



CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING AGENDA
MARCH 16, 2012
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 February 17, 2012	3 - 12
3. Chairman's Report Resolution of Appreciation for Jack Miniclier	13

STAFF AGENDA

ITEM NO.	
4. 2012 Virginia General Assembly	14
5. Curbside Recycling Program	
6. Consideration of Resolution 17 : Extending the Contract for Disaster Recovery Services with Omni-Pinnacle and DRC	15 - 16
7. Consideration of Resolution 18 : Extending the Contract for Debris Management with SAIC	17 - 18
8. Operations and Program Statistics	
9. Technical Advisory Committee (TAC) Report	
10. Earth Day	
11. Public Information	
12. Financial Reports for February 2012	19 - 25



13. Administrative

Meeting Schedule

Technical Advisory Committee.....	April 5, 2012	9 a.m.
Executive Committee (Work Session)	April 5, 2012	10 a.m.
Board of Directors (Petersburg).....	April 20, 2012	9 a.m.

OLD/NEW BUSINESS

ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF FEBRUARY 17, 2012

The minutes of the regular Board of Directors' meeting held on February 17, 2012 are presented for your consideration and approval.

Recommended Action: Approve minutes.

Attachments

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING
FEBRUARY 17, 2012
MINUTES
2104 W. LABURNUM AVENUE
RICHMOND, VIRGINIA**

MEMBERS/ALTERNATES PRESENT

Voting:

Mark Kukoski (M-Richmond), Chairman
Steve Chidsey (M-Hanover), Vice Chairman
Marcia E. Kelley, Secretary
Marcia R. Phillips (M-Chesterfield), Past Chair
Lee Sloppy (M-Ashland)
John T. Bragg (M-Charles City)
Robert L. Dunn (M-Chesterfield)
William E. Henley (A-Colonial Heights)
Paul E. Drumwright (A-Goochland)
Wayne Hazzard (M-Hanover)
J. Allen Lane (M-Henrico)
Robert C. Whiteman (M-Henrico)
James H. Burrell (M-New Kent)
William Rigglesman (A-Petersburg)
Bill Hamby, Jr. (M-Prince George)
James Jackson (M-City of Richmond)

MEMBERS/ALTERNATES NOT PRESENT

Matthew D. Benka (M-Richmond), Treasurer
Leigh Dunn (M-Goochland), Director
Josh Farrar (A-Ashland)
Robert C. Key (M-Chesterfield)
Dr. Sheryl D. Bailey (A-Chesterfield)
Charles E. Dane (A-Chesterfield)
Tom Mattis (M-Colonial Heights)
Chip England (A-Hanover)
Arthur D. Petrini (A-Henrico)
William I. Mawyer, Jr. (A-Henrico)
Phillip E. Elliott (M-Hopewell)
David Fratarcangelo (A-Hopewell)
G. Cabell Lawton, IV (A-New Kent)
Elliot Danburg (M-Powhatan)
Christopher Rapp (A-Powhatan)
David Sutton (A-Prince George)

Non-Voting:

Jeff T. Howard (A-Chesterfield)
Michael Flagg (A-Hanover)
Jon Clary (A-Henrico)

Staff:

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

Guests

Gentry Bell
Carlton Zanders, Owner of Zan's Refuse

With a quorum in attendance Chairman M. Kukoski (M-Richmond) called the meeting to order at 9:03 a.m.

CHAIRMAN'S AGENDA

Item No. 1: Public Comment Period

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

Item No. 2: Minutes of the Regular Meeting of January 20, 2012

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico) and carried that the minutes of January 20, 2012, Central Virginia Waste Management Authority (CVWMA) Board of Directors' meeting be approved as submitted.

Item No. 3: Chairman's Report

Welcome Mr. Wayne Hazzard (M-Hanover)

Chairman Kukoski welcomed Mr. Wayne Hazzard (M-Hanover) as the newest member of the Authority Board of Directors representing Hanover County. Chairman Kukoski informed the Board that Mr. Hazzard currently serves on Hanover County's Board of Supervisors.

Chairman Kukoski thanked Mr. C. Rapp (A-Powhatan) for his agreeing to serve on CVWMA's Audit Committee. The Authority staff will soon initiate the selection process for an audit firm.

Resolution of Appreciation for Gentry Bell

Chairman Kukoski asked Mrs. N. B. Downey, CVWMA Director of Administration and Finance, to read the Resolution of Appreciation for Mr. Gentry Bell.

Proceeding, Chairman Kukoski presented Mr. Gentry Bell with a Resolution of Appreciation for his service to the Authority. Chairman Kukoski commented that it has been his pleasure to have worked with Mr. Bell over the last several years. He added that Mr. Bell had been instrumental in serving on the CVWMA Executive Committee and its Board of Directors and thanked him for his service and dedication to the Authority.

Mr. Bell thanked the CVWMA Board for their support and recognition. Mr. Bell indicated that it has been a pleasure and educational experience to work with members of the Board and staff.

The Resolution of Appreciation for Mr. G. Bell was unanimously approved and thus included in the minutes of the February 17, 2012 Board of Directors' meeting minutes.

Chairman Kukoski asserted that Mr. J. F. Miniclier, Jr. could not be present and asked that the Resolution of Appreciation for Mr. Miniclier be deferred until the March 16 Board of Directors' meeting. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mrs. M. R. Phillips (M-Chesterfield), Past Chair and carried.

STAFF AGENDA

Item No. 4: 2012 Virginia General Assembly Update

Mrs. Hynes directed the Board's attention to a handout placed at each seat which lists updated information on bills relevant to the Authority and/or member jurisdictions that have either passed or failed.

Mrs. Hynes reported that under signature of Chairman Kukoski letters were sent to each member of the House Appropriations and Senate Finance Committees urging restoration of the Litter and Recycling Fund money in the 2012, 2013 and 2014 budget, as directed the Board at its January regular meeting. Mrs. Hynes asserted that the letters were well received.

Mrs. Hynes reported that the budget document for 2012, 2013, and 2014 fiscal years will transfer funds from the Litter and Recycling Fund to the General Fund reducing the amount of funds distributed to jurisdictions for litter prevention and recycling programs. She added that there is an amendment on both the House and Senate side that would restore the funds and that any additional information will be reported to the Board at its March 16 meeting.

Continuing, Mrs. Hynes reported that there continues to be strong opposition against eliminating the Litter Control and Recycling Fund Board, which provides oversight to the Department of Environmental Quality (DEQ) for the distribution of money from the Litter Fund. Mrs. Hynes asserted that the Senate has made some adjustments to the reorganization plan that includes keeping the Litter Control and Recycling Fund Board. She stated that Authority staff will provide the Board with an update on these bills and other legislative activity at its next meeting.

Proceeding, Mrs. Hynes, directed the Board's attention to pages 15 through 17 of the agenda package where letters regarding SB 676, HB 913, and the Budget Bill (SB 30/HB 30) were drafted. She asserted that SB 676 will reduce the recycling rate reporting requirement from annual to every 4 years; HB 913 will make solid waste planning optional for localities and solid waste planning units and the Budget Bill includes moving \$2.3 million from the DEQ for administration of the tire program to VDOT for highway and road maintenance. Mrs. Hynes provided further synopsis on each bill and their effects. She noted that the bills have crossed over and that after discussions with the Authority's Executive Committee, letters were drafted stating the Authority's opposition to the bills and included in the agenda package for the Board's review and consideration.

Mr. R. L. Dunn (M-Chesterfield) recommended forwarding a copy of the letter regarding SB 676 to Members of the House Appropriation Committee. Chairman Kukoski responded affirmatively.

A motion was made by Mr. R. L. Dunn (M-Chesterfield) to proceed with notifying senators and delegates of the Board's position on SB 676. The motion was carried with 14 in favor, two dissenting Mr. S. Chidsey (M-Hanover), Vice Chairman and Mr. W. Hazzard (M-Hanover).

A motion was made by Mr. R. L. Dunn (M-Chesterfield) to proceed with notifying legislative committee members of the Board's position on HB 913. The motion was carried with 14 in favor, two dissenting Mr. S. Chidsey (M-Hanover), Vice Chairman and Mr. W. Hazzard (M-Hanover).

With no questions or comments from the floor, a motion was made by Mr. J. H. Burrell (M-New Kent), seconded by Mrs. M. E. Kelley (M-Henrico), and carried to proceed with notifying General Assembly members of the CVWMA Board's position on the Budget Bill relating to the Waste Tire Fund.

Mrs. Hynes reminded the Board of SB 497 Virginia Retirement System; local government and school board employees, contributions. Mrs. Hynes asserted that the bill requires that persons employed by local government or a school board be required to pay the five percent employee contribution to the Virginia Retirement System. She stated that state employees were given a 5 percent raise in the previous year which was applied towards their employee contribution to the VRS. Mrs. Hynes noted that this bill has passed the Senate and that there will be discussions in the future on how this will affect the CVWMA.

Item No. 5: Curbside Recycling Program

Mr. B. Harris, Director of Operations, reported that curbside collections totaled 3,055 tons for the month of January; an increase of 2.7 percent from January 2011 with one more collection day. He went on to report that this is the fourth month during the current fiscal year in which over 3,000 tons were collected. He included that a total of 20,505 tons were collected during the first seven months of the fiscal year; up 3.5 percent. Mr. Harris noted that last year's total was 19,811.

Continuing, Mr. Harris reported that the set-out rate was 37.3 percent for the month; 37 percent through the first seven months of the fiscal year. He added that the set-out rate last January was 39.9 percent. Bin requests for the month of January totaled 1,224 compared to 1,305 in January 2011. To date just under 1,900 carts have been sold. Mr. Harris went on to report that a homeowner in the Brandermill subdivision purchased a 95-gallon cart only to return it when informed by his homeowners association that he would need to have a corral built for the cart.

Reported misses were 426 for the month compared to 878 during January 2011. He asserted that misses were reported during the first week of January and that most of those were late set outs from customers who assumed that the collection week was on a slide schedule.

Concluding, Mr. Harris reported that there were no penalties assessed Tidewater Fibre Corporation for missed collections, another good month relative to missed collections.

Item No. 6: Consideration of Resolution 12-14: Amending the Contract for Residential Curbside Recycling Collection and Drop-off Program Processing Services

Mr. Harris reported that the Curbside Recycling Collection and Drop-Off Processing Services contract between Tidewater Fibre Corporation (TFC) and the Central Virginia Waste Management Authority (CVWMA) was initiated on July 1, 2009 and extends through June 30, 2016. He added that the contract currently provides for weekly or bi-weekly collection with TFC providing 24-gallon bins. He asserted that 96-gallon carts are available for use if purchased by program participants.

Mr. Harris reported that revisions are being made to the contract to amend the Base Residential Recycling Collection Services fee schedule which would include an option for bi-weekly collection with TFC providing 96-gallon carts for all participants in the participating local jurisdictions.

Mr. Harris asserted that **Resolution 12-14** will authorize CVWMA's Executive Director to execute a contract addendum with TFC to revise the fee schedule in the Curbside Recycling Collection and Drop-

Off Processing Services contract to reflect the option for bi-weekly collection with TFC provided 96-gallon carts. Special Project Service Agreements will be developed between CVWMA and the local participating jurisdictions.

Mr. W. E. Henley (A-Colonial Heights) asked if the understanding reflected in the resolution will include educational promotion, and tracking and implementing Recycling Perks Rewards Program. Mrs. Hynes responded affirmatively.

Chairman Kukoski opened the floor for a motion to approve **Resolution 12-14**. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. W. E. Henley (A-Colonial Heights) and carried that **Resolution 12-14** be approved as submitted.

Item No. 7: Municipal Solid Waste Program

Mr. R. D. Thompson, Operations Technician, reported that for the month of January, Allied Waste had 228 misses, the lowest reported monthly total of misses during the current fiscal year. Mr. Thompson added that the company accumulated \$60 in penalties.

Mr. Thompson went on to report that Allied Waste experienced some collection issues as a result of company trucks getting stuck in alleyways in Petersburg that they are required to service. He asserted that trucks which were in some instances towed after becoming stuck caused some minor damage to property belonging to residential homeowners and noted that Mrs. Hynes and Mr. Harris met with representatives for Petersburg to discuss the issue and possibly rerouting service from collection in alleyways to curbside collection.

Item No. 8: Consideration of Resolution 12-15: Extending the Contract for Textile Collection and Recycling Services

Mr. Harris reported that the Textile Collection and Recycling Services contract between Goodwill of Central Virginia and the Central Virginia Waste Management Authority (CVWMA) provides for an extension of the contract for an additional five-year period. He asserted that the current contract is for the five-year period beginning May 1, 2007 and extends through April 30, 2012.

Continuing, Mr. Harris reported that the textile collection and recycling program collected over 650 tons of material during the term of the contract. He added that the annual collections can be seen in the write-up found on page 20 of the agenda package. He informed the Board that Goodwill of Central Virginia has expressed interest in a contract extension for an additional five-year period based on the same terms and conditions.

Concluding, Mr. Harris asserted that **Resolution 12-15** found on page 21 of the agenda package will authorize CVWMA's Executive Director to execute a contract addendum with Goodwill of Central Virginia, to extend the Textile Collection and Recycling Contract. Addenda to the Special Project Agreements between CVWMA and the local participating jurisdictions will also be executed for the five-year renewal period.

Chairman Kukoski opened the floor for a motion to approve **Resolution 12-15**. A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico) and carried that **Resolution 12-15** be approved as submitted.

Item No. 9: Consideration of Resolution 12-16: Extending the contract for Propane Tank Collections Services

Mr. Harris reported that the Propane Tank Collection Services contract between the Central Virginia Waste Management Authority (CVWMA) and Massey, Wood & West provides for an extension of the contract for an additional five-year period. He asserted that the current contract is for the five-year period commencing on July 1, 2007 through June 30, 2012. Mr. Harris noted that the propane tank collection program has been very successful with nearly 16,000 tanks collected since the execution of the original contract with Massey, Wood & West in July 2002. Massey, Wood & West has expressed interest in a contract extension for five-year period based on the same terms and conditions.

Concluding, Mr. Harris stated that **Resolution 12-16** found on page 23 of the agenda package will authorize CVWMA's Executive Director to execute a contract addendum with Massey, Wood & West to extend the Propane Tank Collection Services Contract. Addenda to the Special Project Agreements between CVWMA and the local participating jurisdictions will also be executed for the five-year renewal period.

Chairman Kukoski opened the floor for a motion to approve **Resolution 12-16**. A motion was made by Mr. J. H. Burrell (M-New Kent), seconded by Mrs. M. R. Phillips (M-Chesterfield) and carried that **Resolution 12-16** be approved as submitted.

Item No. 10: Operations and Program Statistics

Mr. Harris directed the Board's attention to a copy of the program statistics for the month of January which was placed at each seat. He asserted that January was a very strong month for the Drop-off Program tonnage collecting 574.5 tons; up 7.1 percent from January 2011.

Proceeding, Mr. Harris reported that fire station # 9 located on Quioccasin Road in Henrico will be closing in mid March. He stated that the site will be relocated in the western part of Henrico off of Pump Road which is scheduled to open about the same time the Quioccasin Road location closes.

Spring eCycling Events

Mr. Harris reported that Chesterfield County held an eCycling event on February 4th at the Southern Area transfer station. He asserted that 15,441 pounds of material was collected during the event.

Proceeding, Mr. Harris noted that the following eCycling events have been scheduled for spring 2012:

- April 7 – Powhatan at the Fairground with Tires and Appliances
- April 14 – Henrico at Virginia Center Commons with Document Shredding
- April 14 – Henrico at St. Paul's Church located at 4247 Creighton Road
- April 28– Hanover at Verdi with Household Hazardous Waste and document Shredding
- April 28 – Henrico at the Twin Hickory Library

Mr. Harris noted that this information in addition to other information on eCycling events can be found on the CVWMA Web site.

Mr. Harris provided the Board with an update on the procurement for the convenience center hauling and disposal of municipal solid waste. Mr. Harris reminded the Board of contracts the CVWMA has

with Waste Management for convenience centers in New Kent, Goochland, Powhatan, and Chesterfield Northern Area in addition to a contract with Shoosmith, Inc. for Chesterfield's Southern Area convenience center; all of which expire on June 30, 2013.

Concluding, Mr. Harris reported that CVWMA staff met with representatives of the four localities to discuss the general process and schedule, along with locality specific issues. He noted that CVWMA staff will issue the Request for Proposal during May and expects to present the contract award resolution during the Board's August meeting.

Item No. 11: Technical Advisory Committee (TAC) Report

Mr. Harris presented the Technical Advisory Committee (TAC) report on behalf of Mr. W. Riggelman (A-Petersburg), Technical Advisory Committee Chairman. Mr. Harris reported that the TAC met in the CVWMA Conference room on Thursday, February 2, 2012. He asserted that the most of the discussions during the meeting were already reported on by Authority staff. Mr. Harris noted that January was the first month where results from revisions to the pricing structure on the Drop-off paper portion of the program were made available. He noted that the price per ton was up in January from December to \$75 per ton, resulting in \$14,000 in revenue for the month. In addition, more than \$1,000 was saved with the elimination of the \$7 processing fee on the co-mingle containers.

Concluding, Mr. Harris informed the Board of discussions regarding the possibility of doing procurement for emergency grinding where there is not enough damage to activate the Disaster Recovery contract, but the possibility of FEMA reimbursement for cleanup.

Item No. 12: Public Information

2012 Curbside Collection Schedule Slide

Mrs. N. W. Drumheller, Public Information Coordinator, directed the Board's attention to a slide presentation showing the impact to the Authority's Call Center after the 2012 Curbside Collection calendar mailings. She asserted that Authority staff continues to see an increase in the public visits to the CVWMA Web site and online customer service requests for bins, calendars, stickers, etc. Mrs. Drumheller went on to report that Web site visits increased during January 2012; up 32 percent from January 2011. She included that 749 e-mails were added to the Authority's e-mail reminder list during the month; the highest number in one month time period.

Proceeding, Mrs. Drumheller reported that there are over 12,000 e-mail addresses included in the Authority's curbside e-mail reminder database. She asserted that the e-mail addresses are also used to communicate information on other Authority programs, weather delays, and any impacts to daily routes. Mrs. Drumheller directing the Board's attention to a PowerPoint presentation reported that calls to CVWMA's Call Center vary each year not only due to the calendar mailing, but also inclement weather. She added that Curbside Collection Schedules not being delivered by the U.S. Post Office also generates more calls.

Proceeding, Mrs. Drumheller reported that the Authority's Call Center responded to 810 e-mail requests for curbside recycling bins, extra container stickers, and 2012 collection schedules. She asserted that the public continues to use online communication tools rather than calling in for information. Mrs. Drumheller noted that the "Use Yours or Ours" campaign message has been successful; over 1,100 extra container stickers were requested during the month of January from citizens who desire to use their

own receptacles. Mrs. Drumheller went on to report that Authority staff collaborated with WRIC TV 8 and John Bernier to promote the calendar for a two week period. The television spot placed emphasis on the “Yours or Ours” component of the campaign.

Mrs. Drumheller reported that the Authority’s February electronic newsletter was recently distributed. She asserted that the newsletter included articles on President’s Day (no collection delays); information on eCycling and Earth Day events; Plastic Bag Recycling, and an article titled “Life of a Beverage Container” (Coca-Cola). Mrs. Drumheller went on to report that on February 8th, Authority staff held an informative workshop attended by 24 guests, represented by 8 member localities, and included a presentation by Chesterfield County staff. Stephanie Hicks from Trex, a Winchester, Virginia based company that uses plastic bags to make plastic lumber products, Keep Virginia Beautiful who provided an update of information on the Great American Cleanup taking place later this spring also presented. Four representatives from Coca Cola were also there who presented and provided input.

Mrs. Drumheller went on to inform the Board that Authority staff received permission from two national groups, Project Learning Tree and Project WET, to make adaptations of their lessons with copyright permission. Each new lesson focuses on beverage containers and the benefits of recycling. She noted that most member jurisdictions were provided with an Amazing Journey kit at the education workshop. Mrs. Drumheller went on to report that an Earth Day poster was created for the Authority’s mascot, R3. The poster will replace the poster created for the Authority in 2003, which are no longer available. Mrs. Drumheller noted that a supply of the posters will be made available to member jurisdictions. She went on to report that the Chesterfield Utility bill stuffer project is due to start the first week of March and will be sent out to over 99,000 households.

Concluding, Mrs. Drumheller reported that Authority staff is working closely with Colonial Heights and their new municipal solid waste service provider on communication plans for the County’s new waste services program as well as the bi-weekly recycling collection and large recycling carts for Colonial Heights residents.

Item No. 13: Financial Reports for January 2012

Mrs. N. Downey, Director of Administration and Finance, directed the Board’s attention to pages 24-30 of the agenda package, which includes the Financial Reports for January 2012. She informed the Board that the financial activity is consistent with previous months and the Authority continues to remain within total budget in all funds as of January 31, 2012. The CVWMA has a combined net income of about \$153,000 year-to-date. Mrs. Downey noted that the CVWMA’s contract for audit services with Cherry, Bekaert & Holland, L.L.P has expired with no remaining renewals. Mrs. Downey noted that a request for proposals is being prepared for this year’s audit.

A motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mrs. M. R. Phillips (M-Chesterfield), and carried that the Financial Reports for January 2012 be approved, accepted, and filed as submitted.

Item No. 14: Administrative

Mrs. Hynes noted that the following meetings have been scheduled for the upcoming month:

Technical Advisory Committee (TAC) Meeting	March 1, 2012	9:00 a.m.
Executive Committee Meeting	March 5, 2012	2:00 p.m.
Board of Directors' Meeting	March 16, 2012	9:00 a.m.

Mrs. Hynes reminded the Board of upcoming discussion on the convenience center procurement. She asserted that the meeting will be held in the Authority's conference room immediately following the TAC meeting.

Mrs. Hynes reported that CVWMA will observe Presidents Day on Monday, February 20. She noted that CVWMA programs will not be impacted by this holiday and that the Authority's Call Center will be operational during normal working hours to respond to customer calls for the Curbside Recycling, Municipal Solid Waste, and other programs.

Concluding, Mrs. Hynes acknowledged a number of new Board members and alternates and asked that those present take the time to introduce themselves and welcome the new faces to the CVWMA Board. She asserted that an updated Board list with contact information will be sent in the upcoming days.

Old / New Business

With no further business to come before the Board, Chairman Kukoski opened the floor for a motion to adjourn the CVWMA Board of Directors' meeting at 9:53 a.m. The motion was made by Mr. R. L. Dunn (M-Chesterfield), seconded by Mr. R. C. Whiteman (M-Henrico), and carried that the February 17, 2012 Board of Directors' meeting be adjourned.



CERTIFICATE

I, Mark Kukoski, Chairman of the CVWMA certify that the foregoing minutes are a true and correct copy of the minutes of the February 17, 2012, regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held at 9:00 a.m., March 16, 2012. Given under my hand and seal of the CVWMA this 16th day of March 2012.

Mark Kukoski, Chairman

Resolution of Appreciation

Presented to

JOHN F. MINICLIER, JR.

UPON COMPLETION OF HIS SERVICE AS MEMBER OF THE
CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

WHEREAS, John “Jack” Miniclier has served as a Member of the Central Virginia Waste Management Authority Board of Directors representing the County of Charles City since January 2006; and

WHEREAS, Mr. Miniclier has provided outstanding leadership with the Authority, serving on the Nominating Committee in 2010; and

WHEREAS, Mr. Miniclier has promoted regional cooperation by supporting Authority programs in Charles City County; and

WHEREAS, Mr. Miniclier has been instrumental in raising awareness about the importance of solid waste planning and recycling opportunities throughout the region; and

WHEREAS, Mr. Miniclier’s personal and professional commitment to the environment has been a benefit to the purpose of the Authority; and

THEREFORE, BE IT RESOLVED that the Board of Directors of the Central Virginia Waste Management Authority recognizes, thanks and commends John F. Miniclier, Jr. for his outstanding service, efforts, and achievements as an invaluable leader to the Authority and upon completion of his service, presents this Resolution as a token of esteem, and orders a copy to be spread upon the Minutes of this meeting.

Adopted this 16th day of March, 2012

Attest: _____
Mark Kukoski, Chairman

2012 VIRGINIA GENERAL ASSEMBLY

As of February 15, 2012 all legislation has either passed the house it originated in or is now inactive. At the Board's direction at their meeting of February 17, the CVWMA wrote letters opposing SB676 (reducing the frequency of recycling rate reporting to every 4 years); HB913 (making solid waste planning optional); and opposing elimination of the tire reimbursement to end users. An update on the status of this legislation and the litter and recycling fund money is as follows:

SB676 would reduce the recycling rate reporting requirement from annually to every 4 years. This bill passed the Senate and was amended by the House Agriculture, Chesapeake and Natural Resources Committee: *Each solid waste planning unit or locality with a population of greater than 90,000 persons according to the most recent United States census shall prepare and submit a recycling survey report to the Department of Environmental Quality annually. Each solid waste planning unit or locality with a population of 90,000 or less according to the most recent United States census shall prepare and submit a recycling survey report to the Department of Environmental Quality every four years.*

HB913 would make solid waste planning optional for localities and solid waste planning units. This bill passed the House (64Y-34N), however was passed by indefinitely by the Senate Agriculture, Conservation and Natural Resources Committee.

Budget Bill – Tire Tax and Litter Fund Money – the Governor's biennium budget includes moving \$2.3 million from the DEQ for administration of the tire program to VDOT for highway and road maintenance and includes transferring about \$200,000 from the Litter Fund to the General Fund. The Senate budget includes amendments that restore both the waste tire moneys to DEQ and the litter funds that are distributed to jurisdictions. However, the Senate has not been able to pass a budget, and it does not appear that the House has included these amendments to the Governor's Budget.

An update of the above and other legislative activity will be provided at the Board meeting on March 16th.

CONSIDERATION OF RESOLUTION 12-17: EXTENDING THE CONTRACT FOR DISASTER RECOVERY SERVICES WITH OMNI-PINNACLE AND DRC

The Disaster Recovery Services contracts between the Central Virginia Waste Management Authority (CVWMA) and Omni Pinnacle, LLC and between CVWMA and DRC, Inc. provide for extension of the contracts for an additional five-year period. The current contracts are for the 5-year period beginning June 1, 2007 and extending through May 31, 2012. Both contractors have expressed interest in renewing the contracts.

These contracts provide that in the event of a disaster, natural or manmade, any participating local jurisdiction may select one of the Contractors, issue a 'Notice to Proceed' to activate the Contract and define the scope of the work they would like the contractor to perform. Disaster Recovery Services include the initial 70-hour 'push' for emergency road clearing as well as the ongoing collection, reduction and disposal of eligible debris. During the initial 5-year term of the contracts the contractors have assisted participating member jurisdictions as requested with planning, identification of TDSRS and disposal sites and training. Post event activities include assistance with the FEMA reimbursement process. Several localities activated the contracts to help with the Hurricane Irene clean-up.

Attached is **Resolution 12-17** authorizing the Executive Director to execute a contract addendum for Disaster Recovery Services with Omni Pinnacle, LLC and with DRC, Inc. Special Project Service Agreement Addenda will also be developed between CVWMA and the local participating jurisdictions interested in these services.

Recommended Action: Approval of **Resolution 12-17**

Attachment

RESOLUTION 12-17

A resolution amending the contract for Disaster Recovery Services between the Central Virginia Waste Management Authority and Omni Pinnacle, LLC and the contract between the Central Virginia Waste Management Authority and DRC, Inc. as well as the Special Project Service Agreements with participating local jurisdictions for an additional five (5) year term commencing on June 1, 2012.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 6 of the March 16, 2012 Board Agenda identified the mutual interest to extend the Disaster Recovery Services contract between the Central Virginia Waste Management Authority and Omni Pinnacle, LLC for a 5-year term; and

WHEREAS, the report included as Staff Agenda Item No. 6 of the March 16, 2012 Board Agenda identified the mutual interest to extend the Disaster Recovery Services between the Central Virginia Waste Management Authority and DRC, Inc. for a 5-year term; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract addendum for Disaster Recovery Services between the Central Virginia Waste Management Authority and Omni Pinnacle, LLC; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute a contract addendum for Disaster Recovery Services between the Central Virginia Waste Management Authority and DRC, Inc.; and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute Special Project Service Agreement Addenda 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 16th of March, 2012

Attest: _____
Mark Kukoski, Chairman

CONSIDERATION OF RESOLUTION 12-18: EXTENDING THE CONTRACT FOR DEBRIS MANAGEMENT WITH SAIC

The Debris Management Services Contract between the Central Virginia Waste Management Authority (CVWMA) and SAIC (formerly Beck Disaster Recovery, Inc.) provides for extension of the contract for an additional five-year period. The current contract is for the 5-year period beginning June 1, 2007 and extending through May 31, 2012. The contractor has expressed interest in renewing the contract.

The contract is for Professional Debris Management Services to include providing monitors, writing tickets, collecting data to assist participating local jurisdictions with audits of Disaster Recovery Services Contractor invoices and to facilitate FEMA reimbursements.

In the event of a disaster, natural or manmade, that requires the activation of the Disaster Recovery Services contract, SAIC will provide debris management services as requested. They will certify trucks for hauling debris, prepare tickets, advise on debris eligibility, monitor TDSRS (Temporary Debris Storage and Reduction Sites), assist with Right of Entry (ROE) programs, perform debris volume estimation services, and develop a database to include the necessary information to verify the invoices from the Disaster Recovery contractor and facilitate FEMA reimbursements. During the initial 5-year term of the Contract SAIC (Beck Disaster Recovery Services) has assisted participating member jurisdictions as requested with their Disaster Management Plans, helped identify TDSRS and disposal sites and conducted periodic training. Post event activities include assistance with FEMA dispute resolution and any necessary appeals.

Attached is **Resolution 12-18** authorizing the Executive Director to execute a contract addendum to renew the contract for Professional Debris Management Services with SAIC (Beck Disaster Recovery, Inc.). Additionally, Special Project Service Agreement Addenda will be developed between CVWMA and the local participating jurisdictions interested in these services.

Recommended Action: Approval of **Resolution 12-18**

Attachment

RESOLUTION 12-18

A resolution amending the contract for Professional Debris Management Services between the Central Virginia Waste Management Authority and SAIC (formerly Beck Disaster Recovery Inc.) and authorizing the Special Project Service Agreement Addendum with participating local jurisdictions for a five (5) year renewal period commencing on June 1, 2012.

THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY RESOLVES:

WHEREAS, the report included as Staff Agenda Item No. 7 of the March 16, 2012 Board Agenda identified the mutual interest to extend the Professional Debris Management Services between the Central Virginia Waste Management Authority and SAIC (Beck Disaster Recovery Inc.); and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to the contract for Professional Debris Management Services between the Central Virginia Waste Management Authority and SAIC (Beck Disaster Recovery Inc.); and

WHEREAS, the Executive Director is authorized, subject to General Counsel's review and approval, to execute an addendum to 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 16th of March, 2012

Attest: _____
Mark Kukoski, Chairman

FINANCIAL REPORTS FOR FEBRUARY 2012

The financial reports for February 2012 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 \$120,000 for administration, operations and public information for the remainder of the fiscal year. The CVWMA continues to remain within total budget in all funds as of February 29, 2012. The request for proposal for audit services was issued on March 5, 2012. The proposal should be submitted to CVWMA by 2:00 p.m. on March 30, 2012. The Audit Committee along with staff will review proposals.

Recommended Action: Approval of the February 2012 Financial Reports.

Attachments

Central Virginia Waste Management Authority
Summary Statement of Actual Revenues and Expenses By Fund
July 2011 – February 2012

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	\$ 518,342	\$ 358,458	\$ -	\$ 159,884
Curbside Project Fund	4,146,302	4,180,666	-	(34,364)
Drop-Off Project Fund	438,810	437,492	-	1,318
Municipal Solid Waste Fund	2,679,219	2,679,853	-	(634)
CFC/HCFC	11,142	11,199	-	(57)
Special Waste Collections	151,899	152,257	-	(358)
Waste Tire Fund	28,827	28,933	-	(106)
Appliance and Scrap Metal Hauling	215,292	215,579	-	(287)
Other Projects	11,660	11,660	-	-
Yard Waste Projects	501,428	502,514	-	(1,086)
Waste Transfer & Disposal	<u>1,421,060</u>	<u>1,425,643</u>	<u>-</u>	<u>(4,583)</u>
<i>Totals</i>	<u>\$ 10,123,981</u>	<u>\$ 10,004,254</u>	<u>\$ -</u>	<u>\$ 119,727</u>

<i>Capital Outlay:</i>	<u>Month to date</u>	<u>Year to date</u>	<u>Budget</u>	<u>Variance</u>
Computer equipment	\$ -	\$ -	\$ 1,500	\$ 1,500
Office equipment	-	-	1,500	\$ 1,500
<i>Total Capital Outlay</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2011 – February 2012

General Operating Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Annual Gov't Assessments	\$ -	\$ 515,894	\$ 515,895	\$ (1)	0.0%
Miscellaneous/Other	300	300	500	(200)	-40.0%
Interest on Investments	107	2,148	10,965	(8,817)	-80.4%
Sponsorships and Grants	-	-	-	-	0.0%
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>407</u>	<u>518,342</u>	<u>527,360</u>	<u>(9,018)</u>	<u>-1.7%</u>
Expenses:					
Personnel services	26,038	223,258	331,450	108,192	32.6%
Fringe benefits	7,730	70,626	90,650	20,024	22.1%
Professional services	859	20,578	32,325	11,747	36.3%
Repairs and maintenance	696	2,451	2,750	299	10.9%
Advertising and promotions	-	745	1,250	505	40.4%
Materials and supplies	786	2,979	5,610	2,631	46.9%
Other services and charges	562	7,559	13,305	5,746	43.2%
Leases	545	20,226	36,245	16,019	44.2%
Depreciation	1,253	10,036	13,775	3,739	27.1%
	<u>38,469</u>	<u>358,458</u>	<u>527,360</u>	<u>168,902</u>	<u>32.0%</u>
Total Expenses	<u>38,469</u>	<u>358,458</u>	<u>527,360</u>	<u>168,902</u>	<u>32.0%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u><u>\$ (38,062)</u></u>	<u><u>\$ 159,884</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 159,884</u></u>	
Capital Outlay:					
	Month to Date	Year to Date	Budget	Variance	
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><u>\$ -</u></u>	<u><u>\$ 1,500</u></u>	<u><u>\$ 1,500</u></u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2011– February 2012

Curbside Project Fund

	Month to Date	Year to Date	Total		% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Remaining</u>
Revenues:					
Project Service Fees	\$ 470,907	\$ 3,737,006	\$ 5,535,000	\$ (1,797,994)	-32.5%
Public Relations Assessment	15,198	121,723	183,500	(61,777)	-33.7%
Customer Service Assessment	16,053	127,905	194,000	(66,095)	-34.1%
96-gal Cart Revenue	11,796	126,932	-	126,932	0.0%
Contract Admin Costs	-	-	500	(500)	-100.0%
Sponsorships and Grants	-	27,500	35,000	(7,500)	-21.4%
Interest on Investments	337	5,236	6,560	(1,324)	-20.2%
Total Revenues	<u>514,291</u>	<u>4,146,302</u>	<u>5,954,560</u>	<u>(1,808,258)</u>	<u>-30.4%</u>
Expenses:					
Personnel services	13,588	113,872	165,630	51,758	31.2%
Fringe benefits	3,932	31,866	48,675	16,809	34.5%
Professional services	1,190	15,554	21,565	6,011	27.9%
Repairs and maintenance	353	923	1,875	952	50.8%
Advertising and promotions	7,348	92,668	112,000	19,332	17.3%
Materials and supplies	860	3,476	4,270	794	18.6%
Other services and charges	379	51,925	63,830	11,905	18.7%
Leases	87	14,344	27,915	13,571	48.6%
Depreciation	324	2,591	3,800	1,209	31.8%
Contractual services	470,934	3,737,033	5,535,000	1,797,967	32.5%
96-gal Cart Expense	16,194	116,414	-	(116,414)	0.0%
Total Expenses	<u>515,189</u>	<u>4,180,666</u>	<u>5,984,560</u>	<u>1,803,894</u>	<u>30.1%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (898)</u>	<u>\$ (34,364)</u>	<u>\$ (30,000)</u>	<u>\$ (4,364)</u>	
Capital Outlay:					
	Month to Date	Year to Date	Budget	Variance	
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 2011 – February 2012

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	\$ 53,191	\$ 407,613	\$ 600,000	\$ (192,387)	-32.1%
Materials Sales Rebate	16,657	31,022	30,000	1,022	3.4%
Interest on Investments	43	175	2,600	(2,425)	-93.3%
	<u>69,891</u>	<u>438,810</u>	<u>632,600</u>	<u>(193,790)</u>	<u>-30.6%</u>
<i>Total Revenues</i>					
<i>Expenses:</i>					
Personnel services	456	3,850	5,625	1,775	31.6%
Fringe benefits	104	848	1,415	567	40.1%
Professional services	27	732	980	248	25.3%
Repairs and maintenance	8	58	110	52	47.3%
Advertising and promotions	-	-	250	250	100.0%
Materials and supplies	83	132	125	(7)	-5.6%
Other services and charges	31	491	855	364	42.6%
Leases	3	660	740	80	10.8%
Contractual services	53,187	407,609	600,000	192,391	32.1%
Materials sales rebate	9,628	23,112	22,500	(612)	-2.7%
	<u>63,527</u>	<u>437,492</u>	<u>632,600</u>	<u>195,108</u>	<u>30.8%</u>
<i>Total Expenses</i>					
<i>Transfers In (Out)</i>					
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<i>Totals</i>					
	<u>\$ 6,364</u>	<u>\$ 1,318</u>	<u>\$ -</u>	<u>\$ 1,318</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2011 – February 2012

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	\$ 326,628	\$ 2,654,549	\$ 3,900,000	\$ (1,245,451)	-31.9%
Customer Service Assessment	2,335	18,713	29,000	(10,287)	-35.5%
Contract Admin Costs	60	2,950	3,000	(50)	-1.7%
Interest on Investments	223	3,007	7,100	(4,093)	-57.6%
Total Revenues	<u>329,246</u>	<u>2,679,219</u>	<u>3,939,100</u>	<u>(1,259,881)</u>	<u>-32.0%</u>
Expenses:					
Personnel services	1,179	9,763	14,870	5,107	34.3%
Fringe benefits	552	4,438	6,175	1,737	28.1%
Professional services	117	4,228	5,185	957	18.5%
Repairs and maintenance	50	369	690	321	46.5%
Advertising and promotions	-	93	250	157	99.0%
Materials and supplies	107	1,113	1,105	(8)	-0.7%
Other services and charges	191	2,738	5,175	2,437	47.1%
Leases	14	1,694	4,200	2,506	59.7%
Depreciation	122	969	1,450	481	33.2%
Contractual Services	326,627	2,654,448	3,900,000	1,245,552	31.9%
Total Expenses	<u>328,959</u>	<u>2,679,853</u>	<u>3,939,100</u>	<u>1,259,247</u>	<u>32.0%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ 287</u>	<u>\$ (634)</u>	<u>\$ -</u>	<u>\$ (634)</u>	
Capital Outlay:					
	<u>Month to Date</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>	
Computer equipment	\$ -	\$ -	\$ 500	\$ 500	
Office equipment	\$ -	\$ -	\$ -	\$ -	
Total Capital Outlay	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500</u>	<u>\$ 500</u>	

Central Virginia Waste Management Authority
Statement of Revenues and Expenses – Budget and Actual
July 2011 – February 2012

Other Special Projects

	Month to Date	Year to Date	Total	Variance	% Budget
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>		<u>Remaining</u>
<i>Revenues:</i>					
Project Service Fees	\$ 293,968	\$ 2,051,977	\$ 3,200,000	\$ (1,148,023)	-35.9%
Materials Sales Rebate	32,048	287,927	275,000	12,927	4.7%
Interest on Investments	98	1,403	8,885	(7,482)	-84.2%
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Revenues	<u>326,114</u>	<u>2,341,307</u>	<u>3,483,885</u>	<u>(1,142,578)</u>	<u>-32.8%</u>
<i>Expenses:</i>					
Personnel services	300	2,550	1,950	(600)	-30.8%
Fringe benefits	23	195	80	(115)	-143.8%
Professional services	133	3,891	4,740	849	17.9%
Repairs and maintenance	44	322	600	278	46.3%
Advertising and promotions	-	-	-	-	100.0%
Materials and supplies	93	367	690	323	46.8%
Other services and charges	63	569	825	256	31.0%
Contractual services	293,968	2,051,969	3,200,000	1,148,031	35.9%
Materials sales rebate	32,049	287,921	275,000	(12,921)	-4.7%
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenses	<u>326,673</u>	<u>2,347,784</u>	<u>3,483,885</u>	<u>1,136,101</u>	<u>32.6%</u>
Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	<u>\$ (559)</u>	<u>\$ (6,477)</u>	<u>\$ -</u>	<u>\$ (6,477)</u>	