



Location
 Haberer Bldg.
 47 Courthouse Lane
 Rustburg, VA 24588

Date | Time
 January 27, 2016
 2:00 p.m.

FINAL MINUTES

Board Members Present

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

Others

Robert Arthur Region 2000
 Emmie Boley Region 2000
 Gary Christie..... Region 2000
 Susan Cook Region 2000
 Robert Dick..... SCS Engineers
 Clarke Gibson Region 2000
 Larry Hall..... Region 2000
 Gaynelle Hart..... City of Lynchburg
 Bill Hefty Hefty, Wiley, & Gore
 Lynn Klappich Draper Aden Assoc.
 Rosalie Majerus Region 2000
 Candy McGarry Nelson County
 Clif Tweedy Campbell County
 Ashlie Walter News & Advance
 Felicia West Region 2000

1. Welcome

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

2. Public Comment Period

Jon Hardie, a Rustburg resident, spoke to the Authority, representing both himself and the Landfill Citizens Group. Mr. Hardie addressed odor issues that the residents living near the landfill are faced with.

3. Approval of Minutes of October 28, 2015

The motion was made by Frank Rogers to approve the October meeting minutes, with a correction to Item 5 relating to the vote to authorize completion of construction documents and bid of the lateral expansion. The vote was 3 to 1 in favor, not unanimous, with Frank Rogers voting against. John Spencer seconded the motion, and the minutes were unanimously approved as corrected.

4. Financial Report

Adam Duncan, of Robinson, Farmer, Cox Assoc. presented the Services Authority audit report for 2015.

The motion was made by John Spencer, and seconded by Frank Rogers, to accept the audit report. The motion was approved unanimously.

Rosalie Majerus reviewed the Year to Date Financials that were included in the meeting packet.

Kim Payne voiced confusion over the reimbursable position for the recycling program manager, split between Lynchburg and Campbell County. Emmie Boley explained that 40% of Diane Dodd's position as recycling program manager is billed to Campbell County and 40% to Lynchburg. Clarke Gibson explained that Ms. Dodd provides education regarding recycling upon request to schools and city groups. Also, each year she conducts a recycling survey. She sends out about 800 surveys each year and works with business to collect their individual recycling data. She compiles all of the information and prepares the recycling rate report that is sent to the DEQ each year. The mandated recycling rate is 25%, and last year the Region was over 30%.

5. Recent Odor Mitigation Efforts Update

Clarke Gibson gave a brief overview of efforts to date:

- a) Odor testing
- b) Pilot scale gas collection system
- c) Increased capacity of flare unit
- d) Odor neutralization misting system, evaluating three different systems
- e) Odor canon blowing mist over the perimeter
- f) Working face is covered daily with posi shell
- g) Run a dust control truck throughout the day, with an odor neutralizer added
- h) A 10 – 15 ft. berm has been built adjacent to the neighborhoods; increasing the size of the berm will be evaluated for odor control

Mr. Gibson asked the Authority to authorize purchasing of the misting system. Installation and equipment cost is approximately \$75,000. Annual operating cost is about \$75,000.

Bill Hefty advised that the system could be procured as a small purchase after obtaining three quotes.

Frank Rogers made a motion that staff be directed to proceed with acquisition of the misting system as discussed. The motion was seconded by John Spencer.

Steve Carter stated that Nelson County is not opposed to the mitigation of the odors, but is opposed to the whole collective system and the means that will be proposed to pay for it. He asked Bob Dick of SCS if he felt that this needed to be done now. Mr. Dick answered that he endorses the current motion to proceed with purchasing the misting system.

Clarke Gibson advised that there is available money in the 2015 Bond to purchase the misting system and get it running. Mr. Payne suggested that the Authority use the capital reserve fund.

Frank Rogers amended the motion to purchase the misting system, as soon as possible, and pay for it from the capital reserve. The motion was seconded by John Spencer, and the motion was approved unanimously.

A motion was made by Frank Rogers, and seconded by Steve Carter, to purchase two odor canons for \$50,000, also with capital reserves. The motion was carried unanimously.

Rosalie Majerus recommended taking funds from the Operational and Maintenance Reserve to pay for the additional capital cost incurred for the landfill gas pilot study.

Steve Carter made a motion, seconded by Frank Rogers to use the O & M Reserve for the additional \$34,724 already spent. The motion was unanimously approved.

Kim Payne asked for a complete report in April on the total spent to date on odor mitigation.

Frank Rogers stated that he would like to go on record as wanting the Authority to be the national leader in odor mitigation.

6. Gas Extraction System

Bob Dick gave a brief overview of his report on observations of the landfill operations, which included sampling of the landfill gas produced within the waste mass and a pilot study gas collection system. The conclusion that landfill gas is being produced by the accumulated biomass seems to be the predominant cause of malodorous odors from the facility. Among his recommendations, Mr. Dick suggested continuing with the strategies and technologies that are being both evaluated and pursued. He summarized by stating that the absence of a comprehensive full scale landfill gas collection and control system in Phase III continues to be needed and recommended.

Clarke Gibson reported that the summary from Burns McDonnell in regard to the 3rd party unsolicited proposal from SCS for a landfill gas collection and control system was that it meets the requirements of the Authority's adopted PPEA policy and recommends that we move forward with the procurement process for installing the permanent landfill gas extraction system.

Bill Hefty advised that the PPEA requires that the Authority advertise for at least 45 days for competing proposals. He recommended using an RFP.

Frank Rogers made the motion that the Board accept the unsolicited proposal of SCS Engineers for the implementation of a landfill gas collection and control system, which was submitted on October 26, 2015 pursuant to the guidelines adopted by the Board under the Public-Private Educational and Infrastructure Act of 2002, and authorize the staff to solicit competing proposals

pursuant to the guidelines through the use of competitive negotiation. A second to the motion was made by John Spencer, and the motion carried 3-0-1, with Steve Carter abstaining.

Clarke Gibson advised that there are available funds in the 2015 bond to install the system as proposed. Kim Payne suggested checking with bond council before April, to be sure that the bond allows for this.

Mr. Gibson also reported that he is recommending proceeding with the partial permanent cap for Phase III. At the April meeting he would like to bring an engineering proposal to begin the construction documents and the bidding process to install the partial permanent cap. Payment for this will come from the closure/post closure reserve funds.

Frank Rogers made a motion to approve proceeding with the partial permanent cap. A second was made by John Spencer, and the motion carried unanimously.

Clarke stated that he would ask Draper Aden to prepare a task order to begin the construction documents for the partial permanent cap for Phase III. Ideally the gas collection system would go in first, and the cap would be built around the gas system. He feels that the gas extraction system can be in by November/December of this year. Construction of the cap could probably begin the beginning of FY 2018.

7. General Operational/Financial Principles

Kim Payne thank Rosalie Majerus for drafting the document, and asked if anyone had any comments on them. Steve Carter offered that Nelson County is opposed to the hosting provision but is ok with everything else. He added that their attorney feels that the Authority cannot offer the hosting provision without amending the Member Use Agreement. Bill Hefty stated that his opinion is that the Authority can do this, if they so choose.

Mr. Payne noted that different tenses were used in the document. He advised that the present tense should be used consistently. In the first sentence on page 4, in reference to establishing tipping fees, it should be clear that the tipping fees are for the member localities. On page 5, in the paragraph beginning with excess revenue, he advised that the last sentence that talks about the host fee should be in a separate paragraph.

Mr. Payne suggested separating the paragraph referencing host fees, with the understanding there is some disagreement about it, with the understanding that this paragraph might be challenged.

A motion was made by John Spencer to adopt the policies as amended, and seconded by Frank Rogers.

Steve Carter asked what the basis, or formula, is for the host fee. Clarke Gibson answered that the host fee is typical for landfills. Mr. Carter disagreed with this premise.

The motion on the floor was then changed to remove the paragraph referencing the host fee, and the motion was unanimously approved.

A motion was then made by Frank Rogers to amend the policies to add the paragraph back in, and seconded by John Spencer. The motion carried 3-1, with Steve Carter opposed.

8. Bid results for New Cell IV

Clarke Gibson presented the bids for the New Cell IV and May 2015 Bond Funds. He reported that Sargent Corporation presented the low bid in the amount of \$5,689,301.90.

Frank Rogers expressed concern that the financial policies were not addressed with a little more certainty, and that the Authority is doing everything that it possibly could about odor before proceeding with additional construction.

The Authority offered an expression of support for the gas extraction system, without a formal vote. Authority members in favor of this show of support were Kim Payne and John Spencer. Not in favor was Steve Carter.

Steve Carter made a motion, seconded by Kim Payne, to accept the low bid. The motion was unanimously approved.

9. Reimbursement Resolution

Gary Christie advised that the Reimbursement Resolution was approved in concept in April, 2015, when the 2015 bond was approved. The actual paper document was included in the meeting packet.

Frank Rogers made a motion to approve the Reimbursement Resolution, which allowed for spending money from the capital fund and reimbursing the Authority with proceeds of the 2015 bond. Steve Carter seconded the motion, and the vote was unanimous.

10. Longer Range Solid Waste Disposal Options

Lynn Klappich, of Draper Aden Associates, reported that the current landfill will reach capacity somewhere in the 2027 – 2029 timeframe. In order to give the Authority time to plan and implement the next step relative to future disposal, the time to start planning is late 2016 – 2017. At the last meeting the Authority asked that she come back with a proposal outlining various steps that would need to be taken to implement the strategic planning process. She presented a work plan consisting of four tasks as follows:

- Task 1 – Establishment of Project Framework
- Task 2 – Technical Evaluation
- Task 3 – Financial and Non-economic criteria evaluation
- Task 4 – Final report preparation

The work plan would require a project team consisting of Draper Aden and two sub consultants working with the Authority staff. The efforts of the sub consultants would depend on what the Authority determines is important to evaluate. The two consultants include Burns and McDonnell and Coker Composting.

During the last meeting there was discussion about establishing a committee (working group) relating to the citizen's advisory group, establishing core principles and making sure before the planning process is launched that clear goals and objectives are established. Under the work plan, the Authority will be responsible for establishing a planning committee, would determine the most effective mechanism for citizen involvement, and would establish core principles, goals, and objectives. Ms. Klappich suggested looking into including other localities and institutions in the working group as discussed during the prior meeting.

Moving forward, Ms. Klappich felt that the committee may want to consider some kinds of waste reduction technologies in addition to disposal options.

Mr. Payne asked Ms. Klappich to firm up a proposal on Task 1. In the meantime, the planning committee would begin to meet.

Steve Carter made a motion to proceed with Task 1 with administrative approval. John Spencer seconded the motion, and it was approved unanimously.

Mr. Payne asked Gary Christie to send a message to other members of Region 2000 to inform them that we will begin this process and they are welcome to join the discussion.

11. FY 17 Budget Preliminary Review

Clarke Gibson presented the proposed FY 2017 budget at \$7,226,646 and summary. The proposed budget has no increase for the member or commercial tipping fee. The budget will be presented in April for final approval.

12. Director's Report

- a. Tonnage Report – tonnage is on target with the budget.
- b. DEQ Quarterly Report – Mr. Gibson will add this to the Director's Report at each meeting. The December 9 inspection showed that the landfill is in compliance.
- c. Air Permit for Lateral Expansion – The DEQ held a public hearing on January 6, and they received written and oral comments. They are in the process of addressing and responding to each of these comments. He is expecting the permit to be issued soon.

13. Comments from Members

- 1) Frank Rogers advised the Authority that at the next Campbell County Board of Supervisors meeting on February 2 Mr. Hardie will be presenting on behalf of the citizens' group.
- 2) Kim Payne advised that he has spoken with Clif Tweedy and Dave Owen about spending a day at the Livestock Road Landfill observing their operations and seeing whether or not they had any ideas.

There being no further business, the meeting adjourned at 4:20 p.m.

The next meeting will be held on April 27, 2016, 2:00 p.m. in the Haberer Building, Rustburg, Virginia.

Signed: Kimball Payne

By: L. KIMBALL PAYNE, III Title: CHAIR