



**Region 2000 Services Authority Board Meeting**  
Livestock Road Regional Landfill Office  
361 Livestock Rd, Rustburg, Virginia  
*Conference Room*

**April 22, 2015 - 3:00 p.m.**

## **Minutes**

### **Board Members Present**

Steve Carter ..... Nelson County  
Kim Payne..... City of Lynchburg  
Frank Rogers..... Campbell County  
John Spencer (for Aileen Ferguson) ..... Appomattox County

### **Others**

Robert Arthur ..... Region 2000  
Emmie Boley ..... Region 2000  
Gary Christie..... Region 2000  
Ted Cole..... Davenport & Assoc.  
Susan Cook ..... Region 2000  
Bob Dick ..... SCS Engineers  
Clarke Gibson ..... Region 2000  
Larry Hall..... Region 2000  
Brendon Hefty..... Hefty, Wiley, & Gore  
Lynn Klappich ..... Draper Aden  
Matt McLaren ..... Robinson, Farmer, Cox  
Rosalie Majerus ..... Region 2000  
Tim Mitchell ..... City of Lynchburg  
Alvin Rucker..... City of Lynchburg  
Clif Tweedy ..... Campbell County

### **1. Welcome and Approval of the January 14<sup>th</sup> Meeting Minutes**

Chairman Kim Payne welcomed everyone and opened the meeting at 2:00 p.m.

Upon a motion by John Spencer, seconded by Frank Rogers, the Authority approved the January 14<sup>th</sup> meeting minutes unanimously.

### **2. Auditor Report**

Matt McLaren, of Robinson, Farmer, Cox presented the results of the 2014 audit.

A motion was made by Frank Rogers, seconded by Steve Carter, to accept the auditor's report. The motion carried unanimously.

### **3. FY 16 Budget**

Clarke Gibson presented and reviewed the final proposed budget for FY 16 in the amount of \$7,204,632. He reported that there is no change in the tipping fees for members or businesses. The two contract rates are increasing to \$38.00.

Steve Carter asked that approval be deferred to the May meeting.

### **4. Financial Report**

Rosalie Majerus reviewed the current budget report. She advised that due to the drop in fuel cost, it has been recommended that excess funds budgeted for fuel be set aside in reserve to be used when the cost of fuel increases. The amount set aside is \$73,000.

Within the operating account is additional money, \$156,000 that the City had paid for the asset reduction, and in FY 13 \$67,000 that had been set aside for debt service reserve. She suggested using these funds to help pay down the internal loan debt.

The motion was made by Frank Rogers, and seconded by John Spencer, to apply these two funds to the internal loan debt. The motion was approved unanimously.

### **5. Odor Mitigation Proposals**

- Bob Dick, of SCS Engineers, gave a presentation on odor management and landfill gas control. He reviewed two work orders, one for odor investigation, and one for surface emissions monitoring. One action of the work order for odor investigation would be to act on behalf of the Authority to identify vendors that would come in to do a demonstration test to select the appropriate application.  
A gas extraction/carbon filtering system could probably be up and running within two to three weeks. Odor demonstration would probably be about one month.
- Tim Mitchell, Director of Water Resources from the City of Lynchburg, discussed land application of sludge.
- Lynn Klappich discussed an engineering concept paper regarding the establishment of a composting facility on site. She suggested tabling this issue until the July meeting so that she can come back with a more informed proposal for composting.

Frank Rogers made a motion, seconded by Steve Carter, to appropriate \$80,000 from reserve funds for a landfill gas pilot and odor study. The motion carried unanimously.

### **6. Liberty University Student Presentation**

A group of Liberty University students gave a presentation demonstrating a wireless traffic light system to be used at the landfill. They received a very positive response from the drivers.

### **7. Discussion on a Public Comment Period**

The motion was made by John Spencer, and seconded by Frank Rogers, to adopt the Citizen Comment Policy and the Public Hearing Policy as amended (see **Attachment 1** of these minutes). The motion carried unanimously.

## **8. Public Comment Period**

Bill Carwile addressed the odor issues at the landfill.

## **9. Consideration of Bank Bids for Next Cell Development**

Ted Cole presented options for the borrowing for the next cell development. The recommendation of Davenport is to move forward with BB & T for the placement of the 2015 bond.

## **10. Approval of a Reimbursement Resolution for 2015 Borrowing**

Frank Rogers asked that the record be clear that this borrowing is needed whether or not the lateral expansion is approved.

Steve Carter made a motion, with a second by John Spencer, to approve the financing resolution approving a revenue bond in the amount up to \$9,000,000 to be sold to BB&T and provide for the staff and chairman to execute the documents associated with the financing. The motion was approved unanimously.

## **11. Director's Report**

- Update on Lateral Expansion Permitting Process – two permits are needed. The Wetlands Mitigation Permit has already been received. The Solid Waste Permit Amendment also is needed.
- Wetlands Permit has been received.
- Tonnage is trending lower than last year, but is moving upward.

## **12. Election of Officers**

Election of officers was delayed until May 13th.

## **13. Setting of a special meeting to approve the Solid Waste Management Plan**

Frank Rogers made the motion, seconded by John Spencer, to hold that May 13 meeting at the Livestock Road Landfill. The motion was approved unanimously.

There being no further business, the meeting adjourned at 5:20 p.m.

The next meeting was set for May 13<sup>th</sup> at 2:00 p.m., at the Livestock Road Landfill.

## **Citizen Comment Policy**

The Region 2000 Services Authority welcomes public comments and establishes the following policies to incorporate public comments into the regular meetings.

Addition of a Citizen Comment section to the agenda:

The Services Authority shall set aside on the agenda for each regular meeting a citizen comment period of fifteen (15) minutes. Individual citizens shall limit their remarks to three (3) minutes each and to those matters that are within the scope and authority of the Services Authority. The Authority may elect to extend this time period with approval of a majority of its members. Citizens of the member jurisdictions and individuals who own businesses in the member jurisdictions will be allowed to address the Authority.

Citizens are encouraged to contact an appropriate member of the administrative staff or a member of the Services Authority to resolve issues prior to Council meetings. Citizens requesting to address the Services Authority must sign in prior to the beginning of the meeting.

The Chair or other presiding officer shall allocate the time among speakers in an equitable manner and by order of receipt of requests to speak. Each speaker shall be allowed to speak only once. Speakers will address the Council as a whole, not to individual members. The presiding officer shall enforce the observance of order and decorum and the rules of order.

The Chair or presiding officer may refer matters to appropriate Authority staff or members of the Council, or to an appropriate committee for further study. Any ruling by the presiding officer may be appealed to the full Authority in accordance with parliamentary procedures.

## **Public Hearings**

In the event of a scheduled public hearing, the citizen comment period will follow the public hearing and action on the public hearing issues. Comments on matters that are subject to a public hearing will not be allowed during the citizen comment period.

All public hearings will be held in facilities fully accessible to individuals with disabilities. Every reasonable effort will be made to accommodate individuals with disabilities who wish to participate in the public process. When possible the Authority will schedule public hearings and workshops in the late afternoon and early evening so those citizens that work can attend.

The Authority will also receive public hearing comments in writing on any public hearing action that may include but is not limited to: mail in letters and postcards, email, tape recordings, handwritten comments and or voicemail messages when feasible and/or appropriate.