, 2020, we are holding this meeting by real time electronic means with no board member physically present at a single, central location.

All board members are participating electronically. This meeting is being held pursuant to the second resolution of the City's Continuity of Government Ordinance and Section 6 of the County's revised Continuity of Government Ordinance. All board members will identify themselves and state their physical location by electronic means during the roll call which we will hold next. I note for the record that the public has real time audio-visual access to this meeting over Zoom as provided in the lawfully posted meeting notice and real time audio access over telephone, which is also contained in the notice. The public is always invited to send questions, comments, and suggestions to the Board through Bill Mawyer, the Authority's Executive Director, at any time.

ROLL CALL:

Mr. Boyles: Please state your full name and location.
Mr. Brown: Please state your full name and location.
Dr. Palmer: Please state your full name and location.
Mr. Richardson: Please state your full name and location.
Mr. Snook: Please state your full name and location.
Mr. Stewart: Please state your full name and location.
And I am Mike Gaffney and I am located at _____.

Joining us today electronically are the follow Authority staff members:

Bill Mawyer, Phil McKalips, Lonnie Wood, Jennifer Whitaker, John Hull, and Katie McIlwee

We are also joined electronically by Carrie Stanton, counsel to the Authority.

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RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
July 27, 2021

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, July 27, 2021 at 2:00 p.m. via Zoom.

Board Members Present: Mike Gaffney, Lloyd Snook, Jeff Richardson, David Brown, Chip Boyles

Board Members Absent: Dr. Liz Palmer, Lance Stewart

Rivanna Staff Present: Bill Mawyer, Katie McIlwee, Lonnie Wood, Jennifer Whitaker, David Tungate, John Hull

Attorney(s) Present: Carrie Stanton.

1. CALL TO ORDER

Mr. Gaffney convened the July 27, 2021 regular meeting of the Board of Directors of the Rivanna Solid Waste Authority at 2:00 p.m.

2. STATEMENT FROM THE CHAIR

Mr. Gaffney read the following statement aloud: "Notwithstanding any provision in our Bylaws to the contrary, as permitted under the City of Charlottesville's Continuity of Government Ordinance adopted on March 25, 2020, Albemarle County's Continuity of Government Ordinance adopted on April 15th, 2020, and revised effective October 1, 2020 and Chapter 1283 of the 2020 Acts of the Virginia Assembly effective April 24, 2020, we are holding this meeting by real-time electronic means with no board member physically present at a single, central location.

"All board members are participating electronically. This meeting is being held pursuant to the second resolution of the City's Continuity of Government Ordinance and Section 6 of the County's revised Continuity of Government Ordinance. All board members will identify themselves and state their physical location by electronic means during the roll call which we will hold next.

"I note for the record that the public has real time audio-visual access to this meeting over Zoom as provided in the lawfully posted meeting notice and real time audio access over telephone, which is also contained in the notice. The public is always invited to send questions, comments, and suggestions to the board through Bill Mawyer, the Authority's Executive Director, at any time."

Mr. Gaffney called the roll.

Mr. Chip Boyles, City Manager, said he was located at 605 E. Main St in Charlottesville, VA.

Mr. David Brown, said he was located at the 305 4th Street Northwest in Charlottesville, VA.

Dr. Palmer was absent.

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Mr. Jeff Richardson said he was located at the County Administration Building at 401 McIntire Road in Charlottesville, VA.

Mr. Lloyd Snook said he was located at 408 East Market Street, Charlottesville, VA.

Mr. Stewart was absent.

Mr. Mike Gaffney said he was located at 3180 Dundee Road in Earlysville, VA.

Mr. Gaffney said the following Authority staff members were joining the meeting electronically: Bill Mawyer, Phil McKalips, Lonnie Wood, Jennifer Whitaker, John Hull, and Katie McIlwee.

Mr. Gaffney said they were also joined electronically by Carrie Stanton, Counsel to the Authority.

3. MINUTES OF PREVIOUS BOARD MEETING

a. Minutes of the Previous Meeting of the Board on May 25, 2021.

Mr. Richardson moved that the Board approve the minutes of the previous Board meeting as amended. Mr. Boyles seconded the motion, which passed unanimously (5-0). Dr. Palmer and Mr. Stewart were absent from the meeting and the vote.

4. RECOGNITION

There were no recognitions.

5. *EXECUTIVE DIRECTOR'S REPORT*

Mr. Mawyer stated that in his report, he provided an orange graph showing how the Rivanna Solid Waste Authority continues to increase the amount of daily tonnage going through the transfer station, now up to about 155 tons per day. He said the increased tonnage reflects the changes the Board made after the new transfer station was built, by adding Monday as an operating day and reducing the fees. He said the net operating cost in the transfer station has declined from a peak in 2018 from about $33/ton to currently just under $9/ton. He said RSWA is meeting the two goals of getting more refuse through the transfer station and at a lower net operating cost.

Mr. Mawyer said that the other side of the increased volume is that they plan to apply to Virginia DEQ to amend the daily transfer permit from 300 to 450 tons per day, which would deal with a few of the spike days when there is an extra heavy load.

Mr. Mawyer said they are continuing to work on the design of the Keene Convenience Center at the County's request, and that is expected to be open mid-2022.

Mr. Mawyer said that RSWA is starting a classification compensation study for the staff to compare the equity of the structure and the compensation plan. He reported that he is on the Virginia DEQ Solid Waste Fee Study working group, and the first meeting would be July 30, 2021 in Glen Allen and is meant to update fees for non-hazardous waste management facilities such as the IMUC.

Mr. Mawyer said another topic for this Board is when they might go back to public Board meetings. He said his understanding is that City Council may go back in September, and the Board of Supervisors plans to review the community health information during its meeting on September 16 and consider when it might go back to public meetings. He noted that the ACSA plans to begin

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hybrid public meetings in September. He said one suggestion for our Boards (RWSA and RSWA) that meet again collectively in September would be to plan to discuss this at the September 28, 2021 meeting and review the model that the Council and Supervisors are devising.

Mr. Richardson said he would like to applaud the staff on their statistical tracking of the cost of tonnage, and the significant drop of $33 down to $8.71. He said it is good tracking and thanked Mr. Mawyer for providing the information.

Mr. Mawyer responded that he appreciated the guidance from the Board to make that possible.

6. ITEMS FROM THE PUBLIC

Mr. Gaffney opened Items from the Public.

There were no public comments.

Mr. Gaffney closed Items from the Public.

7. RESPONSES TO PUBLIC COMMENT

As there were no items from the public, there were no responses.

8. CONSENT AGENDA

a. Staff Report on Finance

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

c. Personnel Manual Update – Elimination of Compensatory Time

Mr. Brown moved that the Board approve the consent agenda. That was seconded by Mr. Snook and passed unanimously (5-0). Dr. Palmer and Mr. Stewart were absent from the meeting and the vote.

9. OTHER BUSINESS

a. *Presentation: Recycling Program Review: Director of Solid Waste, Phil McKalips*

Mr. McKalips said that every year. RSWA provides a report on the state of recycling for the Authority and the broader community.

Mr. McKalips said there have not been many changes in the recycled materials being processed, and the pricing has been fairly stable. He reported that cardboard revenues have increased during COVID, likely related to a lot of shipping by the public. He said they are now starting to see downward pressure on some items that appear to be related to fuel, and this is also true of commodities like glass, with costs buffered by factors such as relationship with the supplier. He said they did a lot of delivery directly with their supplier, which is true for just about everything with the exception of glass, 1 and 2 plastics, and metals. He said that though RSWA is incurring the fuel costs, the vendors are not, which keeps the relationships and the materials moving. He said that RSWA has not added any new products, and so far everything looks stable to move the materials currently being collected.

Mr. McKalips said there has been an increase in customers at McIntire, and the Ivy Convenience Center opened last July. He said that a week-long survey was completed earlier in the year, with 575 customers at McIntire, and they have visibly seen the number of customers grow. He said they have

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seen some growth in total tonnages, in spite of almost a total dropout of any commercial tonnages being brough to RSWA during COVID. He said they are moving forward with permitting and design of the Keene Convenience Center, which is currently set to open next summer.

Mr. McKalips referenced an image of the Ivy Convenience Center, noting that it is getting a lot of use and the customers seem to be happy about the new service.

Mr. McKalips shared customer counts from an annual week-long survey, with last year being the exception due to the pandemic. He said that over the last eight years, there has been a dramatic increase that he expects to continue. Mr. McKalips said that regarding the question as to whether RSWA would lose customers from McIntire once the Ivy Convenience Center opened, that has not been seen at all—and there appears to be an entirely new customer base.

Mr. McKalips said that the tonnages continue to increase, and all material goes to the Paper Sort facility for baling, with the exception of glass and metals. He said the cardboard, mixed paper, and newsprint all go to a Sonoco mill south of Richmond. He said plastic films are going to Trex in Winchester, plastic containers and office papers go to Sonoco in Madison Heights, glass is being picked up Strategic Materials in Wilson, N.C., while the metals go to Gerdau in Roanoke. Mr. McKalips said the food waste from McIntire goes to McGill Composting in Waverly, and Ivy Convenience Center goes to Blackbear in Crimora. He said the Ivy Convenience Center compost material is largely UVA-generated material, so they are not collecting that much at the site yet.

Mr. McKalips presented an image of the Gerdau Scrapyard in Charlottesville and location of the Paper Sort facility, in what used to be Coyner's. He said this location brings material in from various recycling centers and gets dumped on the ground and staged in tractor-trailer bodies. He said at the Paper Sort facility, they bail and reload materials into trailers to be hauled to their final destination.

Mr. McKalips reported that this area is not very public and is not seen often, but there is a lot of material that moves through each week. He said they are shipping about one load of cardboard and about one and a half loads of mixed paper each week, and about every three weeks, a load of #1 and #2 plastic also leaves. He noted that there are about 30 bails in a trailer.

Mr. McKalips stated that they are watching glass pricing that started out as revenue of $25/ton and is now down to $0/ton due to fuel costs, and he mentioned that Strategic Materials does the shipping. He said that they continuously get requests to consider additional types of recycling, specifically for new materials—including one recently that he is exploring for Styrofoam. He noted that they try to generate and flesh out whether a request seems feasible at a reasonable cost point, and if they find something that seems plausible, he would bring it before the Board.

Mr. McKalips reported that they started about a year ago with community volunteers as recycling ambassadors. He said these people help others at the site, typically on weekends, and try to guide and educate the public on better recycling practices and try and minimize contamination.

Mr. McKalips said there are three cans referred to as "county cans," which are direct pick-up from their stations in Scottsville, Pantops, and at the Northside Library, for the public to drop off magazines and newspaper. He said they would periodically bring those directly to the Paper Sort.

Mr. McKalips reported that County Waste bought the municipal solid waste transfer station from Van Der Linde at Zion Crossroads about three or four years ago, then bought Time Disposal; and

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this year, GFL bought County Waste. He said that due to the size of the Ivy transfer station, RSWA is still receiving quite a bit of material from GFL, so consolidation in the market has not negatively impacted the tonnages at Ivy as was expected. He said also because of the changes in tipping fees, RSWA is seeing new haulers, especially in the roll-off business.

Mr. McKalips said his pet project is the Oyster Shell Recycling Program, with RSWA collecting the shells and filling the bin. He said the bin had been sitting outside for a year, and there was a volunteer event where staff bagged all of the oyster shells. He said they have now been put into the tub displayed, which has water from the bay circulating and have been seeded with larvae. He said the seeded shells have just been put into the bay, and another load of shells would be brought to Ivy to cure for the next year. He said they hopefully would be able to hold the same volunteer seeding event next year.

Mr. McKalips said the displayed image is a preliminary plan for the southern convenience center to be constructed near Esmont Road in Keene. He said it would be a little different than McIntire in that it would also have MSW collections, much like the Ivy Convenience Center. He said that is currently going through the permitting process with the County.

Mr. McKalips said that people have been hearing a lot about the Governor's Executive Order 77 which stops use of single-use plastics and polystyrene container by State Agencies, including UVA, and the impacts on RSWA are likely going to be limited to compost collection. He noted that it would largely be to UVA whose compostable material, which go through IMUC to Blackbear in Crimora may increase as use of plastics decreases. He reiterated that he did not think RSWA would see a lot of impact from that executive order directly.

Mr. Gaffney asked what #5 plastic is and where it goes.

Mr. McKalips responded that it is polypropylene used in things like yogurt cups and margarine tubs. He said the problem with number 5 plastic is it is evidently recyclable—but as far as he knows, the closest recycling opportunity for it is in Alabama. He said that it is more of a logistics problem, which is true of many recyclables.

(RECESS RSWA)

At 2:21 p.m., Mr. Brown moved that the Board recess to the joint session with RWSA. Mr. Richardson seconded the motion, which passed unanimously (5-0). Dr. Palmer and Mr. Stewart were absent from the meeting and the vote.

Mr. Snook and Mr. Boyles left the meeting.

(JOINT SESSION WITH RWSA)

At 2:50 p.m., Mr. Gaffney reconvened the Rivanna Solid Waste Authority and called the joint session to order.

a. Presentation: Strategic Plan Update; Katie McIlwee, Communications Manager/Executive Coordinator

Ms. McIlwee stated she would try to provide a quick overview of where things are at in the third year of the strategic plan implementation. She provided a recap of the strategic direction of the

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values, vision, and mission. She stated it has and would remain the same the entire five years of the strategic plan.

Ms. McIlwee stated in Year Three of implementation, there are the same six goals of Workforce Development, Operational Optimization, Communication And Collaboration, Environmental Stewardship, Solid Waste Services, and Infrastructure and Master Planning. She stated of these goals, there are 14 strategies and 26 tactics. She stated the target completion for the last six months was at 50% and the teams are slightly ahead of that with the overall completion at 56%.

Ms. McIlwee stated that Workforce Development as a goal is about 60% complete, with the two strategies: 1 - conducting a training needs assessment and enhancing the training program, and 2 - developing a comprehensive staffing and classification and compensation plan. She stated some of the accomplishment highlights over the last six months include completing individual development plans based on employee needs and completing end of year evaluations, as well as issuing an RFP for completion of a new compensation study. She stated that a contract was awarded to Evergreen Solutions, which had already held the kickoff meeting to begin the study. She stated the next step was to issue salary benefit surveys to peer groups, and they would continue to work with PVCC on development and training to relevant positions throughout the authority.

Ms. McIlwee stated that Operational Optimization is also at 60% complete. They are focusing on two strategies and they are 1 - to continually evaluate, prioritize, and improve key business and operational process, and 2 - to protect workforce and the public through continually growing Rivanna's culture of safety. She stated some highlights of these two strategies include implementing quarterly GAC backwashing schedules, installing automated systems for polymer dosing, developing oxygen-controlled polymer dosing, and continuing implementation of the corrosion inhibitor. She stated next they would complete installation of the polymer dosing and implementation of the corrosion inhibitor.

Ms. McIlwee reported that the safety manual has received a comprehensive update, in addition to receiving regular updates when policies are due for review. She stated that they have purchased articulated extension ladders and have completed several assessments, including one at Glenmore. She stated web-based cameras would continue to be added at Rivanna facilities, and construction would begin on the Glenmore Wastewater Treatment Plant safety upgrades. She noted that at some point in the future, there would be an authority-wide fire and active shooter drills.

Ms. McIlwee stated that Communication and Collaboration is about 65% complete with the three strategies being, which are 1 - create and maintain internal communication platforms, 2 - create and implement a comprehensive public outreach plan, and 3 - enhance internal and external communications. She stated that a records management policy has been created and there has been continued implementation of the document management program. Ms. McIlwee reported that a social media policy was developed, and a Facebook page was created for the Rivanna Authorities, which has been used to advertise special events, such as a dam safety campaign that brought public awareness too major Rivanna facilities. Ms. McIlwee noted that the team had participated in "Fix a Leak" activities with the city and ACSA, with this year being virtual due to COVID restrictions, and she believes it was a successful activity with good public participation. Ms. McIlwee reported that as part of Communication and Collaboration, they also continue to livestream the monthly Rivanna Authorities board meetings.

Ms. McIlwee reported that some next steps going forward include completion of the migration of the legacy documents into the new records management system, and schedule project and facility

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videos as the different water treatment plants complete upgrade projects. She stated that her team would continue to use social media to share information with the public, and they are currently researching how to continue to broadcast board meetings virtually once in-person meetings resume. She stated that facility tours would resume once appropriate, and the team would be participating in Day of Caring in September, and Mr. Mawyer would present to the Crozet Community Advisory Committee in August.

Ms. McIlwee stated the Environmental Stewardship project is 50% complete and the three strategies include 1- increasing internal environmental engagement, 2 - provide regional leadership and environmental stewardship partnerships, and 3 - evaluate opportunities for additional environmental activities at RWSA facilities. She stated the team participated in the oyster shell bagging project at Ivy, and they continue stormwater partnerships with the Rivanna River Riparian Consortium and County Stream Health Working Group.

Ms. McIlwee stated the team has begun development of the Buck Mountain property master plan and evaluated the potential silviculture and solar at Buck Mountain properties. She stated they would continue to look for opportunities such as spring cleanups and tree plantings to engage employees. She stated that along with the Communication and Collaboration group, the Environmental Stewardship team is helping to participate in Day of Caring, and would continue coordination with local groups, and continue the evaluation for potential solar installation at various Rivanna facilities.

Ms. McIlwee stated the Solid Waste Services goal is 55% complete and the team is working on two strategies, which are 1 - determining community needs and preferred level of service, and 2 - enhance partnerships with the local governments and UVA. She stated the team is continuing the recycling ambassador program at the McIntire Recycling Center, organized the oyster shell bagging project, and published a recycling quiz for the Facebook page to engage the public and to raise awareness on various recycling topics. She stated the team continues to design and gain approval for the Keene Convenience Center, and complete repairs to the irrigation pond dam at Ivy.

Ms. McIlwee stated the glass collection agreement with UVA has been implemented, and the used cooking oil collection program across all sites has been upgraded. She stated the next steps for enhancing partnerships is to conduct a study of regional localities' mulch prices and continue to coordinate with neighboring counties on organizing glass collection.

Ms. McIlwee reported that the last topic is the Infrastructure Master Planning goal, which is 45% complete at this point. She stated there are two strategies for this team, which are 1- implement authority-wide asset management programs and 2 - develop and maintain a long-term master plan for all critical assets. She stated that the tactical asset management plan has been drafted and implementation of a CMMS program has begun. Phase three of an authority-wide asset registry for use in Cityworks has been completed. Ms. McIlwee stated the next steps would be to begin a the Cityworks configuration process through multiple workshops, as well as to review and finalize the draft tactical asset management plan. She noted that there are several master plans underway, such as the Finished Water Master Plan and the Moores Creek Wastewater Treatment Plant Master Plan, and the Crozet Water Treatment Plant upgrades have been completed.

Ms. McIlwee stated the next steps are to continue the master plan and needs assessments for Glenmore and Stone Robinson WWTPs, to finalize reports associated with the Moores Creek Wastewater Treatment Plant, and the Finished Water Master Plan, and to schedule the annual master planning gap assessment.

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Mr. Gaffney commented that the teams made great progress.

Mr. Mawyer thanked Ms. McIlwee for her report.

Mr. O'Connell stated it was good to see that over time, the bigger strategies coming to life and getting accomplished, and he thanked the staff.

10. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

Mr. Gaffney reported that the city has met at 3:00 p.m. for their last two meetings on the fourth Tuesday, and asked if this meeting should get moved to 1:30 p.m.

Mr. Mawyer said that Mr. Snook recognized this conflict and was going to ask the Mayor to change the city meeting to 5:00 pm.

Mr. Gaffney asked if there were any conflicts if this group moved their meeting to 1:30 p.m.

Mr. Richardson said he could accommodate that but could not speak for Dr. Palmer.

Mr. O'Connell said 1:30 p.m. or even 1:00 p.m. works for him.

Mr. Gaffney asked Mr. Mawyer if he would take a poll once there is a response from the city.

Mr. Mawyer said he would follow up once he heard back from Mr. Snook.

Mr. Richardson said he appreciates the report from Mr. Mawyer on the ARP funding and would encourage the staff to continue what they're doing specific to state funding. He said he is impressed that the Governor just announced that at lunchtime, and Mr. Mawyer was already well informed, which speaks to how closely they are tracking this information. He stated that on August 2, he thought the General Assembly was going to reconvene to talk about the use of state money, and he would direct staff to be aggressive in looking at the state funding to see if there were things for which the Authority could position itself favorably.

Mr. Richardson said that he would urge staff to continue to look for connections to the state funding, and he appreciates staff efforts. He added that he would also like to thank Ms. McIlwee and all staff for the work on the strategic plan. He said that he did not want this point to be lost on the board in terms of how much work it takes to make such significant progress, especially in the last year with the pandemic. He applauded Mr. Mawyer and his team for keeping the laser focus on the strategic plan, adding that it was very impressive to maintain that over the last 18 months.

Mr. Gaffney suggested that Mr. Mawyer and Ms. McIlwee write and send that sentiment to staff.

Mr. Mawyer agreed and expressed his appreciation for the group and the recognition of the staff.

11. CLOSED MEETING – PERSONNEL REVIEW

Mr. Mawyer said that only three board members were still present for RSWA.

Ms. Stanton explained that there was no longer a quorum for the Solid Waste Authority for the joint closed session, which does require certification and vote on rejoining the public meeting. She said

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she assumed the decision should be to postpone the closed meeting and hold it at the next meeting, as nothing discussed now would be a vote.

12. ADJOURNMENT

Ms. Stanton indicated that they could adjourn the meeting without a quorum.

At 3:05 p.m., Mr. O'Connell moved to adjourn the meeting of the Rivanna Solid Waste Authority. The motion was seconded by Mr. Brown and passed unanimously (3-0). Mr. Snook, Dr. Palmer, Mr. Boyles, and Mr. Stewart were absent from the meeting and the vote.

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RIVANNA SOLID WASTE AUTHORITY
BOARD OF DIRECTORS

Resolution of Appreciation for Mr. David Brown

WHEREAS, Mr. Brown has served as a member of the Rivanna Solid Waste Authority Board of Directors since January of 2021; and

WHEREAS, over that same period Mr. Brown has demonstrated leadership in solid waste and recycling services and has been a valuable member of the Board of Directors and a resource to the Authority; and

WHEREAS, Mr. Brown's understanding of solid waste and recycling operations of the City of Charlottesville and the Solid Waste Authority has supported a strategic decision-making process that provided benefits to the customers served by the City of Charlottesville as well as the community as a whole, and

WHEREAS, the Solid Waste Authority Board of Directors is most grateful for the professional and personal contributions Mr. Brown has provided to both the Authority and to the community; and

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Solid Waste Authority Board of Directors recognize, thank, and commend Mr. Brown for his distinguished service, efforts, and achievements as a member of the Rivanna Solid Waste Authority, and present this Resolution as a token of esteem, with its best wishes in his future endeavors.

BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the Rivanna Solid Waste Authority.

Michael Gaffney, Chairman
Jeff Richardson
Chip Boyles
Lloyd Snook
Liz Palmer
Lance Stewart

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MEMORANDUM

TO: RIVANNA SOLID WASTE AUTHORITY BOARD OF DIRECTORS

FROM: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: EXECUTIVE DIRECTOR'S REPORT

DATE: SEPTEMBER 28, 2021

STRATEGIC PLAN GOAL: SOLID WASTE SERVICES

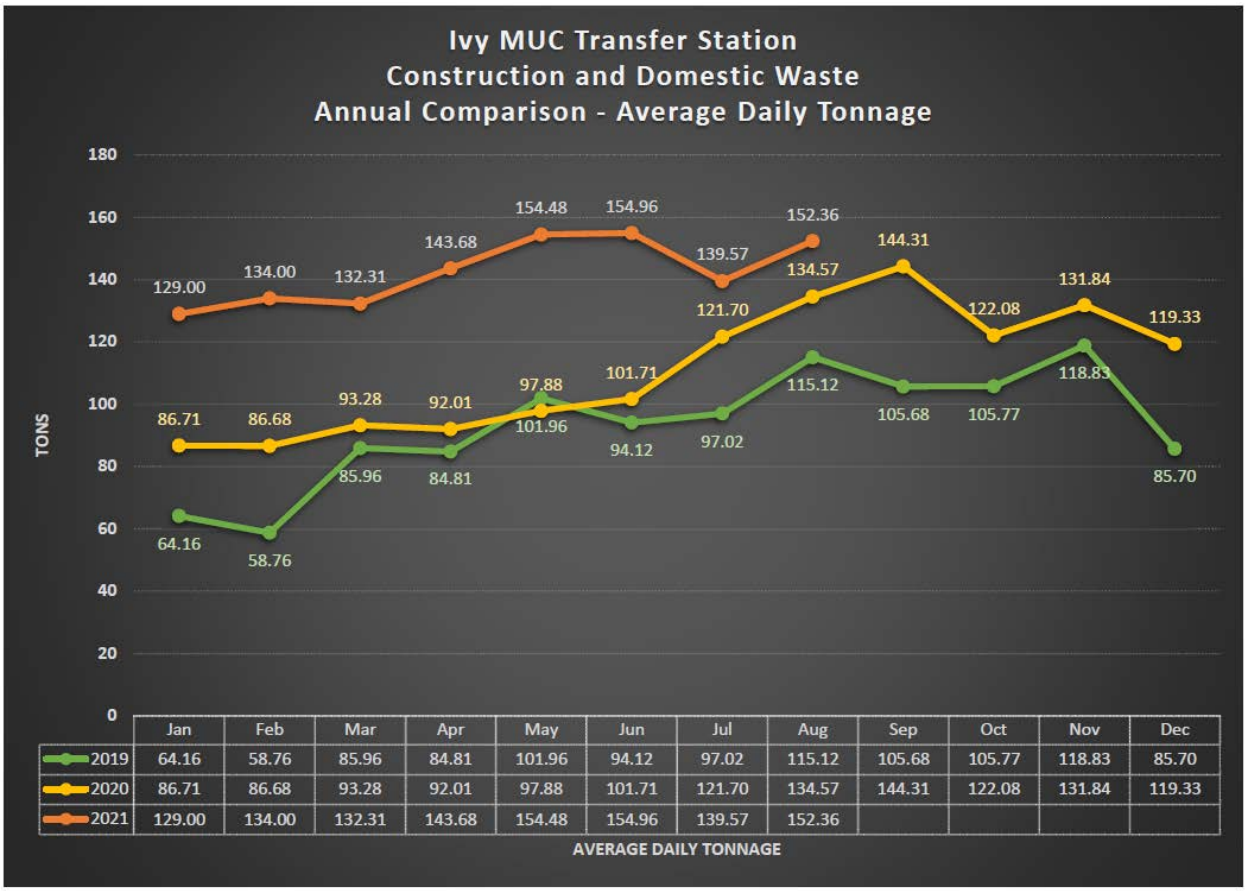
Use of the Ivy Materials Utilization Center:

July 2021

Vehicles	AVG MSW & CDD Tons/Day
6,116	**140**

August 2021

Vehicles	AVG MSW & CDD Tons/Day
5,961	**153**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	64.16	58.76	85.96	84.81	101.96	94.12	97.02	115.12	105.68	105.77	118.83	85.70
2020	86.71	86.68	93.28	92.01	97.88	101.71	121.70	134.57	144.31	122.08	131.84	119.33
2021	129.00	134.00	132.31	143.68	154.48	154.96	139.57	152.36				

STRATEGIC PLAN GOAL: ENVIRONMENTAL STEWARDSHIP

Household Hazardous Waste and Bulky Waste Amnesty Day

The Ivy MUC will host HHW, Bulky Waste and eWaste Days this fall. The dates are as follows:

eWaste:	Saturday	September 18, 2021 (Completed)
HHW:	Thursday	September 23, 2021(Completed)
	Friday	September 24, 2021 (Completed)
	Saturday	September 25, 202 (Completed)
Bulky Waste:	Tires	October 2, 2021
	Furniture/Mattresses	October 9, 2021
	Appliances	October 16, 2021

eWaste

There was continued interest in this collection event held on September 18th, with 400 appointments available. Of the 400 appointments, 347 customers registered, with 254 customers delivering products to the event.

STRATEGIC PLAN GOAL: INFRASTRUCTURE AND MASTER PLANNING

Keene Convenience Center

We are designing a recycling and bagged refuse collection facility to be located on a site owned by the County in southern Albemarle. We anticipate the facility will open by August 2022.

STRATEGIC PLAN GOAL: WORKFORCE DEVELOPMENT

On-Site Vaccinations

Augusta Health will provide flu vaccinations at the Moores Creek and IMUC locations for staff on October 6, 2021.

Code Red Alert System

Along with the Regional Emergency Operations Center, we use the Code Red system for staff Emergency Notifications. Code Red is a mass notification system that is used during emergencies such as active shooters, tornados, fires, etc. We recently successfully completed a test of this system, during which each staff member received an email, phone text or phone call to notify him/her of the impending danger.

STRATEGIC PLAN GOAL: COMMUNICATION AND COLLABORATION, ENVIRONMENTAL STEWARDSHIP

United Way Day of Caring

Staff participated in the United Way's "Day of Caring" event by helping to construct a structure in the Moormans River that improves the habitat for trout along with the Therapeutic Adventures and Thomas Jefferson Trout Unlimited organizations on September 22nd.

Litter Cleanup

Staff will support four fall litter pickup events sponsored by Albemarle County staff throughout the County. RSWA will provide a 30 cubic yard roll-off container to collect and dispose of litter at the Ivy MUC.

STRATEGIC PLAN GOAL: COMMUNICATION AND COLLABORATION

VDEQ Solid Waste Fee Study Working Group

I am a member of the VDEQ Solid Waste Fee Study Working Group. The purpose of this group is to recommend increases to the annual fees for nonhazardous waste management facilities to recover 100% of VDEQ Solid Waste expenses, as directed by the Virginia General Assembly. Our current annual transfer station fee of $6468 may increase to about $15,000, and annual post-closure fee of $1176 may increase to about $2800, as the result of this directive.

In-Person Public Board Meetings

In July, we indicated we would review the plans of the City, County and ACSA to return to public Board meetings, and discuss the topic with the Rivanna Boards this month. Based on the current increase in covid cases in the community, we understand the City, County and ACSA will continue use of the virtual format for their public meetings. We recommend continued use of the virtual format for Rivanna Board meetings, with a plan to review the topic in November when both Rivanna Boards will meet again.

Our authorization to conduct virtual meetings is pursuant to the second resolution of the City's Continuity of Government Ordinance and Section 6 of the County's revised Continuity of Government Ordinance. The County Ordinance provides that virtual public meetings can continue for six months after the County declares that a disaster has ended. Our understanding is that the County and the City have not made such a declaration.

RIVANNA SOLID WASTE AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

MEMORANDUM

TO: RIVANNA SOLID WASTE AUTHORITY
BOARD OF DIRECTORS

FROM: LONNIE WOOD, DIRECTOR OF FINANCE AND ADMINISTRATION

REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: JUNE 2021 FINANCIAL SUMMARY

DATE: SEPTEMBER 28, 2021

The results of operations and remediation activities for fiscal year ending June 30, 2021 are summarized below and in the attached statements.

	Operating Results	Remediation Results	Total
Total Revenues	$ 3,142,109	$ -	$ 3,142,109
Total Expenses	(4,582,976)	(1,176,545)	(5,759,521)
Net operating results	(1,440,867)	(1,176,545)	(2,617,412)
Support - MOU & Local	1,674,771	863,497	2,538,268
Surplus/(Deficit)	$ 233,904	$ (313,048)	$ (79,144)

* Cash reserves are used when deficits occur. (Use of up to $200,000 in reserves for an expected shortfall for remediation was included in the FY 2021 budget.)

Total operating revenues through June were $724,000 over budget and total operating expenses were $493,000 over budget. The Authority received much higher tonnages at Ivy than estimated in the budget. This is the main driver for both revenues and expenses being over budget. The Authority processed 58,815 tons of waste this fiscal year. A breakdown of net revenue or cost per ton, including overhead and administrative support costs, is shown below.

	Ivy MSW	Ivy - All Other	Recycling	Total
Tonnage	41,634	14,744	2,437	58,815
Net operating revenue (costs)	$ (528,595)	$ (84,105)	$ (828,166)	$(1,440,866)
Net revenue (cost) per ton	$ (12.70)	$ (5.70)	$ (339.83)	$ (24.50)

Please note that the budget and these monthly budget vs. actual statements are prepared on a different basis than the comprehensive annual financial report (CAFR). Year-end adjustments are recorded every year to conform to the accounting principles required for the CAFR. These monthly statements were prepared prior to recording those year-end adjustments.

Attachments

RIVANNA SOLID WASTE AUTHORITY
REVENUE AND EXPENSE SUMMARY REPORT
FISCAL YEAR 2021
FOR THE MONTH ENDED 6/30/2021

Target Rate: 100.00%

Operations

			IVY OPERATIONS		MSW-IVY TRANSFER		IVY CONVENIENCE CENTER		RECYCLE OPERATIONS		ADMIN. SERVICES	
	Budget	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**
REVENUES												
Ivy Operations Tipping Fees	$ 236,000	408,062	$ 236,000	408,062								
Ivy MSW Transfer Tipping Fees	1,771,000	2,262,421			1,771,000	2,262,421						
Material & Other Sales-Ivy	110,000	129,201	110,000	129,201								
Recycling Revenues	156,300	215,565					20,000	20,079	136,300	195,485		
Other Revenues	93,000	103,811			93,000	103,811						
Interest & Fees	51,400	23,049									51,400	23,049
Total Revenues	$ 2,417,700	$ 3,142,109	$ 346,000	$ 537,263	$ 1,864,000	$ 2,366,232	$ 20,000	$ 20,079	$ 136,300	$ 195,485	$ 51,400	$ 23,049
*Budget vs. Actual**		*129.96%*		*155.28%*		*126.94%*		*100.40%*		*143.42%*		*44.84%*
EXPENSES												
Ivy Operations	402,666	433,626	402,666	433,626								
Ivy MSW Transfer	2,262,393	2,707,084			2,262,393	2,707,084						
Ivy Convenience Center	300,682	287,393					300,682	287,393				
Recycling Operations	553,158	606,144							553,158	606,144		
Administration	797,358	774,020									797,358	774,020
Total Expenses	$ 4,316,257	$ 4,808,267	402,666	433,626	2,262,393	2,707,084	300,682	287,393	553,158	606,144	797,358	774,020
*Budget vs. Actual**		*111.40%*		*107.69%*		*119.66%*		*95.58%*		*109.58%*		*97.07%*
Net Results Before Administative Allocation	**$ (1,898,557)**	**$ (1,666,158)**	**$ (56,666)**	**$ 103,638**	**$ (398,393)**	**$ (340,852)**	**$ (280,682)**	**$ (267,314)**	**$ (416,858)**	**$ (410,659)**	**$ (745,958)**	**$ (750,971)**
Administrative allocations:												
Administrative costs to Envir. MOU (below)	223,787	225,291									223,787	225,291
Administrative costs to Operations	-	-	(186,490)	(187,743)	(186,490)	(187,743)	-	-	(149,192)	(150,194)	522,171	525,679
Net Operating Income (Loss)	**$ (1,674,770)**	**$ (1,440,866)**	**$ (243,156)**	**$ (84,105)**	**$ (584,883)**	**$ (528,595)**	**$ (280,682)**	**$ (267,314)**	**$ (566,050)**	**$ (560,853)**	**$ -**	**$ -**
Other Funding Sources												
Local Government Contributions	1,674,770	1,674,771										
County Contribution - Capital Grant	-	294,613										
Transfer to Capital Fund - Ivy Recycling Center	-	(294,613)										
Surplus (Deficit) - Operations	**$ -**	**$ 233,905**										

Environmental Programs

	Budget	**Actual Y-T-D**
REVENUES		
Remediation Support	858,998	863,497
Total Revenues	858,998	863,497
*Budget vs. Actual**		*100.52%*
EXPENSES		
Ivy Environmental	835,211	951,254
Administrative Allocation	223,787	225,291
	1,058,998	1,176,545
*Budget vs. Actual**		*111.10%*
Cash Reserves Used	200,000	200,000
Surplus (Deficit) - Environmental	**$ -**	**$ (113,048)**
Total Surplus (Deficit)	**$ -**	**$ 120,857**

Rivanna Solid Waste Authority
Monthly Financial Status Report
FY 2021

	July	August	September	October	November	December	January	February	March	April	May	June	Year-to-Date
Revenues													
Ivy Operations Tipping Fees	$ 56,569	$ 36,019	$ 25,649	$ 37,166	$ 24,560	$ 22,988	$ 32,214	$ 12,958	$ 36,156	$ 37,216	$ 27,763	$ 58,804	$ 408,062
Ivy MSW Transfer Tipping Fees	171,354	188,841	197,126	182,143	181,388	167,906	173,743	169,242	197,493	205,635	210,103	217,447	2,262,421
Ivy Material Sales	7,074	7,424	8,280	9,306	6,365	5,884	9,329	5,884	19,732	24,141	13,573	12,209	129,201
Ivy Convenience Center	-	-	-	-	-	6,173	-	-	-	-	8,897	5,009	20,079
Recycling	4,294	16,905	8,670	9,201	44,047	4,381	17,877	22,709	11,745	17,552	12,361	25,744	195,485
Other Revenues	9,136	9,290	7,890	8,077	10,595	8,541	6,609	4,969	10,872	8,990	9,229	9,613	103,811
Interest & Late Fees	1,534	2,129	1,609	2,002	2,583	1,385	1,976	1,222	2,221	2,326	1,970	2,093	23,049
Total Revenues	$ 249,961	$ 260,608	$ 249,223	$ 247,895	$ 269,538	$ 217,258	$ 241,749	$ 216,984	$ 278,219	$ 295,860	$ 283,895	$ 330,920	$ 3,142,109
Expenses													
Ivy Operations	$ 35,831	$ 21,851	$ 33,365	$ 36,766	$ 26,720	$ 79,883	$ 29,189	$ 23,178	$ 38,406	$ 44,209	$ 24,793	$ 39,437	$ 433,626
Ivy Environmental	56,949	72,585	32,314	65,051	42,178	113,672	80,434	33,976	43,183	41,220	151,707	217,983	951,254
Ivy MSW Transfer	143,916	183,515	321,716	281,401	261,432	141,679	175,656	145,300	259,432	200,261	181,368	411,410	2,707,084
Ivy Convenience Center	18,947	18,869	21,488	32,066	21,311	24,050	24,212	18,163	22,905	24,012	27,480	33,891	287,393
Recycling Operation	56,096	39,866	65,102	72,539	44,138	51,571	51,721	42,638	44,038	47,675	48,302	42,459	606,144
Administration	64,883	60,468	63,599	65,907	59,810	61,363	73,299	62,757	61,508	68,615	63,108	68,705	774,020
Total Expenses	$ 376,621	$ 397,154	$ 537,583	$ 553,730	$ 455,590	$ 472,217	$ 434,510	$ 326,012	$ 469,471	$ 425,992	$ 496,756	$ 813,885	$ 5,759,521
Net Operating Income (Loss)	$ (126,660)	$ (136,546)	$ (288,360)	$ (305,835)	$ (186,052)	$ (254,959)	$ (192,761)	$ (109,028)	$ (191,252)	$ (130,132)	$ (212,861)	$ (482,966)	$ (2,617,411)
Other Funding Sources													
Local Government Contributions	$ 376,239	$ 42,454	$ -	$ 42,454	$ -	$ -	$ 418,693	$ 376,239	$ 42,454	$ 376,239	$ -	$ -	$ 1,674,771
Remediation Support and Revenue	205,598	69,138	-	69,138	-	-	199,254	125,616	69,138	94,143	31,473	-	863,497
Use of Cash Reserves	-	-			16,647	131,665	(97,422)	(50,890)			75,081	124,919	200,000
Surplus (Deficit)	$ 455,177	$ (24,954)	$ (288,360)	$ (194,244)	$ (169,405)	$ (123,294)	$ 327,763	$ 341,937	$ (79,660)	$ 340,250	$ (106,307)	$ (358,047)	$ 120,857

Rivanna Solid Waste Authority
Fiscal Year 2021
June 2021

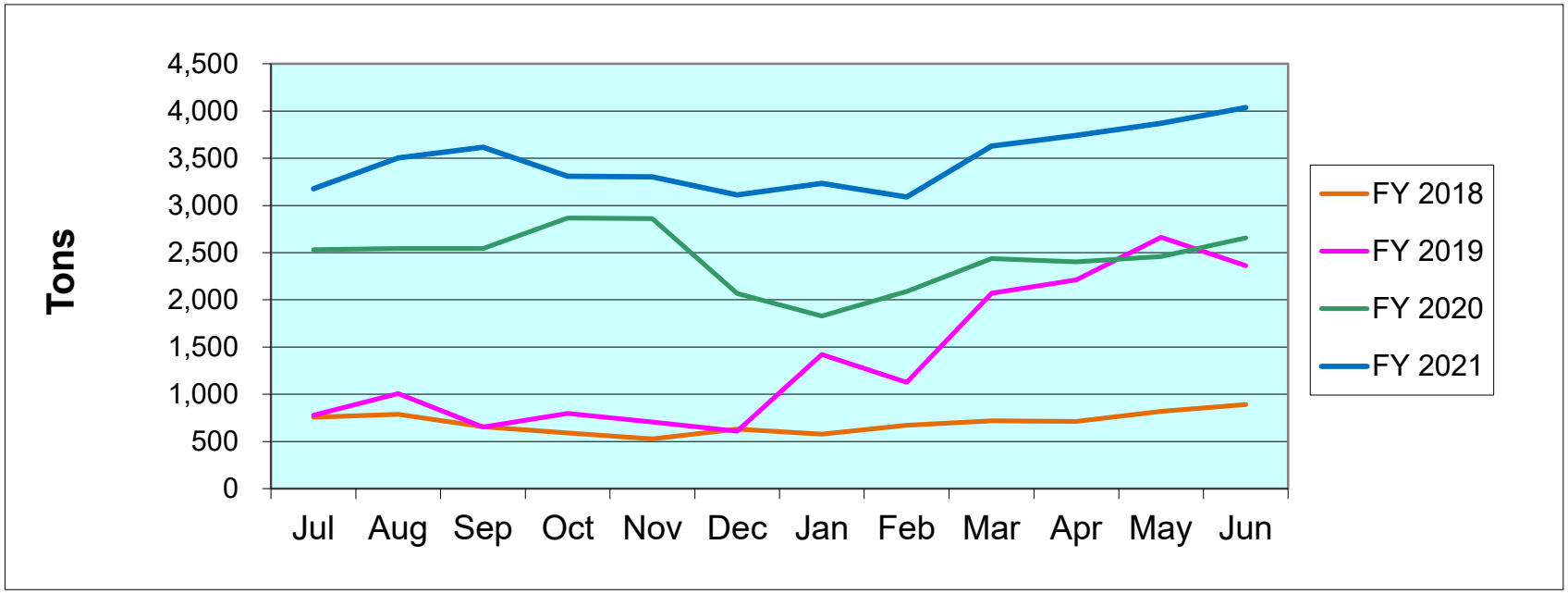
Revenue Detail Report

Revenue Line Item	Tonnage Budget FY 2021	Tonnage Actual YTD	Revenue Budget FY 2021	Revenue Budget YTD	Revenue Actual YTD	Revenue Budget vs. Actual	Revenue Variance %
IVY TIPPING FEES							
Clean Fill Material	6,800	10,160	$ 68,000	$ 68,000	$ 101,271	$ 33,271	48.93%
Grindable Vegetative Material	2,400	4,052	115,200	115,200	198,706	83,506	72.49%
Tires, Whole	120	289	22,800	22,800	54,804	32,004	140.37%
Tires/White Good (per item)			30,000	30,000	53,281	23,281	77.60%
Subtotal	9,320	14,501	$ 236,000	$ 236,000	$ 408,062	$ 172,062	72.91%
IVY TRANSFER STATION							
Compost Services	500	222	$ 89,000	$ 89,000	$ 39,468	$ (49,532)	-55.65%
MSW Transfer Station	32,000	41,634	1,682,000	1,682,000	2,222,953	540,953	32.16%
Subtotal	32,500	41,857	$ 1,771,000	$ 1,771,000	$ 2,262,421	$ 491,421	27.75%
MATERIAL SALES - IVY							
Encore			$ 20,000	$ 20,000	$ 8,605	$ (11,395)	-56.98%
Metals			40,000	40,000	36,418	(3,582)	-8.95%
Wood Mulch & Chips			30,000	30,000	67,578	37,578	125.26%
Hauling Fees			20,000	20,000	16,600	(3,400)	-17.00%
Other Materials			-	-	-	-	
Subtotal			$ 110,000	$ 110,000	$ 129,201	$ 19,201	17.46%
IVY CONVENIENCE CENTER							
Material Sales			$ 20,000	$ 20,000	$ 20,079	$ 79	0.40%
Subtotal			$ 20,000	$ 20,000	$ 20,079	$ 79	0.40%
RECYCLING							
Material Sales			$ 105,300	$ 105,300	$ 136,035	$ 30,735	29.19%
Other Materials & Services			6,000	6,000	13,843	7,843	130.72%
Grants-Operating			25,000	25,000	45,607	20,607	82.43%
Subtotal			$ 136,300	$ 136,300	$ 195,485	$ 59,185	43.42%
OTHER REVENUES							
Service Charge Fees			$ 85,000	$ 85,000	$ 95,135	$ 10,135	11.92%
Other Revenues			8,000	8,000	8,676	676	8.45%
Subtotal			$ 93,000	$ 93,000	$ 103,811	$ 10,811	11.63%
INTEREST, LATE FEES, OTHER							
Trust Fund Interest			$ 2,200	$ 2,200	$ 306	$ (1,894)	-86.08%
Finance Charges			1,200	1,200	16,781	15,581	1298.42%
Capital Reserve Fund Interest			18,000	18,000	1,968	(16,032)	-89.07%
Operating Investment Interest			30,000	30,000	3,994	(26,006)	-86.69%
Subtotal			$ 51,400	$ 51,400	$ 23,049	$ (28,351)	-55.16%
Total Revenues			**$ 2,417,700**	**$ 2,417,700**	**$ 3,142,109**	**$ 724,409**	**29.96%**
REMEDIATION SUPPORT AND REVENUE							
UVA Contribution			$ 79,982	$ 79,982	$ 79,982	$ -	0.00%
County Contribution			502,465	502,465	502,464	(1)	0.00%
City Contribution			276,551	276,551	276,551	-	0.00%
Forestry Revenue			-	-	4,500	4,500	
Total Remediation Local Support			**$ 858,998**	**$ 858,998**	**$ 863,497**	**$ 4,499**	**0.52%**

Rivanna Solid Waste Authority
Historical Material Tonnage Report - Recycling
Fiscal Years 2017-2021

	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021
In U.S. Tons					
Fiber Products					
Newspaper, magazines, catalogs	419	424	427	120	-
Cardboard (corrugated)	812	763	807	560	837
Mixed paper and phone books	156	187	265	792	777
File stock (office paper)	122	111	128	77	22
Total Fiber Products	1,509	1,485	1,627	1,549	1,636
Other Products					
Glass	252	252	411	467	564
Metal Cans	31	41	58	54	92
Plastic	86	103	127	114	146
Total Other Products	369	396	596	635	802
Total	1,878	1,881	2,223	2,184	2,438

Rivanna Solid Waste Authority
Ivy MSW Transfer Tonnages
FY 2018 - 2021



Ivy Material Utilization Center
Daily Scale Crossing Data

July 1-31, 2021

Days of Operation: **26**

				MSW collected at Transfer Station (tons)				
		Vehicles	**Count**	**Citizen-Can**	**Construction**	**Domestic**	**MSW Total**	**Non-MSW Total Tons**
07/01/21	Thursday	234	255	0.21	40.36	125.01	**165.58**	**22.48**
07/02/21	Friday	212	261	1.77	27.60	71.62	**100.99**	**64.44**
07/03/21	Saturday	275	385	0.83	6.40	53.34	**60.57**	**7.29**
07/04/21	Sunday	-	-	-	-	-	**-**	**-**
07/05/21	Monday	-	-	-	-	-	**-**	**-**
07/06/21	Tuesday	285	328	0.62	63.80	62.89	**127.31**	**77.21**
07/07/21	Wednesday	260	331	0.10	92.19	142.40	**234.69**	**31.74**
07/08/21	Thursday	198	214	0.39	47.54	91.86	**139.79**	**16.13**
07/09/21	Friday	226	258	0.25	84.13	82.23	**166.61**	**159.30**
07/10/21	Saturday	277	362	0.32	14.53	27.93	**42.78**	**48.30**
07/11/21	Sunday	-	-	-	-	-	**-**	**-**
07/12/21	Monday	244	263	0.23	55.84	106.63	**162.70**	**27.75**
07/13/21	Tuesday	205	249	0.13	57.85	79.76	**137.74**	**44.99**
07/14/21	Wednesday	229	286	0.31	50.31	148.23	**198.85**	**47.79**
07/15/21	Thursday	215	266	0.20	49.85	94.44	**144.49**	**25.15**
07/16/21	Friday	203	241	0.39	39.01	97.17	**136.57**	**74.19**
07/17/21	Saturday	290	393	0.58	13.28	53.73	**67.59**	**7.59**
07/18/21	Sunday	-	-	-	-	-	**-**	**-**
07/19/21	Monday	236	282	0.14	72.23	113.98	**186.35**	**73.31**
07/20/21	Tuesday	228	246	0.33	64.72	76.06	**141.11**	**58.43**
07/21/21	Wednesday	221	251	0.30	64.96	134.97	**200.23**	**46.54**
07/22/21	Thursday	198	242	0.31	51.35	68.24	**119.90**	**64.56**
07/23/21	Friday	229	266	0.07	85.48	80.95	**166.50**	**39.63**
07/24/21	Saturday	305	370	0.43	14.13	37.47	**52.03**	**55.80**
07/25/21	Sunday	-	-	-	-	-	**-**	**-**
07/26/21	Monday	243	297	0.13	69.46	107.28	**176.87**	**175.07**
07/27/21	Tuesday	208	245	1.46	67.58	78.21	**147.25**	**33.70**
07/28/21	Wednesday	199	236	0.01	62.90	130.30	**193.21**	**211.79**
07/29/21	Thursday	212	252	0.06	90.79	100.55	**191.40**	**137.01**
07/30/21	Friday	211	270	0.01	62.73	69.82	**132.56**	**29.12**
07/31/21	Saturday	273	362	0.70	9.68	35.10	**45.48**	**8.09**
	Total	**6,116**	**7,411**	**10.28**	**1,358.70**	**2,270.17**	**3,639.15**	**1,587.40**
	Average	*235*	*285*	*0.40*	*52.26*	*87.31*	*139.97*	*61.05*
	Median	*229*	*265*	*0.31*	*56.85*	*81.59*	*142.80*	*47.17*
	Maximum	*305*	*393*	*1.77*	*92.19*	*148.23*	*234.69*	*211.79*
	Minimum	*198*	*214*	*0.01*	*6.40*	*27.93*	*42.78*	*7.29*

Material Type & Description

Citizen-Can: *Roll-off container at the Ivy MUC Convenience Center-citizens dispose of prepaid trashbags*
Construction: *Construction/demolition debris (shingles, sheetrock, treated lumber, etc.)*
Count: *Transactions per item (appliances, hauling fees, service fees, tag-bag stickers, tires)*
Domestic: *Business/residential general or household waste*
MSW: *Materials processed/handled at the Transfer Station*
Non-MSW: *Materials processed/handled on-site*
Vehicle: *Transactions or vehicles processed in a day*

RIVANNA SOLID WASTE AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

MEMORANDUM

TO: RIVANNA SOLID WASTE AUTHORITY BOARD OF DIRECTORS

FROM: LONNIE WOOD, DIRECTOR OF FINANCE AND ADMINISTRATION

REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: JULY 2021 FINANCIAL SUMMARY

DATE: SEPTEMBER 28, 2021

The results of operations and remediation activities for the first month of this fiscal year are summarized below and in the attached statements.

	Operating Results	Remediation Results	Total
Total Revenues	$ 272,733	$ -	$ 272,733
Total Expenses	(305,687)	(55,779)	(361,466)
Net operating results	(32,954)	(55,779)	(88,733)
Support - MOU & Local	423,936	223,577	647,513
Surplus/(Deficit)	$ 390,982	$ 167,798	$ 558,780

Total operating revenues for July were $61,000 over budget and total operating expenses were $58,000 under budget. The Authority processed 5,453 tons of waste in July. A breakdown of net revenue or cost per ton, including overhead and administrative support costs, is shown below.

	Ivy MSW	Ivy - All Other	Recycling	Total
Tonnage	3,639	1,605	209	5,453
Net operating revenue (costs)	$ 52,954	$ (5,289)	$ (80,619)	$ (32,954)
Net revenue (cost) per ton	$ 14.55	$ (3.30)	$ (385.74)	$ (6.04)

Attachments

RIVANNA SOLID WASTE AUTHORITY
REVENUE AND EXPENSE SUMMARY REPORT
FISCAL YEAR 2022
FOR THE MONTH ENDED 7/31/2021

Target Rate: 8.33%

Operations

			IVY OPERATIONS		MSW-IVY TRANSFER		IVY CONVENIENCE CENTER		RECYCLE OPERATIONS		ADMIN. SERVICES	
	Budget	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**	**Budget**	**Actual Y-T-D**
REVENUES												
Ivy Operations Tipping Fees	$ 334,800	35,994	$ 334,800	35,994								
Ivy MSW Transfer Tipping Fees	1,833,400	197,270			1,833,400	197,270						
Material Sales-Ivy	110,000	7,680	110,000	7,680								
Recycling Revenues	156,300	12,816					20,000	-	136,300	12,816		
Other Revenues	93,000	16,510			93,000	16,510						
Interest & Fees	10,400	2,463									10,400	2,463
Total Revenues	$ 2,537,900	$ 272,733	$ 444,800	$ 43,674	$ 1,926,400	$ 213,780	$ 20,000	$ -	$ 136,300	$ 12,816	$ 10,400	$ 2,463
*Budget vs. Actual**		*10.75%*		*9.82%*		*11.10%*		*0.00%*		*9.40%*		*23.68%*
EXPENSES												
Ivy Operations	518,796	33,561	518,796	33,561								
Ivy MSW Transfer	2,414,696	145,425			2,414,696	145,425						
Ivy Convenience Center	314,473	23,687					314,473	23,687				
Recycling Operations	581,368	57,427							581,368	57,427		
Administration	834,506	64,067									834,506	64,067
Total Expenses	$ 4,663,839	$ 324,168	518,796	33,561	2,414,696	145,425	314,473	23,687	581,368	57,427	834,506	64,067
*Budget vs. Actual**		*6.95%*		*6.47%*		*6.02%*		*7.53%*		*9.88%*		*7.68%*
Net Results Before Administative Allocation	**$ (2,125,939)**	**$ (51,435)**	**$ (73,996)**	**$ 10,112**	**$ (488,296)**	**$ 68,355**	**$ (294,473)**	**$ (23,687)**	**$ (445,068)**	**$ (44,611)**	**$ (824,106)**	**$ (61,604)**
Administrative allocations:												
Administrative costs to Envir. MOU (below)	247,232	18,481									247,232	18,481
Administrative costs to Operations	-	-	(206,027)	(15,401)	(206,027)	(15,401)	-	-	(164,821)	(12,321)	576,874	43,123
Net Operating Income (Loss)	**$ (1,878,707)**	**$ (32,954)**	**$ (280,023)**	**$ (5,289)**	**$ (694,323)**	**$ 52,954**	**$ (294,473)**	**$ (23,687)**	**$ (609,889)**	**$ (56,932)**	**$ -**	**$ -**
Other Funding Sources												
Local Government Contributions	1,878,707	423,936										
County Contribution - Capital Grant	1,100,000	-										
Transfer to Capital Fund - Southern Recycling Center	(1,100,000)	-										
Surplus (Deficit) - Operations	**$ -**	**$ 390,982**										

Environmental Programs

	Budget	**Actual Y-T-D**
REVENUES		
Remediation Support	1,020,496	223,577
Total Revenues	1,020,496	223,577
*Budget vs. Actual**		*21.91%*
EXPENSES		
Ivy Environmental	773,264	37,298
Administrative Allocation	247,232	18,481
	1,020,496	55,779
*Budget vs. Actual**		*5.47%*
Cash Reserves Used	-	-
Surplus (Deficit) - Environmental	**$ -**	**$ 167,798**
Total Surplus (Deficit)	**$ -**	**$ 558,780**

Rivanna Solid Waste Authority
Monthly Financial Status Report
FY 2022

	July	Year-to-Date
Revenues		
Ivy Operations Tipping Fees	$ 35,994	$ 35,994
Ivy MSW Transfer Tipping Fees	197,270	197,270
Ivy Material Sales	7,680	7,680
Ivy Convenience Center	-	-
Recycling	12,816	12,816
Other Revenues	16,510	16,510
Interest & Late Fees	2,463	2,463
Total Revenues	$ 272,733	$ 272,733
Expenses		
Ivy Operations	$ 33,561	$ 33,561
Ivy Environmental	37,298	37,298
Ivy MSW Transfer	145,425	145,425
Ivy Convenience Center	23,687	23,687
Recycling Operation	57,427	57,427
Administration	64,067	64,067
Total Expenses	$ 361,466	$ 361,466
Net Operating Income (Loss)	$ (88,733)	$ (88,733)
Other Funding Sources		
Local Government Contributions	$ 423,936	$ 423,936
Remediation Support and Revenue	223,577	223,577
Use of Cash Reserves	-	-
Surplus (Deficit)	$ 558,780	$ 558,780

Rivanna Solid Waste Authority
Fiscal Year 2022
July 2021

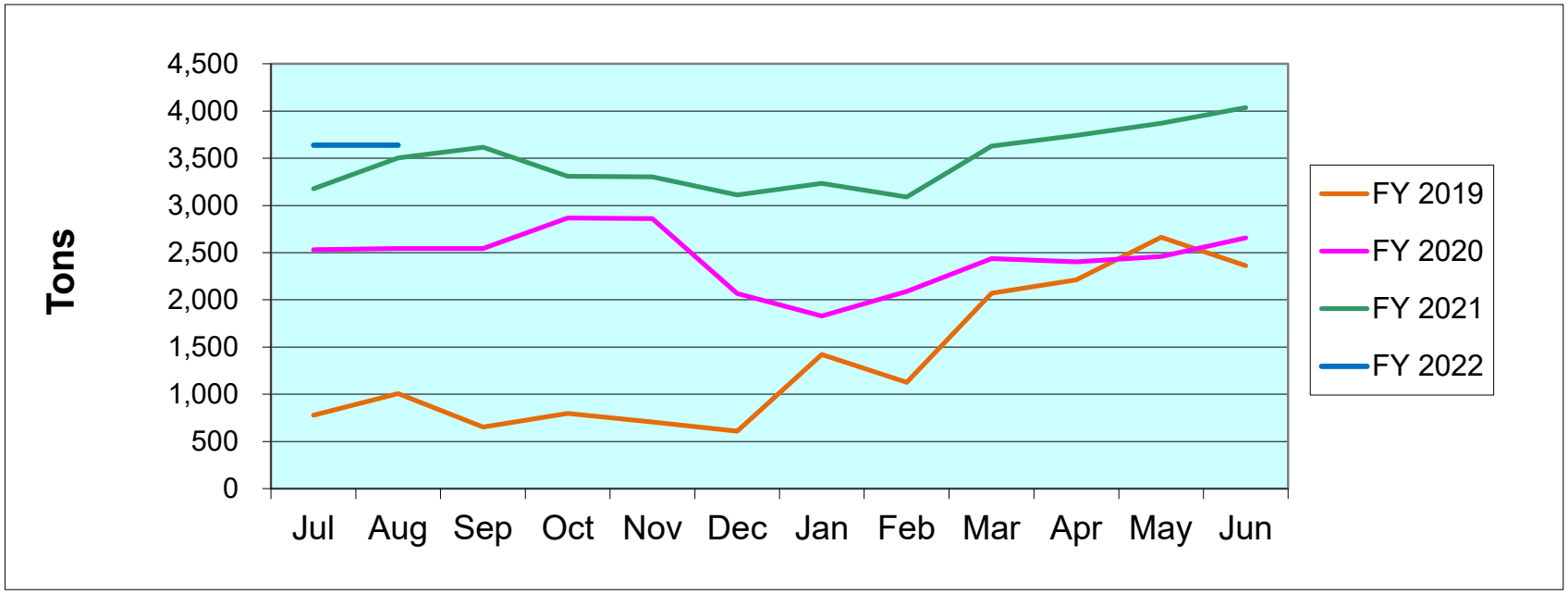
Revenue Detail Report

Revenue Line Item	Tonnage: Budget FY 2022	Tonnage: Actual YTD	Revenue: Budget FY 2022	Revenue: Budget YTD	Revenue: Actual YTD	Revenue: Budget vs. Actual	Revenue: Variance %
IVY TIPPING FEES							
Clean Fill Material	9,000	-	$ 90,000	$ 7,500	$ 12,082	$ 4,582	61.09%
Grindable Vegetative Material	4,000	-	192,000	16,000	18,491	2,491	15.57%
Tires, Whole	120	-	22,800	1,900	1,083	(817)	-43.00%
Tires/White Good (per item)			30,000	2,500	4,338	1,838	73.52%
Subtotal	13,120	-	$ 334,800	$ 27,900	$ 35,994	$ 8,094	29.01%
IVY TRANSFER STATION							
Compost Services	500	-	$ 89,000	$ 7,417	$ 2,088	$ (5,329)	-71.85%
MSW Transfer Station	33,200	-	1,744,400	145,367	195,182	49,815	34.27%
Subtotal	33,700	-	$ 1,833,400	$ 152,783	$ 197,270	$ 44,487	29.12%
MATERIAL SALES - IVY							
Encore			$ 20,000	$ 1,667	$ 1,094	$ (573)	-34.36%
Metals			40,000	3,333	2,723	(611)	-18.32%
Wood Mulch & Chips			30,000	2,500	2,663	163	6.52%
Hauling Fees			20,000	1,667	1,200	(467)	-28.00%
Other Materials			-	-	-	-	
Subtotal			$ 110,000	$ 9,167	$ 7,680	$ (1,487)	-16.22%
IVY CONVENIENCE CENTER							
Material Sales			$ 20,000	$ 1,667	$ -	$ (1,667)	-100.00%
Subtotal			$ 20,000	$ 1,667	$ -	$ (1,667)	-100.00%
RECYCLING							
Material Sales			$ 105,300	$ 8,775	$ 12,816	$ 4,041	46.05%
Other Materials & Services			6,000	500	-	(500)	-100.00%
Grants-Operating			25,000	2,083	-	(2,083)	-100.00%
Subtotal			$ 136,300	$ 11,358	$ 12,816	$ 1,458	12.84%
OTHER REVENUES							
Service Charge Fees			$ 85,000	$ 7,083	$ 8,776	$ 1,693	23.90%
Other Revenues			8,000	667	7,734	7,067	1060.12%
Subtotal			$ 93,000	$ 7,750	$ 16,510	$ 8,760	113.03%
INTEREST, LATE FEES, OTHER							
Trust Fund Interest			$ 2,200	$ 183	$ 6	$ (178)	-96.92%
Finance Charges			1,200	100	2,133	2,033	2032.84%
Capital Reserve Fund Interest			2,000	167	125	(42)	-24.97%
Operating Investment Interest			5,000	417	199	(217)	-52.19%
Subtotal			$ 10,400	$ 867	$ 2,463	$ 1,596	184.16%
Total Revenues			**$ 2,537,900**	**$ 211,492**	**$ 272,733**	**$ 61,241**	**28.96%**
REMEDIATION SUPPORT AND REVENUE							
UVA Contribution			$ 79,982	$ 6,665	$ 79,982	$ 73,317	1100.00%
County Contribution			574,381	47,865	143,595	95,730	200.00%
City Contribution			316,132	26,344	-	(26,344)	-100.00%
Forestry Revenue			50,000	4,167	-	(4,167)	
Total Remediation Local Support			**$ 1,020,495**	**$ 85,041**	**$ 223,577**	**$ 138,536**	**162.90%**

Rivanna Solid Waste Authority
Historical Material Tonnage Report - Recycling
Fiscal Years 2017-2021

	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022 (July)
In U.S. Tons					
Fiber Products					
Newspaper, magazines, catalogs	424	427	120	-	-
Cardboard (corrugated)	763	807	560	837	85
Mixed paper and phone books	187	265	792	777	42
File stock (office paper)	111	128	77	22	-
Total Fiber Products	1,485	1,627	1,549	1,636	127
Other Products					
Glass	252	411	467	564	46
Metal Cans	41	58	54	92	4
Plastic	103	127	114	146	32
Total Other Products	396	596	635	802	82
Total	1,881	2,223	2,184	2,438	209

Rivanna Solid Waste Authority
Ivy MSW Transfer Tonnages
FY 2019 - 2022



Ivy Material Utilization Center
Daily Scale Crossing Data

August 1-31, 2021

Days of Operation: **26**

				MSW collected at Transfer Station (tons)				
		Vehicles	**Count**	**Citizen-Can**	**Construction**	**Domestic**	**MSW Total**	**Non-MSW Total Tons**
08/01/21	Sunday	-	-	-	-	-	**-**	**-**
08/02/21	Monday	254	337	0.17	67.88	136.88	**204.93**	**27.66**
08/03/21	Tuesday	251	288	0.48	42.68	90.76	**133.92**	**63.49**
08/04/21	Wednesday	240	286	0.19	71.97	117.61	**189.77**	**118.53**
08/05/21	Thursday	248	331	0.15	112.37	88.24	**200.76**	**181.85**
08/06/21	Friday	223	244	0.52	73.18	98.73	**172.43**	**68.46**
08/07/21	Saturday	234	297	0.27	3.60	28.19	**32.06**	**13.25**
08/08/21	Sunday	-	-	-	-	-	**-**	**-**
08/09/21	Monday	185	195	0.43	50.58	92.17	**143.18**	**24.93**
08/10/21	Tuesday	202	259	0.29	56.02	69.94	**126.25**	**61.02**
08/11/21	Wednesday	204	221	0.22	37.07	131.21	**168.50**	**120.87**
08/12/21	Thursday	209	251	0.16	74.61	116.17	**190.94**	**71.40**
08/13/21	Friday	204	267	0.39	50.77	70.50	**121.66**	**49.75**
08/14/21	Saturday	254	404	0.94	16.09	42.61	**59.64**	**5.86**
08/15/21	Sunday	-	-	-	-	-	**-**	**-**
08/16/21	Monday	204	206	0.10	76.37	151.80	**228.27**	**26.52**
08/17/21	Tuesday	214	251	0.41	45.88	99.54	**145.83**	**40.19**
08/18/21	Wednesday	178	186	0.28	32.49	136.06	**168.83**	**88.74**
08/19/21	Thursday	225	251	0.36	47.88	121.32	**169.56**	**63.86**
08/20/21	Friday	205	270	0.51	32.81	108.35	**141.67**	**17.48**
08/21/21	Saturday	285	338	0.58	3.96	60.80	**65.34**	**13.87**
08/22/21	Sunday	-	-	-	-	-	**-**	**-**
08/23/21	Monday	260	316	0.58	65.72	174.05	**240.35**	**43.16**
08/24/21	Tuesday	241	281	0.31	38.31	80.76	**119.38**	**142.28**
08/25/21	Wednesday	239	299	0.26	48.60	108.17	**157.03**	**210.81**
08/26/21	Thursday	229	285	0.12	55.62	127.90	**183.64**	**151.42**
08/27/21	Friday	239	273	0.56	44.56	99.33	**144.45**	**134.97**
08/28/21	Saturday	291	378	0.89	12.98	32.42	**46.29**	**11.15**
08/29/21	Sunday	-	-	-	-	-	**-**	**-**
08/30/21	Monday	231	275	0.39	30.49	232.66	**263.54**	**29.89**
08/31/21	Tuesday	212	243	0.34	90.96	61.79	**153.09**	**52.02**
	Total	**5,961**	**7,232**	**9.90**	**1,283.45**	**2,677.96**	**3,971.31**	**1,833.43**
	Average	*229*	*278*	*0.38*	*49.36*	*103.00*	*152.74*	*70.52*
	Median	*230*	*274*	*0.35*	*48.24*	*99.44*	*155.06*	*56.52*
	Maximum	*291*	*404*	*0.94*	*112.37*	*232.66*	*263.54*	*210.81*
	Minimum	*178*	*186*	*0.10*	*3.60*	*28.19*	*32.06*	*5.86*

Material Type & Description

Citizen-Can: *Roll-off container at the Ivy MUC Convenience Center-citizens dispose of prepaid trashbags*
Construction: *Construction/demolition debris (shingles, sheetrock, treated lumber, etc.)*
Count: *Transactions per item (appliances, hauling fees, service fees, tag-bag stickers, tires)*
Domestic: *Business/residential general or household waste*
MSW: *Materials processed/handled at the Transfer Station*
Non-MSW: *Materials processed/handled on-site*
Vehicle: *Transactions or vehicles processed in a day*

RIVANNA SOLID WASTE AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

MEMORANDUM

TO: RIVANNA SOLID WASTE AUTHORITY BOARD OF DIRECTORS

FROM: DAVID RHOADES, SOLID WASTE MANAGER
PHILLIP MCKALIPS, DIRECTOR OF SOLID WASTE

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: IVY MATERIAL UTILIZATION CENTER REPORT/ RECYCLING OPERATIONS UPDATE

DATE: September 28, 2021

Ivy Material Utilization Center (IMUC) : DEQ Permit 132: 300 tons/day MSW limit

July 2021

- **6,116 vehicles crossed the scales**
- The IMUC transfer station operated 26 days and received a total of 3,639.15 tons of municipal solid waste (MSW), an average of 139.97 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 1,587.40 tons of non-MSW materials were received
- 5,226.55 tons were received as a combined total tonnage (MSW + non-MSW)

August 2021

- **5,961 vehicles crossed the scales**
- The IMUC transfer station operated 26 days and received a total of 3,971.31 tons of municipal solid waste (MSW), an average of 152.74 tons per day of operation. The monthly transfer station tonnage figures are attached to this report.
- 1,833.43 tons of non-MSW materials were received
- 5,804.74 tons were received as a combined total tonnage (MSW + non-MSW)

Paint Collection:

As of August 16, 2021, the Ivy MUC has shipped 41 containers of paint cans. Each container holds about 4,200 one-gallon paint cans; therefore, we have shipped about 172,200 paint cans since the

program began in August 2016. This program continues to make paint disposal more convenient for residents and alleviates some of the congestion during our fall and spring Household Hazardous Waste Days.

The oil-based paints that are collected are beneficially used as fuel for heat recovery, and the latex paints are re-processed back into commercial paints (www.latexpaintrecycling.com).

Compostable Food Waste Collection:

This program continues to operate smoothly at the IMUC and is a free service for County residents. A similar bin has been placed at the Transfer Station for the receipt of compostable food wastes from commercial customers. Commercial customers are charged the established disposal fee of $178 per ton.

The McIntire Recycle Center received 9.31 tons of compostable materials from residents in July.
The McIntire Recycle Center received 9.91 tons of compostable materials from residents in August.
The Ivy Convenience Center received 0.67 tons of compostable materials from residents in July.
The Ivy Convenience Center received 0.69 tons of compostable materials from residents in August.

Compost Sales at Ivy:

On April 17, 2020, compost sales (McGill Composting SoilBuilder®) began at Ivy. As of September 6, 2021, 274.72 tons of material have been sold. The sales price for compost is $75 per ton (Note, there are approximately 2 cubic yards in a ton of compost. Therefore $75.00 a ton is approximately $37.50 per cubic yard). This price was intended to cover the direct costs of compost purchase and delivery of $49.50 per ton, as well as defray other costs including administration, equipment, fuel, labor, etc.

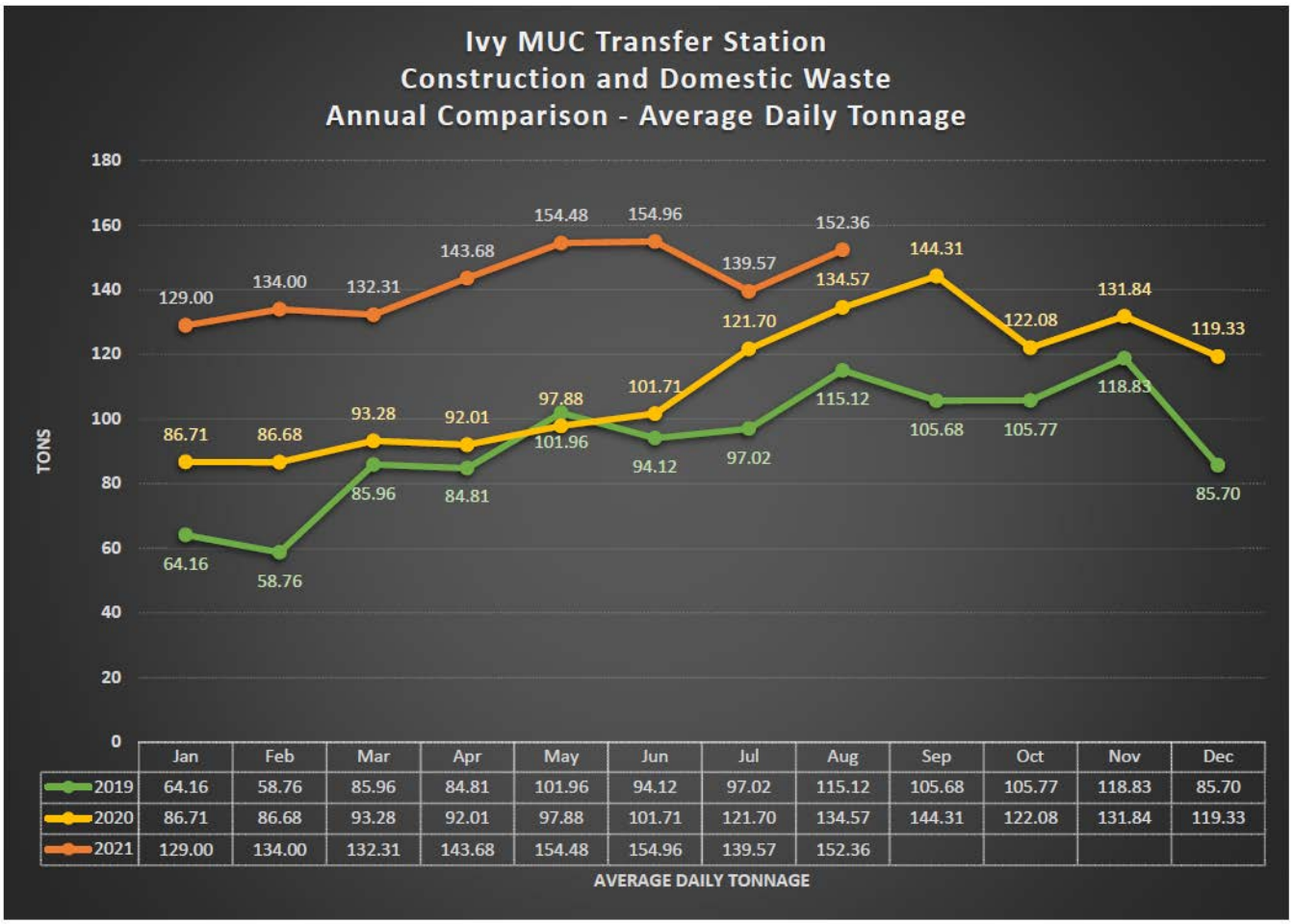
eWaste Collection Event:

On September 18, 2021, the Fall 2021 eWaste collection event was held at Ivy MUC. MXI Environmental was the contractor for the event. Of the 400 appointments offered to the public, 347 reservations were made. On the day of the event, 254 customers showed up. This compares with the Fall 2020 event and Spring 2021 event when 254 and 265 showed up respectively.

Transfer Station Update

As part of our Annual Term contract for Waste Transportation and Disposal with Thompson Trucking, an allowance was made to renegotiate the contract rate each year for an amount up to the Consumer Price Index for all Urban Consumers (CPI-U) for the year ending in June of each annual term. Due to the increase in fuel, material, and parts costs during the past year, we have allowed this increase. This will bring the Waste Transportation and Disposal rate from $45.75 per ton to $48.22 per ton and increase our total disposal budget by about $82,000 a year (current budget is $1,544,580).

Our average daily tonnages continue to follow seasonal trends as shown on the following figure.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	64.16	58.76	85.96	84.81	101.96	94.12	97.02	115.12	105.68	105.77	118.83	85.70
2020	86.71	86.68	93.28	92.01	97.88	101.71	121.70	134.57	144.31	122.08	131.84	119.33
2021	129.00	134.00	132.31	143.68	154.48	154.96	139.57	152.36				

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MEMORANDUM

TO: RIVANNA SOLID WASTE AUTHORITY BOARD OF DIRECTORS

FROM: PHIL McKALIPS, DIRECTOR OF SOLID WASTE

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: TRANSFER STATION VDEQ PERMIT MODIFICATIONS

DATE: SEPTEMBER 28, 2021

Staff are pursuing two modifications to the Transfer Station under the Permit-By-Rule (PBR) process. The first of these modifications is to establish a new maximum daily tonnage for operations at the Transfer Station. The second is to make our opening hours consistent across our work week.

Transfer Station Tonnage

When the new Transfer Station was constructed, we were required to define the maximum daily tonnage for the facility. We were operating at 30 to 40 tons per day, and the old Transfer Station limits were 150 tons per day average for a rolling 30-days with a maximum of 300 tons per day. Through discussions with VDEQ, we decided to simplify this to just a 300 tons per day maximum limit. Subsequently, we lowered the tipping fee at the Transfer Station to a regionally competitive rate ($52.00/ton) and enhanced our services by opening 6 days per week, rather than 5 days per week, by adding normal operations on Mondays. This has expanded our average daily tonnage to about 150 tons per day. What we have found is that on some days, most notably Mondays and Thursdays we can achieve peak daily tonnages in the range of 260 to 270 tons per day. This is getting significantly closer to our permit limit of 300 tons per day.

Given that we have spent a lot of effort to provide more business-friendly services to waste haulers and contractors in the region, we do not want to get into a position where we may have to limit acceptance of material due to permit requirements. For this reason, we are requesting a new daily tonnage limit of 450 tons per day to be incorporated into our PBR. We decided on this number after consulting with our Landfill Engineering firm (Draper Aden Associates) on whether our facility could handle this type of increase. We believe that it can as a relatively rare occurrence.

To explain our rationale, it helps to understand where our wastes come from. When we were taking in 30-40 tons per day, we were getting our waste from the general public and from small-load contractors where the cost of the higher tipping fee was countered by the increased difficulty and travel time of driving to an alternative disposal site. With the decrease in tipping fee, our facility became very attractive to commercial haulers and large-load contractors as they could get a competitive tonnage rate without the increased travel distances of other disposal sites. What

we've seen is that the increase in tonnage from 30-40 to 150 tons per day is from primarily from large loads (in the range of 5 to 15 tons per load) rather than a large number of new customers. For this reason, we believe that by increasing our facility limit to 450 tons per day will not result in a great deal more traffic, but rather allow us to accept the few, large load, customers that are bringing us material from infrequent large projects (like the field turf replacement project or a UVA building demolition project that we've seen in the past couple of years).

Implementation of this modification will require a modification of the PBR and the Operations Manual of the Transfer Station. This PBR Modification will require a public meeting, expected to be held during October at the Ivy MUC Barn. Other than some relatively minor PBR Modification fees to VA DEQ and support from our Landfill Engineering firm, this modification will not create any additional cost to the City or County.

Standardization of Ivy MUC Operating Hours.

RSWA has received several requests from the public to change the operating hours at the Ivy MUC on Saturdays from 8:30 am – 4:00 pm to 7:30 am – 4:00 pm, so that the opening time is consistent with the other five days during the week that the site is open. At the recommendation of the County's SWAAC, we made a similar change in the opening hours of the McIntire Recycling Center several years ago so the facility would consistently be open for the same hours each day.

Implementation of this change would require a modification of the Transfer Station PBR, and would require 7 additional labor hours each Saturday (one hour each for the 4 people working in the Transfer Station, one hour each for the two people working in the Scale House, and one hour for the Ivy Convenience Center (ICC) attendant). On an annual basis, this would amount to 364 additional labor hours at a cost of approximately $7,500. This modification would be staffed through additional overtime rather than by hiring additional personnel.

While the cost of this additional operating hour may not be offset by a proportional increase in waste disposal fee revenue, this modification would increase customer satisfaction and support our strategic plan goals of improving Solid Waste Services and Operational Optimization. These PBR Modifications (change in tonnage and change in operating hours) are being combined into one modification package with VA DEQ.

Board Action Requested:

Authorize the Executive Director to proceed with the Ivy MUC PBR Modifications to increase the maximum daily tonnage at the Transfer Station and change the site's Saturday operating hours to 7:30 am – 4:00 pm. It is expected that this permitting modification process will be completed to allow these changes to be implemented by the beginning of calendar 2022.

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RESOLUTION TO
ADOPT THE REGIONAL NATURAL HAZARD MITIGATION PLAN
BY THE RIVANNA SOLID WASTE AUTHORITY

WHEREAS, the Federal Disaster Mitigation Act of 2000, as amended, requires local governments to develop, adopt and update natural hazard mitigation plans to receive certain federal assistance and grant funding, and requires every local government to evaluate and update its plan every five (5) years; and,

WHEREAS, the Thomas Jefferson Planning District's Regional Natural Hazard. Mitigation Plan has been prepared in accordance with the Federal Emergency Management Agency (FEMA) requirements at 44C.F.R. 201.6; and,

WHEREAS, The Rivanna Solid Waste Authority has been involved in the preparation of the Regional Natural Hazard Mitigation Plan through representation on the Working Group with staff of the joint Charlottesville-Albemarle-UVA Emergency Communications Center; and,

WHEREAS, the Virginia Department of Emergency Management and FEMA have deemed the submitted plan satisfactory with no changes recommended; and,

WHEREAS, hazard mitigation is essential to protect life and property by reducing the potential for future damages and economic losses resulting from natural disasters.

NOW, THEREFORE, BE IT RESOLVED, that the Rivanna Solid Waste Authority Board of Directors does hereby adopt the Regional Natural Hazard Mitigation Plan prepared by the Thomas Jefferson Planning District Commission.

Michael Gaffney, Chairman
Chip Boyles
David Brown
Lance Stewart
Liz Palmer
Jeff Richardson
Lloyd Snook

ADOPTED by the Rivanna Water and Sewer Board of Directors on this 28th day of September, 2021.

SIGNATURE:

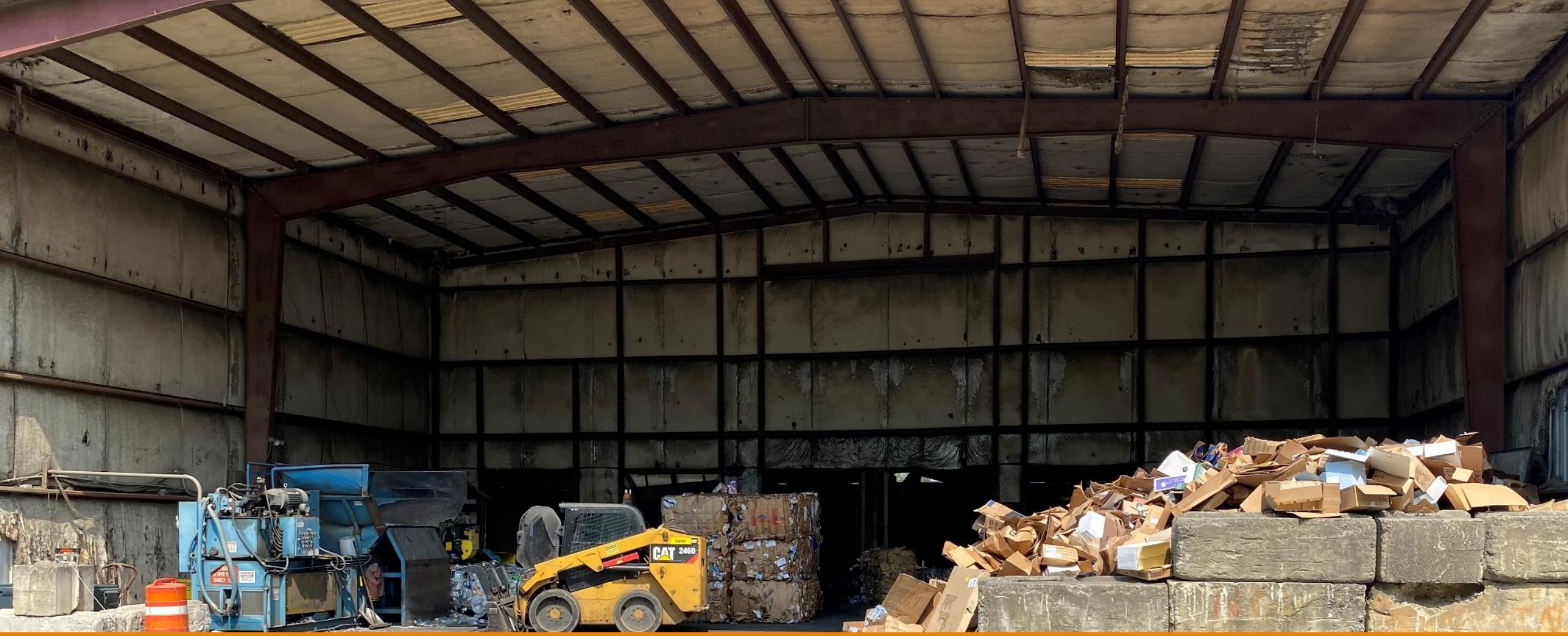
_____

RSWA Executive Director

ATTEST:

_____

Executive Assistant



Paper Sort Facility Update

Presented to the Board of Directors by Phil McKalips, Director of Solid Waste

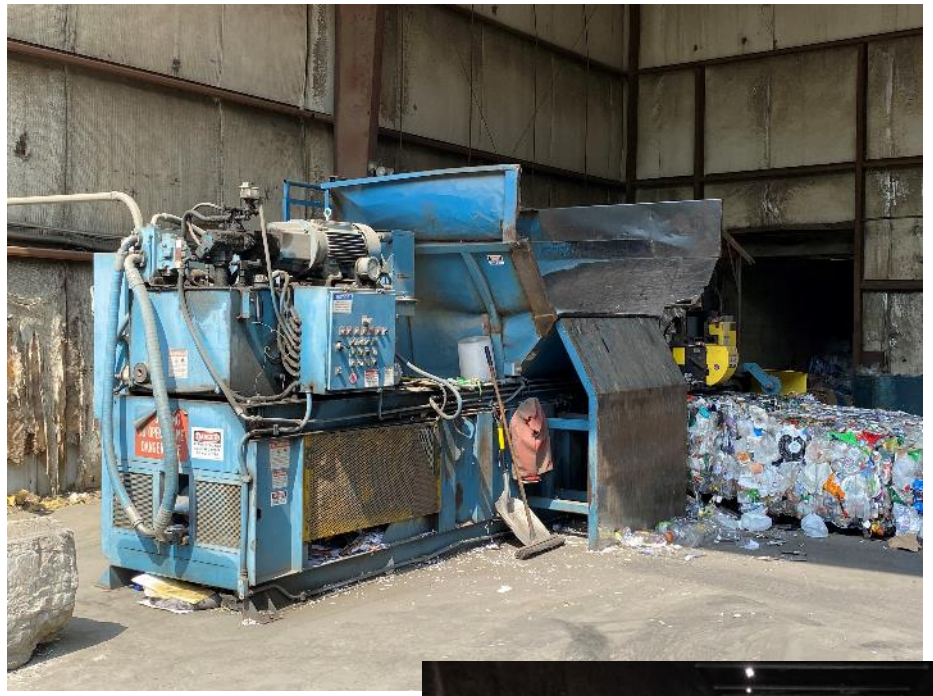
September 28, 2021

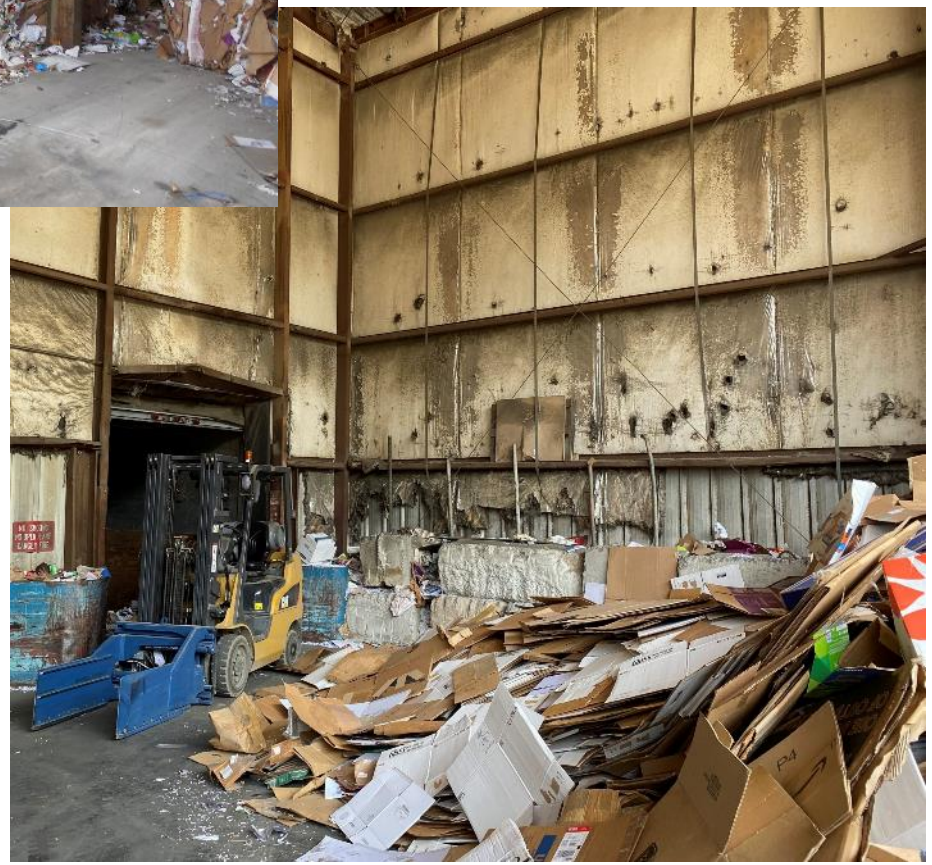
RIVANNA SOLID WASTE AUTHORITY

Paper Sort Facility

- Where we bail recycled materials. Has 6 bays to receive loose, and ship bailed, recycled products.
- Located off Meade Avenue, behind the Gerdau scrap yard.
- RSWA began leasing the Paper Sort Facility in 1995
- Lease expired in 2015. Negotiations have been underway to renew the lease, but have recently been tabled due to the short term offered, and uncertainty about the future of the facility at this location.

Paper Sort Location





DANGER

Concerns for Existing Paper Sort

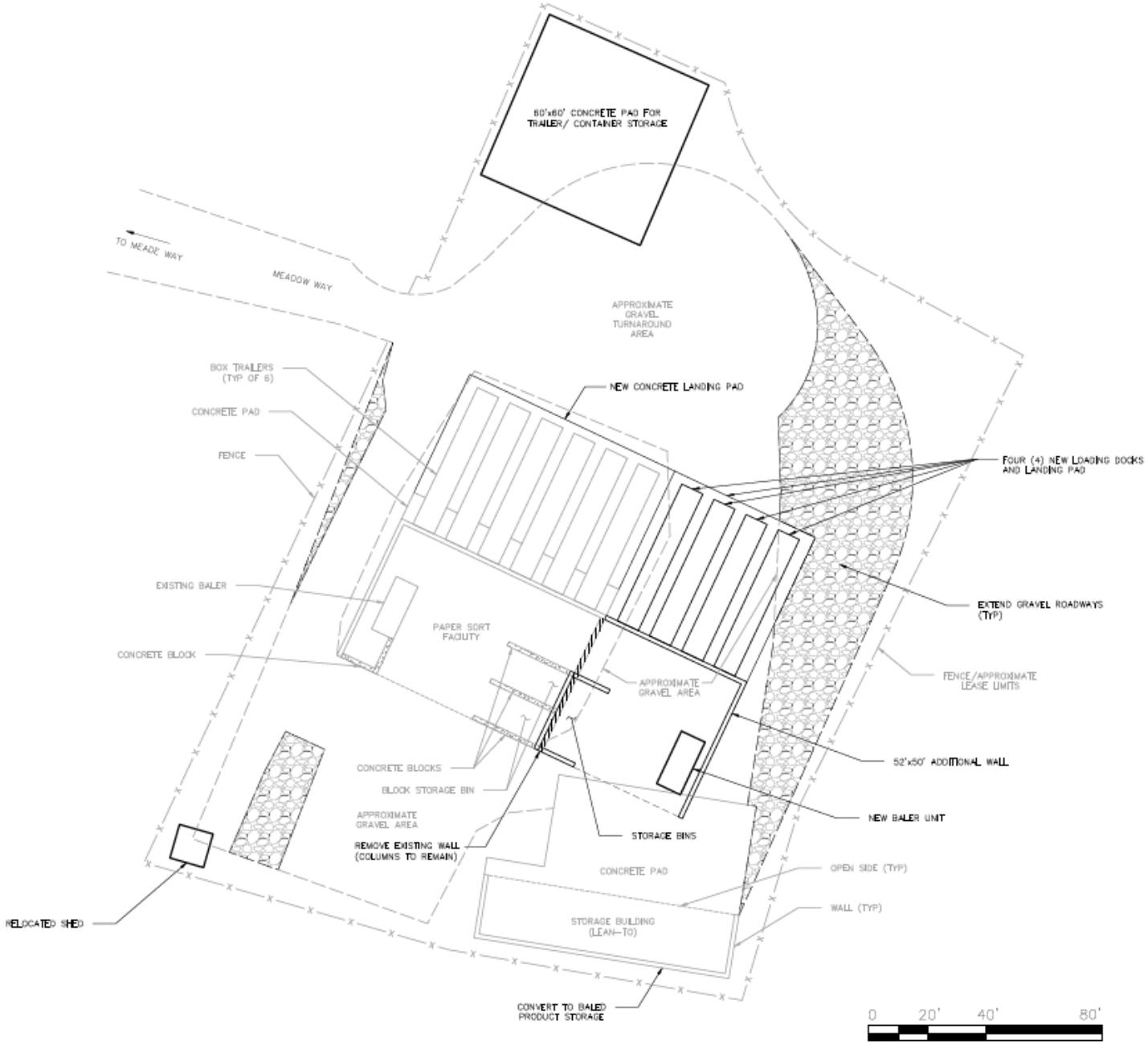
- Only access is through the Gerdau site. Access agreement includes a 90-day termination clause.
- Property lease with Woolen Mills Self Storage.
- Facility needs repairs and expansion to manage the quantity of materials we are receiving.
- Bailer is at the end of its service life (20-25 yrs old) and is crucial to maintaining product markets and pricing.
- As Recycling participation and the number of Convenience Centers increase (MRC, Ivy, Keene, etc.), a larger facility will be needed for capacity and reliable production.

Alternative 1: Renovate and Expand

- Capital Cost: $2 M
- Repairs + 2,600 SF addition with 4 additional loading docks, bringing the total footprint to 6,400 SF: $1.4 M
- Equipment including 2 bailers: $0.6 M
- Operating: 1 additional staff:
  $67 k/yr with benefits

Minimal flexibility for additional materials. Investments in property are at risk due to terms of access agreement.

Rehabilitated and Expanded Paper Sort Alternative



Alternative 2: Haul Materials to Private Facilities

- Operating Cost: $550,000 for year 1; $300,000 subsequent years.

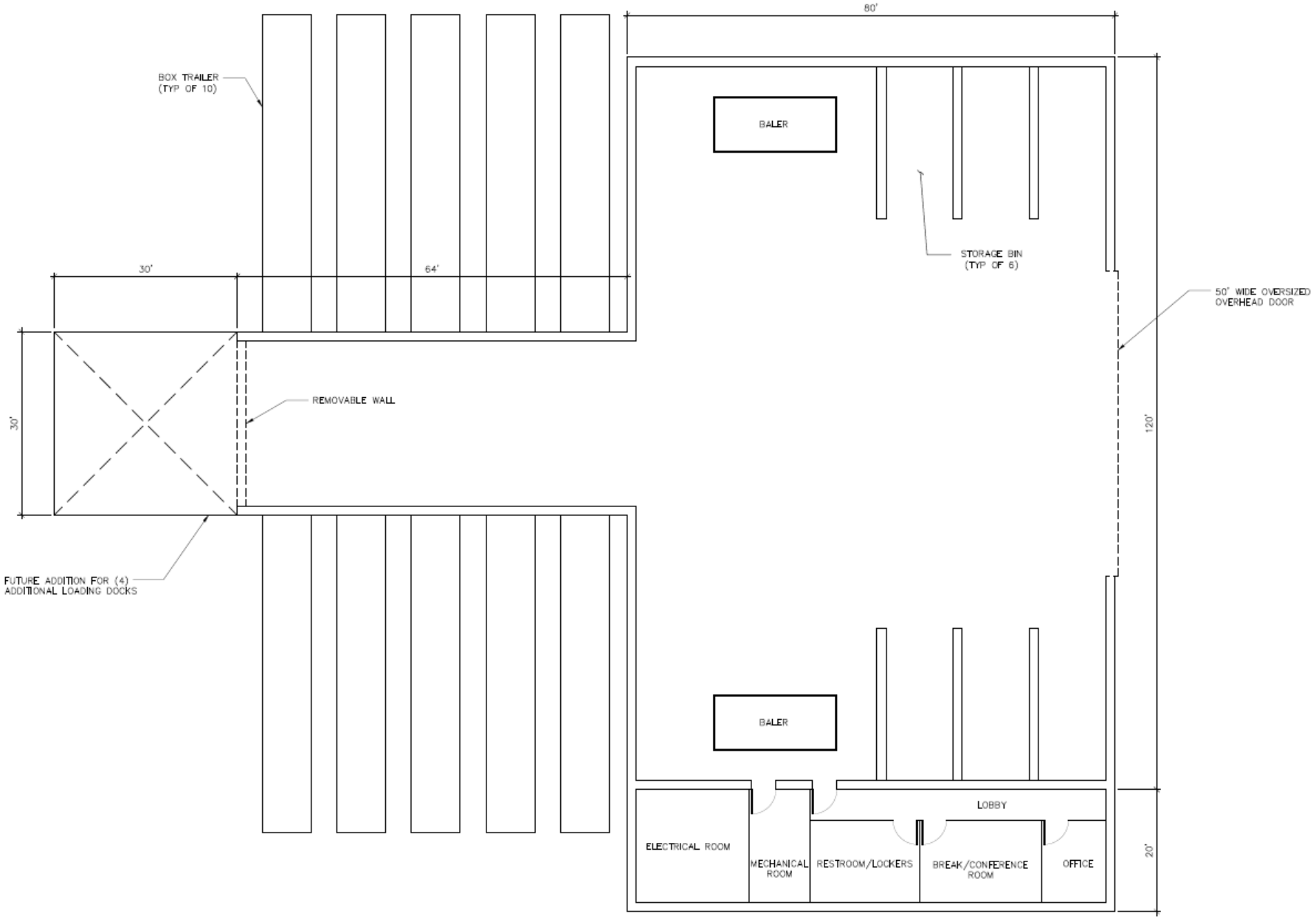
- Sonoco Fishersville (Paper) / Madison Hgts (#1 & #2 Plastic)
  - Pay $40/ton bailing fee for all materials (cardboard, mixed paper, office stock, newsprint, #1 Plastic, #2 Plastic; will stop collecting Plastic Films) – Approx.1,665 tons per year (FY 2020). Cost of $66,000/yr.
  - Reduce Revenue for all items to, or near, $0 per ton. Loss of $156,300/yr.
  - Additional Driver - $67,500/yr. New Roll-off Truck - $250,000
  - Additional truck miles and driver hours: 2300 miles/week; 47 hours/week

Will likely lose “favored” status and face stoppages and terminations due to facility and market conditions.

Alternative 3: New Paper Sort Facility

- Capital Cost: $4.3 M, 2 bailers on new site
  - based on the 2019 Feasibility Study and current construction market
- Indoor storage of products increases quality and decreases litter. Flexibility to accept additional materials and volumes
- Operating: One additional staff
- City and County could look for available sites within their inventory. Alternatively, could look for private property to purchase or enter a long-term lease.
- Site could co-host a new Convenience Center

Conceptual Layout New Paper Sort Facility



Summary

- The existing facility needs to be renovated and expanded for the number and volume of materials we process. The bailer is reaching the end of its service life.
- We expect Recycling participation and the number of collection facilities to increase.
- Due to access terms, the existing site is a challenging location for continued investment.
- Redevelopment in the City may target this area.
- We need to find a new, larger site for the facility.

Questions?

REQUEST: AUTHORIZE STAFF TO COORDINATE WITH THE COUNTY AND THE CITY TO FIND A NEW LOCATION AND COMPLETE PRELIMINARY ENGINEERING FOR A NEW PAPER SORT FACILITY. PROJECT COSTS TO BE INCLUDED IN FY 2023 AND 2024 BUDGETS.

RIVANNA'S RESPONSE TO COVID-19

RIVANNA AUTHORITIES

SEPTEMBER 2021

COVID-19 SUMMARY – THE BEGINNING

Late 2019	January 2020	February 2020	Rivanna Efforts Begin	March 2020
First news reports of viral pneumonia in China	First cases of COVID-19 are confirmed in United States	Governor of Va. declares a State of Emergency related to COVID-19	Rivanna Authorities begin proactive actions to ensure continuity of business.	World Health Organization declares a global pandemic

QUICK GLANCE AT RESPONSE

Board/Public related events

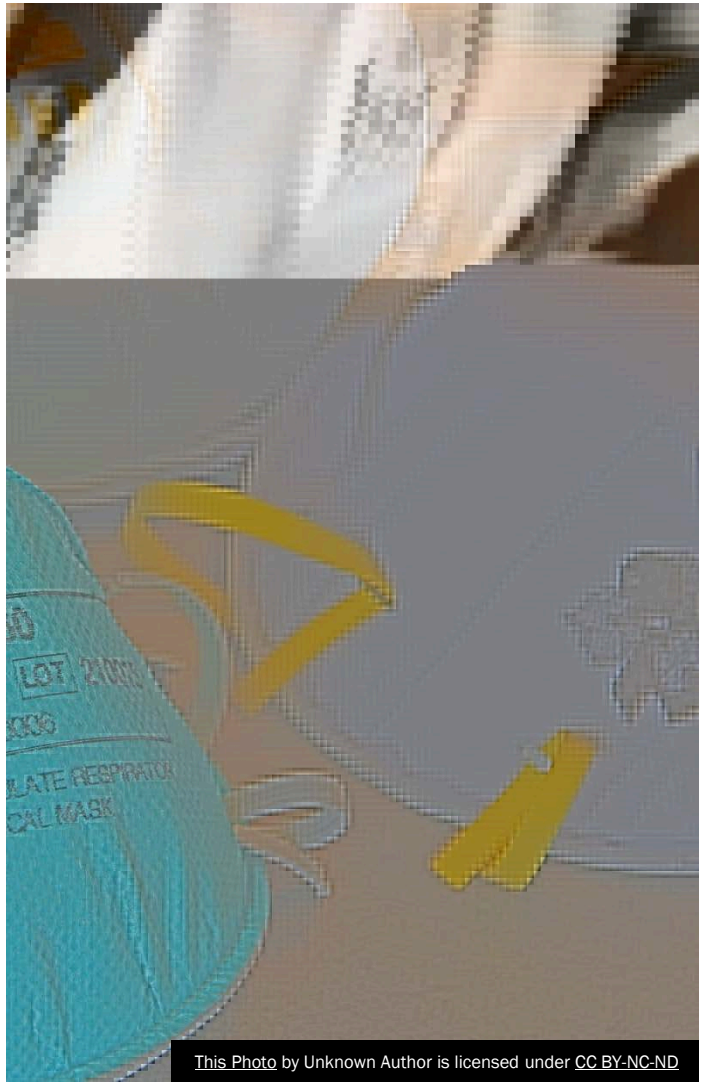
- March and April board meetings canceled
- May board meeting was first using Zoom offsite remote capabilities. Budget was introduced
- Solid Waste facilities remained open to the public (*Encore Shop and Book Bin were closed)
- RWSA facilities were closed to the public

Staff related events

- All facilities kept operating on regular schedules with no interruption of services
- Offices remained open to daily work for staff
  - Admin staff went to staggered schedules 3/17/20
  - Engineering staff went to Work from Home (WFH) and staggered schedules
  - First Covid-19 case in April, closed Admin offices and remote work from home for several weeks. Then went back to staggered schedules

POLICY FORMULATION & GUIDANCE

- Personnel Policies
  - COVID Response Procedures. These policies were continuously updated several times over the year and addressed the following:
    - Stay-at-Home When Sick program, waive 50% sick leave
    - Mitigate risk in the workplace, Workplace cleanliness, PPE
    - Return to work practices
    - Notice of "Essential Water and Wastewater Utility Status" letters issued
  - Implemented regulations related to Families First Coronavirus Response Act (FFCRA) – required up to 80 hours of "Emergency Paid Sick Leave"
  - Workforce COVID-19 Infection Reduction Plan / PPE Procedures
    - Addressed vaccinations, PPE, social distancing
  - Plan to Resume Normal Work Activities
    - Relieved certain mask rules, meeting changes, re-emphasized encouragement for vaccines
- IT Related Policies
  - Remote Access Use policies were developed
  - Telecommuting Work Agreements put in place with each employee
  - Work From Home (WFH) Procedure



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CONTINUING OPERATIONS

- IT Department deployed all remote access infrastructure by procuring licenses for dual factor authentication, existing and new laptops (a dozen new ones were purchased), configurations for all Engineering and Admin staff to take home. This required many long hours of support from the IT team during and after deployment.
- Business Processes never stopped
  - Processed AP payments & Purchase Orders
  - Collection of revenues
  - Payroll, open enrollments continued
  - Procurements (bid openings) continued and performed outside
  - Staff Utilized MS Teams for communications and project collaboration
- Construction Projects occasionally experienced delays if outbreaks were occurring with contractor workers, but most project did not experience delays.
  - Engineering Dept. created a Contractor Covid protocol
  - Some unavoidable delay claims (Force Majeure) are occurring
  - Some delays are still occurring for materials and parts orders for maintenance activities, labor shortage affecting supply chain
- IMUC and McIntire Recycling Center maintained normal service days and hours

BUDGET FY2021 & FY2022

RWSA Budget FY 2021

- Developed budget in January 2020 with roughly 5.7% (City) to 8.8% (ACSA) charge increases.
- However, COVID-19 required staff to adjust the budget to reflect a 0% overall increase charges to the City and ACSA
  - Cut all new staff positions
  - Eliminated merit increases (did approve 3% merit for January 1, 2021)
  - Used $1.73 million in reserves to make up the revenue shortage
  - Cut $846,000 in other costs

RWSA Budget FY 2022

- Return to 5-year staffing plan with 3 new positions approved
- Reduced reliance on reserves for revenue needs
  - Still using $516,000 in reserves
- Overall charge increases:
  - City 7.6%
  - ACSA 14.3%
- Operating expense increased $1.15 million, Debt Service expenses increased $689,000

SUMMARY OF THE PAST YEAR

- All staff returned to the offices in June 2020
  - There were a few still using staggered schedules due to childcare issues
  - Most internal meetings were still being done virtually with MS Teams
  - All external meetings were conducted virtually
- Summer and fall – staff remain in the office with some staff staggering schedules due to home schooling needs
- Offices continue to be closed to the public
- Holidays November and December 2020– staggered schedules for Admin. & Engineering staff were put in place
  - Mid January 2021 back in offices
- All facilities continued to operate under normal business hours – No interruptions of service or interruptions of capital project execution

SUMMARY OF THE PAST YEAR

- 12 Employees between both Authorities became ill and tested positive for COVID-19 since beginning of pandemic
  - None of these could be traced back to contraction at the Authorities
  - All have since fully recovered
- FFCRA – federal requirement for emergency sick time ended 12/31/2020
  - We elected to keep this practice in place until 6/12/21
- Emergency sick time used between 1/1/2020 to 6/12/21
  - Solid Waste – 826 hours used
  - RWSA – 1806.25 hours used
  - Emergency Sick Leave was used for illnesses, quarantine time, testing and vaccinations
- July 2021: Restored mask requirements for all staff
- August 2021: Require vaccinations for all new staff

QUESTIONS?