



RSWA BOARD OF DIRECTORS
Minutes of Regular Meeting
May 27, 2025

A regular meeting of the Rivanna Solid Waste Authority (RSWA) Board of Directors was held on Tuesday, May 27, 2025 at 2:00 p.m. at the Rivanna Administration Building (2nd Floor Conference Room), 695 Moores Creek Lane, Charlottesville, VA 22902.

Board Members Present: Mike Gaffney, Brian Pinkston, Jim Andrews, Sam Sanders (arrived at 2:02 p.m.), Steven Hicks, Jeffrey Dumars.

Board Members Absent: Jeff Richardson (Ann E. Wall attended as an alternate).

Rivanna Staff Present: Bill Mawyer, Phil McKalips, Lonnie Wood, David Tungate, Leah Beard, Deborah Anama, Jacob Woodson.

Attorney(s) Present: Valerie Long

1. CALL TO ORDER

Mr. Gaffney convened the May 27, 2025 regular meeting of the Board of Directors of the Rivanna Water and Sewer Authority at 2:00 p.m.

2. AGENDA APPROVAL

Mr. Andrews moved that the Board approve the agenda as presented. Steven Hicks seconded the motion, which carried unanimously (5-0). (Mr. Richardson and Mr. Sanders were absent)

3. MINUTES OF PREVIOUS BOARD MEETING ON MARCH 25, 2025

Mr. Andrews moved that the Board approve the minutes for the March 25, 2025 meeting. Mr. Pinkston seconded the motion, which carried unanimously (5-0). (Mr. Richardson and Mr. Sanders were absent)

4. RECOGNITIONS

There were none.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Mawyer stated that this was a significant day as they completed the public hearings and approved budgets for the Authorities. He stated that they had introduced these plans to the Authorities earlier this year, and staff had been working on them since September of last year. He stated that they were pleased to have reached this point in the budget process.

Mr. Mawyer stated that at the Ivy Solid Waste and Recycling Center they continued to make progress with approximately 220 tons of waste processed per day, which was about 50% more than they were receiving four years ago and six times more than they received in 2018 when the new transfer station was built. He stated that they had a video that would show a fire on the floor of the

transfer station. He stated they would see the tractor run over the materials, and there was a fire due to a lithium battery.

Mr. Mawyer stated that they had had two floor fires and two trailer fires in the last month, all attributed to lithium batteries. He stated that they had a trailer destroyed in a fire and another trailer that caught on fire on its way to Henrico County.

Mr. Mawyer stated that in 2019, they had extensive damage to the transfer station from another fire. He stated that they were now bringing trailers out of the Transfer Station every night and storing them in the parking area to minimize the risk of fire damage to the building. He stated that Mr. McKalips was looking to find ways to minimize these fires, including a lithium battery disposal program. He stated that they were looking into offering a disposal site for people to dispose of lithium batteries and exploring the operational and budget implications.

Mr. Mawyer stated that they had a successful spring Special Collections season with almost 400 cars participating in the Electronic Waste Day. He stated that they had a successful Household Hazardous Waste Two-Day Event with over 1,100 customers. He stated they received 27,000 pounds of furniture and mattresses, and 16,000 pounds of appliances. He stated that 183 vehicles brought tires. He stated that they planned to continue these programs in the fall, which was included in the budget.

Mr. Mawyer stated that there had been discussions about expanding these programs to include more E-waste and HHW days, but they needed to consider the additional expenses involved. He stated that the combined cost of household hazardous waste and electronic waste for the three-day event was approximately \$80,000. He stated that although it was free to customers, the City and County shared these costs. He stated that they were pleased that the solar panel project at Ivy was underway. He stated that they had leased the property to a private vendor in 2017, and since then, the vendor sold the project to Dominion Energy.

Mr. Mawyer stated that Dominion was currently constructing solar panels on approximately 14 acres of the landfill cell. He stated that the top-left picture showed the gabion baskets, which were the foundations that the solar cells sat on. He stated that these structures did not impact the landfill cap. He stated that the project was expected to be completed this fall, generating approximately three megawatts of electricity which would be fed into the grid.

Mr. Mawyer stated that in the past month Mr. McKalips attended the Virginia Solid Waste Authorities meeting where a group of authorities discussed issues, challenges, and opportunities. He stated that Mr. McKalips also attended the Virginia Recycling Association annual conference in Charlottesville earlier this month, providing an opportunity for networking.

Mr. Andrews stated that it would be nice to see the yearly trends on household hazardous waste and electronic waste.

Mr. Mawyer stated they could provide those trends.

Mr. Gaffney asked if the lithium battery issue was happening across the country.

Mr. Mawyer stated that it was.

Mr. McKalips stated that it was big problem throughout Virginia and across the nation. He stated that their hauling companies lost about two trailers per month due to fires.

Mt. Gaffney asked if everyone was going to implement a lithium battery collection program.

Mr. McKalips stated that it had been a disjointed response. He stated that Republic Services and other providers wanted a unified response across the state and nationally.

Mr. Mawyer stated that they would coordinate with the network they had and explore the possibility of finding a common solution.

Mr. Mawyer stated that they were hoping that people would voluntarily bring the batteries to designated locations, similar to how they did with plastic goods and other recyclable products. He stated that this would be the focus of the media outreach and education efforts they planned, aiming to encourage and inform the public about the challenges and dangers associated with these batteries. He stated that if they were able to establish a disposal site, they would provide an alternative option for people to dispose of their batteries, rather than simply throwing them away in with their trash.

Mr. Mawyer stated that it was not foolproof, and they would not capture all of the batteries, but they could minimize the issue. He stated that the education program would need to inform people about what a lithium battery was, where it was commonly found, and which devices typically had those types of batteries.

6. ITEMS FROM THE PUBLIC

There were none.

7. RESPONSES TO PUBLIC COMMENTS

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 Solid Waste and Recycling

c. Staff Report on Administration and Communications

Mr. Sanders moved that the Board approve the consent agenda as presented. Mr. Andrews seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

9. OTHER BUSINESS

a. Presentation, Public Hearing, and Consider Vote to Approve: Resolution to Adopt the FY 2025- 2026 Rate Schedule and FY 2025 – 2026 Budget

Lonnie Wood, Finance and Information Technology Division Director, stated that the Authority provides several key services, with refuse disposal being the largest. He stated that they processed approximately 130 million pounds last year of municipal solid waste through the transfer station. He

148 stated that in addition, they offered post-closure landfill care, operated three recycling convenience
149 centers, and accepted vegetative debris to convert it into mulch. He stated that they also had a paint
150 collection program and a bulky clean fill program, in which they had processed about 284 million
151 pounds last year.

152
153 Mr. Wood stated that the budget objectives for this year include supporting the design and
154 construction of two new facilities: a new baling facility and the Northern Convenience Center. He
155 stated that they were also upgrading the scale house and converting garage space into administrative
156 space at Ivy. He stated that they were upgrading the charge ticketing system. He stated that long-
157 term planning for the transfer station facilities was funded in the budget. He stated that they
158 continued to replace equipment and assess the equipment's condition as part of ongoing
159 expenditures.

160
161 Mr. Wood stated that they had a permit modification to accommodate long-term remediation
162 management at the closed landfill. He stated there were no new positions in this year's budget. He
163 stated that they were anticipating a net loss of nearly \$5 million, a \$732,000 increase from last year's
164 net loss. He stated the shaded area at the bottom showed the breakdown of the net loss allocation
165 between the City, County, and UVA. He stated that these costs were allocated through various
166 agreements.

167
168 Mr. Wood stated that the budget changes to reach this \$732,000 additional deficit are shown on the
169 slide. He stated that they were implementing a \$2 per ton tip fee increase for MSW, which will
170 generate approximately \$200,000 in additional revenue. He stated that the bulky clean fill program
171 was slowing down, resulting in a reduction of \$125,000 in revenue. He stated that recycling
172 materials and material sales were also decreasing, primarily due to lower prices for fiber, plastic,
173 and cans. He stated that personnel increases were expected with a 3% merit and 2% COLA going
174 into effect next year. He stated that they had invested \$75,000 in new maintenance and groundwater
175 wells this year.

176
177 Mr. Wood stated that they had also allocated funds for engineering services to support the transfer
178 station's planning. He stated that the transfer station was wearing out faster than anticipated, so they
179 were planning future needs to keep that facility operating. He stated that the depreciation costs were
180 decreasing, resulting in a \$50,000 increase. He stated that dry hydrant and HHW costs were
181 increasing to approximately \$30,000 each, primarily due to the new paper sort facility. He stated
182 that the HHW program was a popular initiative, and the costs were increasing. He stated the MSW
183 contract costs were rising by approximately 3% per ton, resulting in an additional \$253,000 in costs
184 for next year.

185
186 Mr. Wood stated that administrative allocations were increasing, with roughly 90% of this increase
187 coming from the water and sewer authority charge. He stated that the largest changes in the CIP
188 were attributed to the paper sort facility and the Northern Convenience Center. He stated that the
189 remaining items were typically routine, including environmental initiatives, maintenance, and
190 stormwater improvements at community centers.

191
192 Mr. Pinkston asked where the debt service factored in.

193
194 Mr. Wood stated that the Authority had no debt service. He stated that in the past, they had
195 attempted to explore funding options, but it would have been too expensive. He stated that the
196 baling facility costs would be split between the City and the County. He stated that they would
197 direct the bill for reimbursement costs.

Mr. Wood stated that the two main projects they had recently discussed were the baling facility, which was being constructed in the back portion of the old landfill, and the Northern Convenience Center, which was in the planning stage. He stated that the solar panels were also being implemented. He stated that although they did not allocate significant funds for this project, it was a major construction undertaking that was currently underway. He stated that they had generated approximately \$40,000 in revenue from this project to date, and once it was operational, they would receive a one-time payment of \$100,000, followed by annual revenue of around \$11,000 to \$12,000.

Mr. Wood stated that the scale house at Ivy was approximately 15 to 20 years old and had served its purpose, requiring replacement or upgrade. He stated that they hoped the new charge capture system and ticketing system would help expedite this process by utilizing new saving measures and other account-related benefits. He stated that the proposed rate schedule included only two rate increases, which they had previously mentioned: a \$2 per ton increase in MSW and CDD rates, and all other rates would remain unchanged. He stated these rates had been advertised in the Daily Progress for this month. He stated that the final steps were to hold a public hearing, adopt the rates, and adopt the budget.

Mr. Gaffney opened the public hearing for comments from the public. There were no speakers, so he closed the public hearing.

Mr. Pinkston moved that the Board approve the rate schedule for fiscal year 2025-2026, effective July 1, 2025, by the Rivanna Solid Waste Authority. Mr. Andrews seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

Mr. Hicks moved that the Board adopt the fiscal year 2025-2026 budget. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

b. Presentation and Consider Vote to Approve: FY 2025- 2026 Personnel Management Plan Update: Leah Beard, Human Resources Manager

Leah Beard, HR Manager, stated that as part of the compensation study, a strategic plan and workforce development priority was to regularly review the total benefits package to ensure it was aligned and competitive with their peer organizations. She stated that after reviewing local organizations, they were proposing a couple of changes. She stated that first, they were increasing sick time accrual from 3.69 to 4.62 hours per pay period, equivalent to the City, which would equate to approximately 3 additional sick days per year for employees working an 8-hour schedule. She stated that this change would provide a significant benefit to their employees, particularly those who worked 12-hour shifts, as it would give them a substantial amount of sick time.

Ms. Beard stated that they were also requesting to match their VRS hybrid plan with their Plan 1 and Plan 2 plans. She stated that currently, hybrid employees were capped at 480 hours of sick time to carry from year-to-year, while Plan 1 and Plan 2 employees had unlimited sick time rollover each year. She stated that they were requesting to remove the cap for hybrid employees to ensure that their benefits were equal. She stated that they were also requesting to add paid parental leave, providing 80 hours of paid parental leave for individuals, with certain exclusions and requirements. She stated that the main requirement was that the leave should be used within the first 90 days of the birth or adoption.

Ms. Beard stated that this leave can be used in conjunction with short-term disability, paid time off, and accrued sick time. She stated that they were also requesting to increase the retirement payout for hybrid employees, replacing the current retirement service bonus of \$200 per year of service with a percentage of accrued sick time. She stated that they were also increasing the maximum payment for accrued sick leave from \$5,000 to \$6,500, which would be a percentage of the employee's time employed by them.

Ms. Beard stated that finally, they proposed two additional changes to the volunteer leave policy. She stated that they had incorporated this change over the past year and a half, and now they were refining the language to better define the eligible locations for using volunteer time. She stated that to align with the state's guidelines, volunteer time cannot be used at political organizations or religiously affiliated organizations. She stated that they were also establishing a minimum six-month requirement for employees to utilize this benefit. She stated that they were also adding a safety violation caveat to the disciplinary policy.

Mr. Pinkston asked why they proposed only 2 weeks of parental leave. He stated that UVA provided 8 weeks.

Ms. Beard stated that the City provided 2 weeks of parental leave, so that was why they proposed 2 weeks.

Mr. Pinkston asked for clarification about the safety caveat to the disciplinary policy.

Ms. Beard stated that adding a safety caveat to their disciplinary policy was because, in many cases, when someone had a safety violation, they received coaching. She stated that they wanted to include this in their policy to provide a progressive step for individuals who continued to have the same safety violation, ensuring they received more formal consequences if necessary.

Mr. Mawyer stated that they had a comprehensive disciplinary process in place. He stated that the steps included verbal warnings, followed by written warnings, and then increasing levels of suspension, culminating in termination if necessary.

Mr. Pinkston moved that the Board approve the recommended updates to the employee Personnel Management Plan to be effective on July 1, 2025. Mr. Dumars seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

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

There were none.

11. CLOSED MEETING

There was no reason to go into a closed meeting.

12. ADJOURNMENT

Mr. Andrews moved that the Board adjourn. Mr. Pinkston seconded the motion, which carried unanimously (6-0). (Mr. Richardson was absent)

297 Respectfully submitted,
298
299
300
301
302



Mr. Jeff Richardson
Secretary - Treasurer

