



CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
ANNUAL BOARD OF DIRECTORS MEETING AGENDA
AUGUST 20, 2010
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA

CALL TO ORDER

9:00 a. m.

CHAIRMAN'S AGENDA

CERTIFICATION OF QUORUM

ITEM NO.	Page(s)
1. Public Comment Period	
2. Minutes of the Regular Meeting of June 18, 2010	3 -13
3. Installation of Officers	
4. Chairman's Report	14 - 15
Consideration of Resolution of Appreciation for Marcia R. Phillips	
Consideration of Resolution 11-01 : Updating Signature Authority	

STAFF AGENDA

ITEM NO.

5. 2010 Program and Education Activity Presentation	
6. Curbside Recycling Program	
7. Curbside Education Advisory Committee	
8. Municipal Solid Waste (MSW) Program	
9. Consideration of Resolution 11-02 : Awarding the Contract for Collection and Processing of Lead Acid Batteries	16 - 17
10. Operations and Program Statistics	
11. Technical Advisory Committee Report	
12. Public Information	
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- 14. 2010 Audit
- 15. **Resolution 11-03:** Authorizing to Pick-up the Member Contributions of Plan 2 Employees to the Virginia Retirement System **25 - 26**
- 16. 20th Anniversary Celebration
- 17. Administrative
 - Personnel Changes
 - Upcoming Meetings:
 - ° Executive Committee.....September 9 – 12:00 p.m.
 - ° Technical Advisory Committee.....September 2 – 9:00 a.m.
 - ° Curbside Education Advisory Committee..... September 15 – 10:30 a.m.

OLD/NEW BUSINESS

- 18. Goals, Priorities and Objectives – Executive Committee Work Session September 9, 12:00p.m

ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF JUNE 18, 2010

The minutes of the regular Board of Directors meeting held June 18, 2010 are presented for your consideration and approval.

Recommended Action: Approve minutes.

Attachment

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING
JUNE 18, 2010
MINUTES
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Marcia R. Phillips (M-Chesterfield), Chair
Mark Kukoski (M-Richmond), Vice Chairman
Leigh Dunn (M-Goochland), Director
Robert L. Dunn (M-Chesterfield)
Robert C. Key (A-Chesterfield)
William E. Henley (A-Colonial Heights)
Steve Chidsey (M-Hanover)
William I. Mawyer, Jr. (A-Henrico)
John Fountain (A-Hopewell)
James H. Burrell (M-New Kent)
Michael D. Briddell (M-Petersburg)

MEMBERS/ALTERNATES NOT PRESENT

Matthew D. Benka (M-Richmond), Treasurer
Elliot Danburg (M-Powhatan), Secretary
Marcia E. Kelley (M-Henrico), Immediate Past Chair
W. C. Lawing (M-Ashland)
Josh Farrar (A-Ashland)
Jack Miniclier (M-Charles City)
John T. Bragg (A-Charles City)
Charles E. Dane (A-Chesterfield)
Howard Heltman (A-Chesterfield)
Paul E. Drumwright (A-Goochland)
Michael Flagg (A-Hanover)
Robert Setliff (M-Hanover)
Steve Herzog (A-Hanover)
Robert C. Whiteman (M-Henrico)
Gentry Bell (M-Henrico)
Arthur D. Petrini (A-Henrico)
Steve Yob (A-Henrico)
Phillip E. Elliott (M-Hopewell)
James Tacosa (A-New Kent)
William Riggelman (A-Petersburg)
Christopher Rapp (A-Powhatan)
William G. Kuthy (M-Prince George)
Bill Hamby, Jr. (A-Prince George)
Dexter White (M-Richmond)

Non Voting:

Staff:

Bernard B. Harris, Director of Operations
Nan B. Downey, Director of Administration and Finance
Nancy W. Drumheller, Public Information Coordinator
Reginald D. Thompson, Operations Assistant
Valerie Pegues-Johnson, Administrative Assistant

Guest

Chairman M. R. Phillips (M-Chesterfield) called the meeting to order at 9:00 a.m., without a quorum.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

Chairman Phillips opened the floor to receive public comment. With no requests from the public to address the Board, Chairman Phillips closed the public comment period.

Item No. 2, Minutes of the Regular Meeting of May 21, 2010, and Item No. 4, Nominating Committee Report were passed by due to a lack of quorum.

Item No. 3: Chairman's Report

Chairman Phillips informed Board members of the passing of Mr. R. L. Dunn's mother. Chairman Phillips noted that a basket of flowers had been sent on behalf of the Board and Authority staff. Mr. Dunn thanked the Board and CVWMA staff for the flowers and card he received and commented that he appreciates the kind words and prayers.

Proceeding, Chairman Phillips informed the Board that Mr. W. C. Lawing (M-Ashland) who was readmitted to the hospital due to complications from surgery, is recovering well and is in good spirits.

Continuing, Chairman Phillips commented that Authority Board meetings have come close to not having a quorum several times. Chairman Phillips asserted that when taking on the position of Board Chairman, one of her objectives was to ensure a quorum at monthly Board meetings of the Authority and that the Board should concern itself on what is the best way to conduct business. She stressed the importance of having a quorum at Board meetings to transact business.

Concluding, Chairman Phillips reported that during the previous two years, she has had the opportunity to work closely with CVWMA staff. She commented that the Authority's staff is probably one of the best team of responsible individuals, who during the daily operations of the Authority are quick to serve the public with integrity and mandate of the services they represent. Chairman Phillips asserted that it has been an honor to serve on Authority Committees and its Board, which she will continue as a member representative.

Item No. 5: Curbside Recycling Program

Mr. B. Harris, Director of Operations, directed the Board's attention to a PowerPoint presentation on Curbside Program information displayed in the front of the room. He reported that curbside collections for the month of May totaled 2,623 tons; a decrease of 5.9 percent from May 2009. Mr. Harris added that fiscal year-to-date, total collections are at 31,247 tons; a decrease of 1.7 percent from fiscal year 2009. He asserted that it is projected that the collection total will finish at around 34,000 tons.

Continuing, Mr. Harris reported that there were slightly fewer bin requests for the month of May; total count 934. He added that misses were down by 19 from May 2009 and noted that \$10 in penalties were assessed to Tidewater Fibre Corporation for late collections in May.

Concluding, Mr. Harris reported that in the face of all the confusion and calls to the Authority's Call Center regarding the shading error on the 2010 Curbside Recycling Schedule for the month of May, it did not have as much of an impact as anticipated on tonnage and set-outs. Mr. Harris asserted that the average Blue Friday pick up was approximately 155 tons; a difference of 165 from May 2009. He noted that Thursday, May 17 was the last day of curbside collection services for Goochland County residents.

Mr. R. C. Key (A-Chesterfield) informed the Board that Chesterfield County's Department of General Services will be sending out a press release on Friday, June 18 announcing changes to the County's curbside program and two convenience center operations.

Mr. S. Chidsey (M-Hanover) asked how many citizens of the County have "opted out" to date. Mr. Key responded roughly 200 from about 400 calls received through the County's Customer Service Department.

At this time one Board member arrived. Chairman Phillips verified that a quorum was present and asked the Board to revisit Chairman's Agenda Item No. 2 and Item No. 4.

Item No. 2: Minutes of the Regular Meeting of May 21, 2010

A motion was made by Mr. S. Chidsey (M-Hanover), seconded by Mr. R. L. Dunn (M-Chesterfield), and carried that the minutes of the May 21, 2010, Central Virginia Waste Management Authority (CVWMA) Board of Directors' meeting be approved as submitted.

Item No. 4: Nominating Committee Report

Election of Officers for 2010-2011

Chairman Phillips reported, on behalf of the Nominating Committee. The Nominating Committee presented a slate of officers at the Friday, May 21, 2010 Board of Directors' meeting for the ensuing fiscal year. She announced that the following members have been nominated to serve as officers of the CVWMA Board of Directors for fiscal year 2010-2011.

Chairman	Mr. Mark Kukoski	City of Richmond
Vice-Chairman	Mr. Gentry Bell	County of Henrico
Treasurer	Mr. Matthew D. Benka	City of Richmond
Secretary	Mr. Steve Chidsey	County of Hanover
Director	Ms. Leigh Dunn	County of Goochland
Immediate Past Chair	Mrs. Marcia E. Phillips	County of Chesterfield

With no further nominations from the floor, a motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. J. H. Burrell (M-New Kent), and carried to close the nominations. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. J. H. Burrell (M-New Kent) and carried to approve the slate as presented.

STAFF AGENDA

Item No. 6: Municipal Solid Waste (MSW) Program

Mr. R. Thompson, Operations Technician, reported that Republic Services' performance improved in the month of May with 162 misses and \$90 in penalties for the month, compared to 419 misses and \$710 in penalties in the month of April 2010. Concluding, Mr. Thompson noted that the improvement in performance comes after Republic Service readjusted service routes and added an additional truck to each day of the week.

Item No. 7: Consideration of Resolution 10-17: Amending the New Kent Convenience Center Contract

Mr. Harris directed the Board's attention to **Resolution 10-17** on page 16 of the agenda package. He reported that the resolution will authorize the Authority's Executive Director to execute an addendum to the Solid Waste Transfer and Disposal Service contract agreement to reflect a revised fee schedule to accommodate an additional compactor at the Route 612 Convenience Center located in New Kent County. Mr. Harris informed the Board that the Solid Waste Transfer and Disposal Service contract agreement between the Central Virginia Waste Management Authority (CVWMA), Waste Management of Virginia, Inc., and the County of New Kent was executed on July 1, 1994. In 2003 the contract was extended through June 30, 2013.

Continuing, Mr. Harris reported a need for an additional compactor at the Route 612 Convenience Center was identified by the County. This Convenience Center is one of four in New Kent County. Mr. Harris noted that the municipal solid waste tonnage at this particular location has significantly increased in recent years and that Waste Management has indicated a willingness to install and service a Marathon RJ-225 Compactor. The Marathon RJ-225 Compactor is similar to the existing compactor located at the Route 612 Convenience Center.

Mr. W. I. Mawyer (A-Henrico) asked who will pay the \$215 fee. Mr. Harris responded the fee will be paid by New Kent County on a monthly basis to the Authority.

Mr. S. Chidsey commented that this will be a small light weight compactor; volume and density wise.

Mr. J. H. Burrell (M-New Kent) asked if there was an immediate need to approve the resolution. Mr. Harris responded affirmatively. He added that there may be other matters involved in the process and that the County would like to ensure that this course of action does not delay any other matters that need to be fulfilled before moving forward with this process.

Mr. J. Fountain (A-Hopewell) asked why the Board's approval would be necessary for an action that only pertained to the County of New Kent. Chairman Phillips responded that it is a function for the CVWMA Board to approve Authority contracts or changes made to existing contracts.

Mr. Fountain asked if future contracts of this nature can exclude needing the Board's approval. Mr. Harris responded that jurisdictions can enter into a binding contract with a vendor without the involvement of the Authority; however, any contract which involves the Authority would require as affirmed by Chairman Phillips the Board's approval to enter into or change.

Mr. W. I Mawyer (A-Henrico) commented that the CVWMA provides regional volume contracting ability. He added that if participating jurisdictions independently entered into contract agreements, it would elude the cohesiveness of working with the Authority. Mr. Mawyer included that there are several benefits to being associated with the Authority, one of which include having a larger contractor base to procure from.

Mr. R. C. Key (A-Chesterfield) asked if the Executive Director could be granted the authority to make an independent decision in matters of this nature where a locality is responsible for the financial obligation of vendor services.

Mr. Mawyer responded that the Board could delegate a decision of this nature to the Executive Director; however, it becomes a question of whether or not the Board's decision would be in violation of the general covenants of the Authority. Mr. Harris responded that staff would review the governing documents of the Authority and follow up with the Board.

There being no further questions from the Board, Chairman Phillips opened the floor for a motion to approve **Resolution 10-17**. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. J. H. Burrell (M-New Kent) and carried that **Resolution 10-17** be approved as submitted.

Item No. 8: Consideration of Resolution 10-18: Amending the Safety-Kleen Household Hazardous Waste Contract

Mr. Harris directed the Board's attention to **Resolution 10-18** on page 18 of the agenda package. He reported that the Household Hazardous Waste Collection, Transportation and Processing contract between the Central Virginia Waste Management Authority (CVWMA) and Safety-Kleen Systems, Inc. and its affiliates was executed on July 1, 2009 and ends on June 30, 2014. Mr. Harris included that the contract includes a 5-year renewal option.

Proceeding, Mr. Harris reported that the original contract includes Category 1 materials and aerosols. He asserted that subsequent to the execution of the contract, several CVWMA member jurisdictions have indicated an interest in collecting additional household chemicals to include herbicides, pesticides, pool chemicals and mercury containing devices. Mr. Harris informed the Board that Safety-Kleen has expressed a willingness to perform this service, which would require an amendment to the Authority's contract with the vendor to reflect the pricing for these additional materials. Mr. Harris noted that if Safety-Kleen were to provide the additional service, it would require special packaging and transportation of materials. He added that information on fees can be found on page 17 of the agenda package.

Closing, Mr. Harris informed the Board that **Resolution 10-18** will authorize the Executive Director to execute an addendum to the Household Hazardous Waste Collection, Transportation and Processing contract and will update the list of collectable materials and fee schedule under the Special Project Service Agreement.

Chairman Phillips opened the floor for a motion to approve **Resolution 10-18**. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. S. Chidsey (M-Hanover) and carried that **Resolution 10-18** be approved as submitted.

At this time, two Board members left the meeting, resulting in no quorum. CVWMA staff proceeded with the agenda.

Item No. 9: Operations and Program Statistics

Solid Waste Management Plan Update

Mr. Harris reported that Authority staff recently issued a letter of consistency to SCS Engineers on behalf of Shoosmith Bros., Inc. for a Materials Recovery Facility (MRF) to be located at 11800 Lewis Road in Chester, Virginia. Mr. Harris informed the Board that this will allow for the reclamation of some recyclable materials from the waste stream potentially reducing the amount of materials that will be landfilled and increasing the amount recycled.

Norseman Environmental Products

Mr. Harris reported that Authority staff recently met with a representative of Norseman Environmental Products based in Toronto, Ontario. Mr. Harris included that the company's product portfolio includes curbside collection recycling bins and boxes, and organic recycling bins and carts. He added that their products also include the Earth Machine Backyard Compost Bin and the SYSTEMN Rain Barrel; both of which were displayed in the front of the room.

Concluding, Mr. Harris reported that the Counties of Henrico and Hanover have discussed holding a truck sale for Earth Machine Backyard Compost Bins and the SYSTEMN Rain Barrels. Mr. Harris informed the Board that Hanover County has scheduled a truck-sale event for Saturday, September 18 and will hold it at its Verdi Lane Convenience Center. Mr. Harris went on to report that the compost bin would be sold at a price of \$45 and the rain barrel would be sold for \$55. He noted that product sales would include applicable sales tax. Mr. Harris included that Mr. S. Yob (A-Henrico) expressed an interest in holding an event at a location in western and Eastern Henrico. He asserted that host localities would be at no financial risk for these events as the contractor will promote the events, conduct the sale, and will require no guarantees to the number of units sold. The host locality need only to provide a site. Mr. Harris noted that Authority staff will follow up with the contractor on scheduled event dates, keeping in mind that September 11 is NASCAR race weekend.

eCycling

Mr. Harris reported that he and Mrs. Hynes met with Mr. Preston Perrin, a representative for The Retail Merchants Association (RMA). He informed the Board that meeting discussions included the association's interest in holding a future eCycling event in the fall of 2010. Mr. Harris included that the proposed event site will be located on the corner of Monument Avenue and Willow Lawn Drive in Richmond. He noted that the association would like to promote the event to their small business members; however, would open the event to the public. Mr. Harris added that the details have not been finalized and that staff would keep the Board informed of any new information.

Moving on, Mr. Harris reported that Mr. S. Yob (A-Henrico) is working with the County's Police Department on coordinating a future document shredding event in the fall. He added that the proposed site for the event is the parking lot at the Virginia Center Commons (VCC) located at 10101 Brook Road in Glen Allen. Mr. Harris included that there is interest in combining this event with an eCycling event.

Program Statistics

Mr. Harris directed the Board's attention to a copy of the program statistics for May 2010, which was placed at each seat. He informed the Board that the drop-off tonnages have significantly decreased. He added that year to date; the drop off tonnage total is a decrease of 4.3 percent from last year. Mr. Harris commented that the numbers show the impact of two fire station closings in Henrico County. He included that staff has not received sufficient data for the County's curbside program to know if these closings have had an impact on the program.

Item No. 10: Technical Advisory Committee (TAC) Report

Mr. Harris presented the Technical Advisory Committee (TAC) report on behalf of Mr. S. Yob (A-Henrico), TAC Chairman. Mr. Harris reported that the TAC met on Thursday, June 3, 2010. He informed the Board that meeting discussions included much of the information reported on during the Board meeting. He added that Authority staff updated the committee on the status of the Lead Acid Battery Procurement, issued on May 17 with proposals due on June 14. Mr. Harris informed the Board that the selection committee was comprised of himself, Mr. Steve Yob, and Mr. John Fountain. He asserted that two responses were received and that Authority staff would present the Board with a resolution awarding the contract at the August 20 Board of Directors' meeting.

Concluding, Mr. Harris reported that discussions included an update of information on the audit process for CVWMA contractors. He added that members talked about the effectiveness of the audit form and process tested in May at Tidewater Fibre Corporation (TFC). Further discussions included Mr. Yob informing the committee of the June 14 meeting of the Waste Management Board at which time permit fees were to be determined. Mr. Harris informed the Board that a 79 percent increase from current levels was recommended to meet the Department of Environmental Quality's (DEQ) funding level specified by the recently enacted legislation. Mr. Harris noted that this change will likely affect CVWMA contracts as contractors pass these increased costs on, which they are permitted to do based on the clause in the contracts.

Item No. 11: Public Information

Mrs. N. Drumheller, Public Information Coordinator thanked Henrico County for the opportunity to display a curbside bulletin board in the lobby of its administration building. She informed the Board that this was done free of charge and was a great way to promote curbside and drop-off opportunities in a cost effective way. Mrs. Drumheller informed members of the Board that if their locality knew of a location in their jurisdiction where the same could be done to contact her with information.

Continuing, Mrs. Drumheller reported that the Authority's electronic newsletter had been recently distributed. She informed the Board that articles included information on the Regional Recycling Rate, the CVWMA's VRA award with WRIC Channel 8, its partnership to promote curbside recycling with WTVR Channel 6, and Household Hazardous Waste information.

Outreach

Mrs. Drumheller directed the Board's attention to a PowerPoint presentation on public outreach information displayed in the front of the room. She reported that Authority staff provided 18 presentations for the month of May and responded to 12 requests for materials. Mrs. Drumheller went on to report that Authority staff created a colorful curbside recycling insert to be placed in the *Richmond Times-Dispatch*. She asserted that the intent is to target zip codes, excluding apartments, in Henrico, Chesterfield, City of Richmond and Colonial Heights. Mrs. Drumheller added that staff is working closely with the City of Richmond and area churches in promoting the Authority's curbside program.

Continuing, Mrs. Drumheller reported that she and Ms. Darlene Mallory, Support Services Manager for the City of Richmond's Clean City Commission, participated in an event where curbside recycling bins were provided to citizens of an eligible household who expressed an interest in participating in the Authority's curbside program. Mrs. Drumheller commented that with the help of member localities and the public, public interest in recycling in lower participating areas has visibly increased. She added that Authority staff has been invited to several Vacation Bible Schools to provide information on curbside recycling and has been asked to do presentations for community groups in the City of Richmond and Colonial Heights. Mrs. Drumheller informed the Board that the progress of these efforts will be provided at a future meeting of the Board.

Authority Web site Update

Mrs. Drumheller reported that hits to the Authority's Web site are up by almost 1,000 since April. She also indicated that there were 887 downloads of the calendar for the month as well as 733 visits to the curbside online request form. Mrs. Drumheller commented that it appears that the public is using the Web site more and more for information.

Proceeding, Mrs. Drumheller reported that Authority staff continues to make enhancements to its Recycling Wizard. Staff has worked closely with Hanover County in updating their jurisdiction's information. She informed the Board that if there was any information their respective jurisdiction felt important to include or update on the Wizard, to contact a member of the CVWMA staff.

Mrs. Drumheller reported that calls to the Authority's Call Center were up 133 percent during the first two weeks in June. Representatives of the Call Center responded to over 2,400 calls compared to a little over 1,800 during this period in the 2008-09 fiscal year; these calls included 612 requests for bins.

Proceeding, Mrs. Drumheller reported that CVWMA partnered with WTVR Channel 6 to promote the Authority's curbside program. She informed the Board that the campaign included over 90 spots on television, and a video clip of the Richmond Flying Squirrels mascot, Nutzy. Mrs. Drumheller then presented the Board with a video clip of Mr. Bill Bevins (Lite98) which aired on *Virginia This Morning* on Wednesday, June 9 promoting the ease of recycling.

Concluding, Mrs. Drumheller informed the Board that the CVWMA has had several media opportunities that included the June 14 news segment on Chesterfield County curbside program, which featured Mrs. Hynes and Mr. C. Dane (A-Chesterfield). She included that she also gave an interview for NBC12 on June 9 to promote the curbside program. Mrs. Drumheller informed the Board that all promotional video clips are on YouTube linked from the CVWMA Web site.

Item No. 12: Financial Reports for May 2010

Mrs. N. Downey, Director of Administration and Finance, began her report by directing the Board's attention to pages 20-25 of the agenda package, which displayed the Financial Reports for May 2010. Mrs. Downey reported that the financial activities are consistent with previous months and the Authority continues to remain within total budget in all funds as of May 31, 2010. Mrs. Downey went on to report that the CVWMA has a combined net loss of about \$3,100 year-to-date and that all transfers approved at the May 21 Board of Directors meeting have been incorporated in the current month's financial statements.

Concluding, Mrs. Downey reported that an audit committee meeting is scheduled for June 30 at 9:00 a.m. with the Authority's auditor, Mr. John Montoro, audit partner with Cherry Bekaert & Holland, to plan for this year's upcoming audit.

Due to the lack of a quorum following the report on Public Information, the Financial Reports for May 2010 were tabled for approval at the August 20, 2010 Board of Directors' meeting

Item No. 13: Consideration of Resolution 10-19: Electing to Pick up the Full 5 Percent Member Contribution for New Employees

Resolution 10-19 recommends that the Central Virginia Waste Management Authority continue to pick-up the 5 percent member contribution for Plan 2 employees. Details of this information can be found on page 26 and 27 of the agenda package.

Due to the lack of a quorum, approval of Resolution 10-19 was tabled for approval at a Special Meeting of the Board or at the August 20, 2010 Board of Directors' meeting. Mrs. N. Downey informed the Board that she would contact the VRS to request an extension for Authority's submission of the information and would report back.

Item No. 14: Administrative

Holiday Schedule

Mr. Harris presented Administrative reports on behalf of Mrs. K. Hynes. He announced that the CVWMA administrative offices will be closed on Monday, July 5, 2009, in observance of Independence Day. Mr. Harris added that curbside recycling and municipal solid waste collection services will be provided on regularly scheduled days and that the Call Center would be staffed on that Monday to handle residential recycling and solid waste collection calls.

July Board Meeting Cancellation

Mr. Harris noted that the regularly scheduled Board meeting for Friday, July 16, 2010, was canceled with the adoption of the 2010 meeting calendar. He informed the Board that members would be mailed a reminder notice of cancellation with Authority information and program updates and that the Executive Committee will proceed with its plan to meet on Tuesday, July 6.

Adjournment

Due to lack of a quorum, the Central Virginia Waste Management Authority's Board of Directors' meeting for June 18, 2010 was adjourned until August 20, 2010.



CERTIFICATE

I, Mark Kukoski, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the June 18, 2010 regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. Given under my hand and seal of the CVWMA this 20th day of August 2010.

Mark Kukoski, Chairman

Resolution of Appreciation

Presented to

Marcia R. Phillips

**UPON COMPLETION OF HER SERVICE AS CHAIRMAN OF THE
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

WHEREAS, Marcia R. Phillips served as Chairman of the Central Virginia Waste Management Authority Board of Directors from July 2008 to June 2010; and

WHEREAS, Mrs. Phillips has served as a Member of the Central Virginia Waste Management Authority Board of Directors representing the County of Chesterfield since January 1992; and

WHEREAS, Mrs. Phillips has provided outstanding leadership with the Authority, serving on the Executive Committee since July 2004; and

WHEREAS, Mrs. Phillips has promoted regional cooperation by supporting Authority programs in the County of Chesterfield; and

WHEREAS, Mrs. Phillips has been instrumental in raising awareness about recycling opportunities throughout the region; and

WHEREAS, Mrs. Phillips's personal and professional commitment to the environment has been a benefit to the purpose of the Authority; therefore

BE IT RESOLVED, that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends Marcia R. Phillips for her outstanding service, efforts, and achievements as an invaluable leader to the Authority and upon completion of her term as Chairman, presents this Resolution as a token of esteem, and orders a copy to be spread upon the Minutes of this meeting.

Adopted this 20th day of August 2010

Attest: _____
Mark Kukoski, Chairman of the Board

RESOLUTION 11-01

A resolution updating signature authority, in accordance with the Bylaws of the Central Virginia Waste Management Authority (CVWMA), for disbursement checks and other disbursements.

WHEREAS, the Executive Officers of the CVWMA, duly recognized as the Chairman, Vice-Chairman, Secretary, and Treasurer, have authorization to sign checks, vouchers and other instruments of payment used to conduct the general business of the CVWMA; and

WHEREAS, the following Officers are, until succeeded by subsequent resolution, authorized to sign checks and other disbursements:

Mr. Mark Kukoski, Chairman
Mr. Gentry Bell, Vice-Chairman
Mr. Steve Chidsey, Secretary
Mr. Matthew D. Benka, Treasurer

WHEREAS, the Executive Director named herein shall remain as signer on all checks and other disbursements of the CVWMA:

Mrs. Kimberly A. Hynes, Executive Director

THEREFORE BE IT RESOLVED, that this resolution shall update the signature authority on the Central Virginia Waste Management Authority checking account. This resolution shall be in full force and effect upon its passage.

Adopted this 20st day of August, 2010

Attest: _____
Mark Kukoski, Chairman

CONSIDERATION OF RESOLUTION 11-02: AWARDING THE CONTRACT FOR COLLECTION AND PROCESSING OF LEAD ACID BATTERIES

A Request for Proposals (RFP 10-48) was issued on May 17, 2010 for Lead Acid Battery Collection and Recycling Services to include on-site loading, transportation and recycling of sealed and unsealed lead-acid batteries weighing two and one-half pounds or more. Bids were opened and read on June 14, 2010 at 2:00 p.m. CVWMA staff along with the Authority’s Technical Advisory Committee reviewed responses and recommended awarding the contract to Battery Barn of Virginia. The term of the contract will be for an initial period of five (5) years with an additional five-year renewal option. AERC Recycling Solutions was the only other firm that responded to the IFB. The responses to the IFB are:

Bidder	Revenue Offered (ea)	Fee Charged (per lb)	Comments
Battery Barn of Virginia, Inc. 124 E. Washington Street Petersburg, VA 23803	Small - \$0.75 Medium - \$2.00 Large - \$3.50 Extra Large - \$5.00		Subcontracted Services: Recycling smelting operations
AERC Recycling Solutions 116 Sylvia Road Ashland, VA 23005		Small - \$0.30 Medium - \$0.30 Large - \$0.30 Extra Large - \$0.30	\$105.00 +Collection Fee (depends on mileage); Packaged; \$40 demurrage after 30 minutes

Battery Size Definitions:

- Small – Greater than or equal to 2.5 lbs. and less than 15.0 lbs.
- Medium - Greater than or equal to 15.0 lbs. and less than 35.0 lbs.
- Large - Greater than or equal to 35.0 lbs. and less than 100.0 lbs.
- Extra Large – Greater than or equal to 100 lbs.

Resolution 11-02 is presented for your consideration. It would authorize the Authority’s Executive Director to execute a contract with Battery Barn of Virginia, Inc. Special Project Agreements would be developed between the CVWMA and the local participating jurisdictions interested in this service.

Recommended Action: Approval of **Resolution 11-02**

Attachment.

RESOLUTION 11-02

A resolution awarding a contract for lead-acid battery collection and recycling between the Central Virginia Waste Management Authority (CVWMA) and Battery Barn of Virginia, Inc. and the Special Project Service Agreements with participating local jurisdictions for a five (5) year term commencing on October 1, 2010.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 9 of the August 2010 Board Agenda outlined the proposed Lead Acid Battery Collection and Recycling Services between the CVWMA and Battery Barn of Virginia, Inc., and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract for Lead Acid Battery Collection and Recycling Services between the CVWMA and Battery Barn of Virginia, Inc., and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreements between the Central Virginia Waste Management Authority and member localities as requested, and

THEREFORE, BE IT RESOLVED, that this resolution shall be in full force and effect upon its passage.

Adopted this 20st day of August, 2010

Attest: _____
Mark Kukoski, Chairman

FINANCIAL REPORTS FOR JULY 2010

The financial reports for July 2010 are hereby submitted for review and consideration. The reports reflect the results of operations in the General Operating Fund, Curbside, Drop Off, MSW and Other Special Project Funds. The CVWMA has a combined net income of about \$465,000 for administration, operations and public information for the month. The annual operating fund contributions have been billed and recorded for the 2010 fiscal year. The General Operating Fund net income will decrease as the year progresses and expenses are incurred.

Recommended Action: Approval of July 2010 Financial Reports

Attachments.

Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses By Fund
July 2010

Summary - All Funds

	<u>Total</u> <u>Revenues</u>	<u>Total</u> <u>Expenses</u>	<u>Transfers</u> <u>In (Out)</u>	<u>Totals</u>
General Operating Fund	\$ 509,095	\$ 45,415	\$ -	\$ 463,680
Curbside Project Fund	465,430	463,825	-	1,605
Drop-Off Project Fund	54,940	51,632	-	3,308
Municipal Solid Waste Fund	315,314	317,543	-	(2,229)
CFC/HCFC	2,490	2,499	-	(9)
Special Waste Collections	398	422	-	(24)
Waste Tire Fund	9	17	-	(8)
Appliance and Scrap Metal Hauling	66,398	66,376	-	22
Other Projects	2,640	2,640	-	-
Yard Waste Projects	12,216	12,325	-	(109)
Waste Transfer & Disposal	188,013	188,427	-	(414)
	<u>188,013</u>	<u>188,427</u>	<u>-</u>	<u>(414)</u>
<i>Totals</i>	<u>\$ 1,616,943</u>	<u>\$ 1,151,121</u>	<u>\$ -</u>	<u>\$ 465,822</u>

<i>Capital Outlay:</i>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>	<u>Variance</u>
Computer equipment	\$ -	\$ -	\$ 1,000	\$ 1,000
Office equipment	-	-	1,500	\$ 1,500
<i>Total Capital Outlay</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,500</u>	<u>\$ 2,500</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2010

General Operating Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
<i>Revenues:</i>					
Annual Gov't Assessments	\$ 508,688	\$ 508,688	\$ 508,690	\$ (2)	0.0%
Miscellaneous/Other	\$ -	\$ -	\$ 1,000	\$ (1,000)	-100.0%
Interest on Investments	407	407	11,100	(10,693)	-96.3%
Sponsorships and Grants	-	-	-	-	0.0%
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Revenues	<u>509,095</u>	<u>509,095</u>	<u>520,790</u>	<u>(11,695)</u>	<u>-2.2%</u>
<i>Expenses:</i>					
Personnel services	27,613	27,613	324,740	297,127	91.5%
Fringe benefits	7,622	7,622	89,920	82,298	91.5%
Professional services	2,133	2,133	29,350	27,217	92.7%
Repairs and maintenance	-	-	2,650	2,650	100.0%
Advertising and promotions	15	15	1,250	1,235	98.8%
Materials and supplies	169	169	6,060	5,891	97.2%
Other services and charges	936	936	13,705	12,769	93.2%
Leases	5,509	5,509	37,115	31,606	85.2%
Depreciation	1,418	1,418	16,000	14,582	91.1%
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenses	<u>45,415</u>	<u>45,415</u>	<u>520,790</u>	<u>475,375</u>	<u>91.3%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ 463,680</u>	<u>\$ 463,680</u>	<u>\$ -</u>	<u>\$ 463,680</u>	
<i>Capital Outlay:</i>					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ -	\$ -	\$ -	
Office equipment	-	-	1,500	\$ 1,500	
Vehicular equipment	-	-	-	\$ -	
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2010

Curbside Project Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Project Service Fees	\$ 434,514	\$ 434,514	\$ 5,400,000	\$ (4,965,486)	-92.0%
Public Relations Assessment	14,877	14,877	185,000	(170,123)	-92.0%
Customer Service Assessment	15,125	15,125	196,000	(180,875)	-92.3%
Contract Admin Costs	-	-	1,000	(1,000)	-100.0%
Sponsorships and Grants	-	-	-	-	0.0%
Interest on Investments	914	914	29,500	(28,586)	-96.9%
	<u>465,430</u>	<u>465,430</u>	<u>5,811,500</u>	<u>(5,346,070)</u>	<u>-92.0%</u>
Total Revenues					
Expenses:					
Personnel services	14,718	14,718	168,310	153,592	91.3%
Fringe benefits	4,591	4,591	55,185	50,594	91.7%
Professional services	1,632	1,632	20,215	18,583	91.9%
Repairs and maintenance	-	-	1,765	1,765	100.0%
Advertising and promotions	1,110	1,110	67,000	65,890	98.3%
Materials and supplies	49	49	3,875	3,826	98.7%
Other services and charges	2,159	2,159	62,655	60,496	96.6%
Leases	4,535	4,535	28,495	23,960	84.1%
Depreciation	517	517	4,000	3,483	87.1%
Contractual services	434,514	434,514	5,400,000	4,965,486	92.0%
	<u>463,825</u>	<u>463,825</u>	<u>5,811,500</u>	<u>5,347,675</u>	<u>92.0%</u>
Total Expenses					
Transfers In (Out)					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals					
	<u>\$ 1,605</u>	<u>\$ 1,605</u>	<u>\$ -</u>	<u>\$ 1,605</u>	
Capital Outlay:					
Computer equipment	\$ -	\$ -	\$ 1,000	\$ 1,000	
Office equipment	-	-	-	\$ -	
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2010

Drop Off Project Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 50,634	\$ 50,634	\$ 585,000	\$ (534,366)	-91.3%
Materials Sales Rebate	4,264	4,264	33,000	(28,736)	-87.1%
Interest on Investments	<u>42</u>	<u>42</u>	<u>2,965</u>	<u>(2,923)</u>	<u>-98.6%</u>
Total Revenues	<u>54,940</u>	<u>54,940</u>	<u>620,965</u>	<u>(566,025)</u>	<u>-91.2%</u>
<i>Expenses:</i>					
Personnel services	503	503	5,910	5,407	91.5%
Fringe benefits	126	126	1,520	1,394	91.7%
Professional services	83	83	1,400	1,317	94.1%
Repairs and maintenance	-	-	115	115	100.0%
Advertising and promotions	5	5	250	245	98.0%
Materials and supplies	2	2	150	148	98.7%
Other services and charges	69	69	870	801	92.1%
Leases	210	210	1,000	790	79.0%
Contractual services	50,634	50,634	585,000	534,366	91.3%
Materials sales rebate	<u>-</u>	<u>-</u>	<u>24,750</u>	<u>24,750</u>	<u>100.0%</u>
Total Expenses	<u>51,632</u>	<u>51,632</u>	<u>620,965</u>	<u>569,333</u>	<u>91.7%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 3,308</u>	<u>\$ 3,308</u>	<u>\$ -</u>	<u>\$ 3,308</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2010

Municipal Solid Waste Fund

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Project Service Fees	\$ 312,486	\$ 312,486	\$ 3,890,325	\$ (3,577,839)	-92.0%
Customer Service Assessment	2,244	2,244	29,500	(27,256)	-92.4%
Contract Admin Costs	-	-	3,000	(3,000)	-100.0%
Interest on Investments	584	584	25,465	(24,881)	-97.7%
Total Revenues	<u>315,314</u>	<u>315,314</u>	<u>3,948,290</u>	<u>(3,632,976)</u>	<u>-92.0%</u>
Expenses:					
Personnel services	2,446	2,446	29,035	26,589	91.6%
Fringe benefits	787	787	8,455	7,668	90.7%
Professional services	420	420	7,170	6,750	94.1%
Repairs and maintenance	-	-	640	640	100.0%
Advertising and promotions	30	30	-	(30)	99.0%
Materials and supplies	12	12	1,135	1,123	98.9%
Other services and charges	405	405	5,145	4,740	92.1%
Leases	746	746	4,585	3,839	83.7%
Depreciation	211	211	1,800	1,589	88.3%
Contractual Services	312,486	312,486	3,890,325	3,577,839	92.0%
Total Expenses	<u>317,543</u>	<u>317,543</u>	<u>3,948,290</u>	<u>3,630,747</u>	<u>92.0%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (2,229)</u>	<u>\$ (2,229)</u>	<u>\$ -</u>	<u>\$ (2,229)</u>	
Capital Outlay:					
Computer equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	
Office equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2010

Other Special Projects

	<u>Month to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Total</u> <u>Budget</u>	<u>Variance</u>	<u>% Budget</u> <u>Remaining</u>
Revenues:					
Project Service Fees	\$ 205,452	\$ 205,452	\$ 3,760,000	\$ (3,554,548)	-94.5%
Materials Sales Rebate	66,397	66,397	155,000	(88,603)	-57.2%
Interest on Investments	315	315	13,905	(13,590)	-97.7%
Total Revenues	<u>272,164</u>	<u>272,164</u>	<u>3,928,905</u>	<u>(3,656,741)</u>	<u>-93.1%</u>
Expenses:					
Personnel services	300	300	4,000	3,700	92.5%
Fringe benefits	23	23	310	287	92.6%
Professional services	448	448	7,410	6,962	94.0%
Repairs and maintenance	-	-	655	655	100.0%
Advertising and promotions	-	-	-	-	100.0%
Materials and supplies	12	12	850	838	98.6%
Other services and charges	75	75	930	855	91.9%
Contractual services	205,452	205,452	3,760,000	3,554,548	94.5%
Materials sales rebate	66,397	66,397	154,750	88,353	57.1%
Total Expenses	<u>272,707</u>	<u>272,707</u>	<u>3,928,905</u>	<u>3,656,198</u>	<u>93.1%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (543)</u>	<u>\$ (543)</u>	<u>\$ -</u>	<u>\$ (543)</u>	

CONSIDERATION OF RESOLUTION 11-03: AUTHORIZATION TO PICK-UP THE MEMBER CONTRIBUTIONS OF PLAN 2 EMPLOYEES TO THE VIRGINIA RETIREMENT SYSTEM

The 2010 General Assembly created a separate retirement plan for local government employees hired after July 1, 2010, with no prior Virginia Retirement System (VRS) Service. These new hires will be subject to pay the 5 percent member contribution through salary reduction on a pre-tax basis, unless the CVWMA elects to pay this contribution as it does now for all current employees.

Internal Revenue Code § 414 (h) provides that a governmental employer may “pick-up” mandatory employee contributions and thereby cause the contributions to be made on a pre-tax basis. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up has been taken by the General Assembly with the Governor’s signature.

The legislation also permits each county, city, town, local public school board or other local employer to pick-up, in whole or in part (in 1 percent increments), the 5 percent member contribution as an additional benefit not paid as salary. The employer’s optional payment of the 5 percent member contribution may be phased in over a period approved by the VRS Board not to exceed 6 years and may only be made on a uniform basis for all its Plan 2 employees. The formal written action required by Internal Revenue Code § 414 (h) to effect the pick-up using the alternatives permitted by the legislation must be taken by the governing body of the specific employing entity and must be effective only on a prospective basis.

This only applies to employees hired after July 1, 2010, thus current employees are not affected by this change.

The attached resolution recommends that the Central Virginia Waste Management Authority continue to pick-up all of the 5 percent member contributions for Plan 2 employees and would be effective September 1, 2010.

Recommended Action: Approval of **Resolution 11-03**

Attachment.

RESOLUTION 11-03

A resolution authorizing the Central Virginia Waste Management Authority to Pick-up the Employee's Contribution to the Virginia Retirement System (VRS) under § 414(h) of the Internal Revenue Code for Plan 2 Employees.

WHEREAS, the Virginia General Assembly, in its 2010 session passed legislation creating a separate retirement plan for employees hired on or after July 1, 2010 (hereafter referred to as "Plan 2 Employees"). The legislation stipulates that Plan 2 Employees will pay their 5 percent member contribution and that, absent other action by the employer, such contribution will be paid through salary reduction according to Internal Revenue Code § 414 (h) on a pre-tax basis; and

WHEREAS, the legislation allows certain employers, including the Central Virginia Waste Management Authority to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary; and

WHEREAS, the election to pick-up and pay all or a portion of the member contributions on behalf of its Plan 2 Employees as an additional benefit not paid as salary shall, once made, remain in effect for the applicable fiscal year (July 1 - June 30) and shall continue in effect beyond the end of such fiscal year absent a subsequent resolution changing the way the 5 percent member contribution is paid; and

WHEREAS, employee contributions that are picked-up as an additional benefit not paid as salary are not considered wages for purposes of VA Code § 51.1-700 et seq. nor shall they be considered salary for purposes of VA Code § 51.1-100 et seq.; and

WHEREAS, the Central Virginia Waste Management Authority desires to pick-up and pay its Plan 2 Employees' member contributions to VRS as an additional benefit not paid as salary in an amount equal to (5%) of creditable compensation; and

WHEREAS, VRS tracks such picked-up member contributions and is prepared to treat such contributions as employee contributions for all purposes of VRS.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that effective the first day of September 2010, the Central Virginia Waste Management Authority shall pick-up member contributions of its Plan 2 Employees to VRS as an additional benefit not paid as salary in an amount equal (5%) of creditable compensation subject to the terms and conditions described above; and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the Central Virginia Waste Management Authority in lieu of member contributions; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the picked-up contributions made by the Central Virginia Waste Management Authority directly instead of having them paid to VRS.

Adopted this 20th day of August, 2010

Attest: _____
Mark Kukoski, Chairman