



**Region 2000 Services Authority**

**Location**

Haberer Bldg.  
47 Courthouse Lane  
Rustburg, VA 24588

**Date | Time**

November 30, 2016  
2:00 p.m.

**Minutes**

**Board Members Present**

Susan Adams.....Appomattox County  
Steve Carter ..... Nelson County  
Frank Rogers, *Chair*..... Campbell County  
Bonnie Svrcek.....City of Lynchburg

**1. Welcome**

Frank Rogers welcomed everyone and called the meeting to order at 2:00 pm

**2. Approval of Minutes: August 24, 2016**

Upon a motion by Bonnie Svrcek to approve the minutes of August 24, 2016 as corrected in Item 5 to read “the policy should have term limits for the representative”, and seconded by Susan Adams, the motion carried.

**3. Public Comment Period – There were none.**

**4. Update on the work of the Solid Waste Planning 2030 Work Group**

Clarke Gibson explained that the purpose of the working group is to identify and evaluate options and to recommend the best solution for the region’s solid waste management practices beyond the current landfill’s permitted life, which is approximately 2030.

- 1) Gaynelle Hart reported that one of the first activities the group undertook was to conduct a number of public outreach activities. The first one was an informational forum on September 14. The purpose of the forum was to present an overview of the project and to educate the attendees on solid waste activities.

The second outreach activity was to conduct focus group meetings, with each jurisdiction having the opportunity to appoint up to 15 people to participate in the meetings. There were key questions and facilitators for these meetings. There were 21 participants for this activity, with participants from all four jurisdictions.

A website is available, [www.solidwastemanagement2030.com](http://www.solidwastemanagement2030.com), which contains all of the group’s meeting minutes, schedules, agendas, frequently asked questions, general information on solid waste, and a comment section. Survey results are also tabulated there.

One survey has already been conducted, with 56 responses. A second survey is currently being conducted about goals and criteria.

The last public outreach activity involved interviews by the group members with some of the top industries and institutions in the region.

Some of the public outreach themes are: waste reduction, promotion of recycling, responsibility to the region, minimizing impacts from landfills on nearby properties, interest in protecting public health, the environment and quality of life, and cost effective solution. People would like to see more education on solid waste impacts and how to reduce impacts of solid waste. Some people were interested in waste as a possible energy resource.

- 2) Candy McGarry reported that goals and objectives were developed from the above themes, derived from public outreach activities and worker discussions. The model used to evaluate the proposed options included: project goals which were defined, and each goal being assigned a percentage weight factor. Evaluation criteria for each goal was devised, and each criteria was also assigned a percentage weight factor. Measurements for each of the criteria are being developed in order to assess each of these, and facilitate comparison of future options.
- 3) Clif Tweedy reported that the first item identified included three basic options for disposal:
  - 1) Waste to energy option
  - 2) Landfill disposal option, with expansion on Livestock Road or Appomattox County landfills
  - 3) Transfer of waste outside of the region

Mr. Tweedy also reported that they looked at recycling and composting, which are called enhancements. These enhancements would reduce the amount of waste going into the landfill or being transferred.

Susan Adams asked the working group to provide a cost estimate to develop a new landfill.

Steve Carter suggested asking Amherst and Bedford if they would be interested in receiving waste from Region 2000. Authority members requested that the working group ask Amherst and Bedford if this is something they would consider when the Livestock Road Landfill closes.

Clarke Gibson advised that a second survey is now online. Over the next two months the working group will finalize the measurements for the criteria that has been identified, and bring back a recommendation regarding a future cost benefit evaluation model. Also, the options will be analyzed from the feedback received at this meeting. A scope of work and budget for the next phase will also be presented.

Steve Carter asked how the option of a transfer station would impact Nelson and Appomattox Counties. Mr. Gibson replied that it would be an individual member decision on how to move forward if the Authority decides to build a transfer station somewhere in the vicinity of the present landfill. Mr. Carter then asked if Nelson or Appomattox Counties would be considered as possible sites for a transfer station. Mr. Gibson replied that the group would be open minded; however feedback from private customers show that location of a waste disposal or transfer station is extremely important to them.

Mr. Gibson advised that in January the working group will bring Phase I back for approval and will begin to move forward with the next phase.

**5. Proposal to change the Operator I, II, III, & IV Employee Classification System to a single Equipment Operator category**

Clarke Gibson explained that for the last several years the current classification system has been causing confusion with both operators and pay discrepancies. Also, over the last year to 18 months he has been losing skilled operators to VDOT. For the last six months he has been looking at employee recruitment and retention enhancements. Mr. Gibson and staff are proposing to condense Operator I through IV into two positions. One would be an entry level maintenance position similar to the Operator I, and the other simply an equipment operator, combining Operator II through IV into one level. This proposal does result in an increase in the budget amount and is already included in the proposed FY18 budget. The additional payroll cost would be approximately \$1,600.00 to 1,700.00 per month. If approved, this proposal would be implemented in early 2017.

Bonnie Svrcek stated that she would like to see a broader market analysis comparing to VDOT. Staff added that an analysis of the Bureau of Labor & Statistics data for equipment operators in Lynchburg was also considered in the market study.

The motion was made by Bonnie Svrcek, with a second by Susan Adams, to move forward with the single equipment operator proposal. The vote carried, as follows:

Susan Adams – Aye  
Steve Carter – Aye  
Frank Rogers – Aye  
Bonnie Svrcek - Aye

**6. Financial Report**

Rosalie Majerus reviewed the financials included in the meeting packet. She reported that:

- Revenue generating tonnage is on plan.
- Cost of service is \$31.79 vs. a budget of \$28.75, showing that expenses are greater than planned.
- Fiscal policy states that there should be a 90 day estimated O & M reserve. Based on FY17 that amount would be \$819,000. Currently there is a shortfall in the O & M reserve. Clarke Gibson proposed looking at this policy and the calculations. Bonnie Svrcek asked staff to research best practices and present at a future meeting.
- \$245,000.00 of bond proceeds are not earmarked.

Ms. Majerus reviewed the proposed FY18 budget:

- Member tonnage will be coming down, due in part to the reduced amount of sludge brought to the landfill by Lynchburg.
- Market tonnage will stay about the same.
- Expenses will be going up, and cost of service will go from \$28.75 to \$30.50.
- Operating expenses will increase by 4.9%.

Steve Carter stated that he preferred to look at the proposed budget again at the January meeting.

**7. Proposed Policy for Refunds Related to Natural Disasters**

Gary Christie listed five different criteria that could determine what would qualify a jurisdiction for a refund:

- 1) Governor's declared state of emergency
- 2) Member jurisdiction meeting its budgeted tonnage amount
- 3) The refund is capped at \$50,000 per event per jurisdiction
- 4) Establish a separate reserve for this purpose and fund it
- 5) The jurisdiction has not had an opportunity for state or federal reimbursement

Frank Rogers also suggested the option of considering requests as they are presented.

Steve Carter suggested tabling the policy for future consideration. The Authority members agreed by consensus.

**8. Discussion on Citizen Representative to the Services Authority**

Steve Carter suggested that if we move forward with this, then each jurisdiction should have a representative. Bonnie Svrcek noted that we have initiated a public comment part of our Services Authority meeting and have moved the meetings to Rustburg as a way of engaging citizens and encouraging ongoing dialogue. Frank Rogers suggested that the Host Locality ought to have a citizen representative.

Bonnie offered a motion that the citizen representative on the Authority be created be a non-voting member. The motion was seconded by Frank Rogers, with the vote as follows:

Susan Adams – Nay  
Steve Carter – Nay  
Frank Rogers – Aye  
Bonnie Svrcek – Aye

The motion did not carry.

**9. Discussion on Update of the Property Value Protection Program**

Frank Rogers provided background on the Property Value Protection Program explaining that the Authority reviewed a proposal in April and received comments on the proposal from citizens from the neighborhood. During the summer he and Gary Christie have had meetings with a committee of concerned citizens on the matter. Mr. Rogers asked for a discussion about whether the Authority would proceed with considering this program.

Steve Carter indicated that he was opposed to the program, adding that Campbell County should address the neighbors' concerns since County's zoning allowed residents to live in close proximity to the landfill, and also Campbell County being the beneficiary of \$900,000 in excess revenue.

Frank Rogers reminded the Authority that Lynchburg and Campbell County provided capacity, and the other members of the Authority agreed to compensate for that capacity in the form of the excess revenue payment.

Susan Adams asked if it was necessary to vote on the excess revenue annually, as it was part of the original agreement. Bill Hefty advised that the agreement states that it does have to be voted on annually.

Bonnie Svrcek made the motion to proceed with exploring development of a Property Protection Plan, with a second by Frank Rogers. The motion was approved as follows:

Susan Adams – Aye  
Steve Carter – Nay  
Frank Rogers – Aye  
Bonnie Svrcek – Aye

The motion was made by Bonnie Svrcek, and seconded by Frank Rogers to authorize Frank Rogers and Susan Adams to work together, along with the Services Authority staff and residents, to craft a proposal to bring back to the Authority for consideration. The motion carried, as follows:

Susan Adams – Aye  
Steve Carter – Abstain  
Frank Rogers – Aye  
Bonnie Svrcek – Aye

#### **10. Director's Report**

- 1) Tonnage Report – Clarke Gibson reported that tonnage is slightly less than last year at the same time.
- 2) Gas Collection System Change Order #1 Information Item – Mr. Gibson announced the gas collection has been fully operational since November 17th. Gas extraction has been increased by almost 100% compared to the flaring unit they had been burning previously. They will continue to tweak the system, and are very pleased with the production from the unit.
- 3) Willow Lake Update – Clarke Gibson explained that Willow Lake is a subdivision a few miles down gradient from the landfill. During the construction of Phase IV there were several severe storm events. As part of the erosion control plan, they were required to put in small filter dams around three drop inlets that take water into the large sediment pond where the sediment settles out before it's released into the stream. However, the storm events exceeded the capacity of this system, and debris, straw, grass, and mulch clogged the drop inlets. Water went over the road, bypassed the pond, and proceeded into the creek feeding into Willow Lake. Calculations taking a worst case scenario came to approximately 20 yards of sediment that may have been deposited in Willow Lake from these storm events. He has estimated possibly a cost of \$2,000 to haul the sediment out.

Frank Rogers advised that he has met with the neighborhood in his capacity as County Administrator. Mr. Gibson added that the issue of how much sediment is involved and how much the expense would be to dredge the pond has not yet been settled. All issues related to this problem have been fixed to avoid a reoccurrence.

- 4) Mr. Gibson announced that beginning in January the Livestock Road facility will close at 12:00 p.m. on Saturdays.

11. **Other Items from Authority or Staff** – There were none.
12. **Adjourn:** The next meeting of the Services Authority will be on January 25.  
There being no further business, the meeting adjourned at 3:40 p.m.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_