

**MINUTES  
VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY**

**Williamsburg Municipal Building  
2<sup>nd</sup> Floor City Manager's Office  
401 Lafayette St  
Williamsburg, VA 23185  
10:00 a.m.  
August 5, 2016**

**IN ATTENDANCE:**

Mindy Conner	Mathews County
Tom Jones	City of Poquoson
Chip McDonough	City of Hampton
Marcia Jones	Middlesex County
Dan Clayton	City of Williamsburg
John Horne	James City County
Brian K. Woodward	York County

**ABSENT:**

Reese Peck	Essex County
Ken Griffin	King William County
Tom Swartzwelder	King & Queen County

**OTHERS IN ATTENDANCE:**

Stephen Geissler	VPPSA
David Magnant	VPPSA
Lisa Polidori	VPPSA

**1. PUBLIC COMMENT**

**2. MINUTES**

Dan Clayton moved that the minutes of the June 3, 2016 meeting be approved. Marcia Jones seconded and the motion passed unanimously.

### **Item No. 3. Election of Board Officers**

The proposed slate of officers for FY 17 was presented as follows:

**Chair:** **John Horne**  
**James City County**

**Vice Chair:** **Matt Walker**  
**Middlesex County**

**Secretary/Treasurer:** **Jason Mitchell**  
**City of Hampton**

Marcia Jones moved that the slate of officers be approved as presented; Dan Clayton seconded and the motion was passed unanimously. John Horne accepted the gavel from Mindy Conner. John Horne thanked Ms. Conner for her service during the last year.

### **PROJECT REPORTS**

#### **Compost Facility**

Attention was called to the minutes of the July 20, 2016 meeting of the Compost Facility Oversight Committee. David Magnant reported that:

- The facility received approximately 21,000 tons of incoming materials in FY16. These numbers are trending downward, and are approximately 7,000 tons less than they were to 4 years ago.
- Sales revenues are at \$453,500 which is below the established goal, but expenses have been kept lower than usual as well. This is mainly due to not being fully staffed, and low gas prices. Steve Geissler noted that low gas prices have also helped to offset higher than usual vehicle maintenance costs on the Middle Peninsula.
- Staff is currently working on bids for 2 wheel loaders and 2 pickup trucks that will be purchased in FY17.

Steve Geissler reviewed the vehicle and equipment replacement plan, which had already been discussed with the Compost Facility Oversight Committee. The schedule covers the next 8 years and includes a purchase of 2 pickup trucks and 2 loaders for the facility in FY 17, along with the disposal of one truck and 2 loaders. It also provides for a transfer of \$200,000 from the Compost Facility Fund Balance to the Compost Facility Site Improvement Fund.

When asked about reduced compost facility sales, Mr. Geissler said that while sales have not reached annual goals, they have been consistent from year to year. The sales goal for FY17 has been reduced from \$520,000 to \$480,000, which reflects a more realistic goal.

Chip McDonough moved that:

The proposed plan for vehicle and equipment replacement for the Compost Facility be adopted as proposed.

The disposition of the following through advertised sale, auction or sale as scrap with the method of disposition determined by the staff to receive highest revenue be authorized. All revenue to be deposited in Compost Facility equipment replacement fund.

- 1994 Chevrolet Pick Up
- Volvo L110E loader
- John Deere 644H loader

The use of up to \$612,000 from the Compost Facility Equipment Replacement Fund be authorized for the purchase of:

- One 4WD F350 Diesel Pick Up Truck OE
- One 2WD F350 Pick Up Truck OE
- Two wheel loaders similar to John Deere 724K

The transfer of \$200,000 from the Compost Facility Fund Balance to the Compost Facility Site Improvement Fund be authorized.

Brian Woodward seconded, and the motion was passed unanimously.

### **Transfer System**

There was no meeting in July, 2016 of the Middle Peninsula Transfer System Oversight Committee. David Magnant reported that:

- A Contractor is working on repairs to 88 front load cans, and will repaint all when repairs are completed.
- Staff is obtaining prices for leveling out the container storage area behind the Field Office.
- Two new trucks have been approved for purchase for FY17:
  - A roll off truck has been purchased using a previously approved bid
  - A bid for one front load truck is ready and will go out soon
  - Staff is working on bids for multiple compactors for both the convenience and transfer systems

Steve Geissler reviewed the purchases scheduled for FY 17 based on the vehicle and equipment replacement plan previously approved by the Board in October of 2015. For FY 17, the plan includes the purchase of a roll off truck, two compactors and two 40 CY open tops using funds from the Transfer System Equipment Replacement Fund, and three compactors, variable frequency drives, and two 40 CY open top containers using funds from the Convenience Center Equipment Replacement Fund.

Mr. Geissler suggested that a plan to repair and repaint containers on a regular basis be implemented in order to extend the life of the containers. A bid of \$37,922 has been approved for the painting and repair of 20 compactor cans and conversion and repainting of 88 front load solid waste containers to corrugated recycling containers, but still requires official Board approval. Mr. Geissler also said that truck prices have

increased and the use of funds from the Transfer System Equipment Replacement Fund will need to be adjusted.

Mindy Conner moved that the use of up to \$18,961 from the Convenience Center Equipment Replacement Fund and \$18,961 from the Transfer System Equipment Replacement Fund for repair and repainting of 20 compactor containers and conversion and repainting of 88 front load solid waste containers to corrugated recycling containers be authorized. Marcia Jones seconded, and the motion was passed unanimously.

#### **Drop Off Recycling**

Costs for FY 16 were less than budgeted- \$77,000 actual as opposed to \$80,600 budgeted.

#### **Household Chemical Collection**

Disposal costs were up by about \$33,000, but this is still within budget. There were 550 more vehicles in attendance in FY16 than in FY15.

#### **Computer and Electronics Recycling**

Computer weights are up from last year, but are down in comparison to recent years. The vehicle count is approximately the same as last year. This year, accepted items were limited to computers and accessories instead of a wide range of electronics and this may have affected weights as well.

#### **Curbside Recycling**

There will be a meeting with County Waste and VPPSA community coordinators on August 11, 2016 to discuss several service related issues.

Steve Geissler told the Board that former County Waste Supervisor Mike Sheehan had been replaced with Al Rhoem. A new route supervisor, Jeremy Ackins, is also being trained. While the number of misses still indicate that County Waste is doing a good job, it's not up to the standards that were in place under Mike Sheehan. In the City of Williamsburg, back door collections have been missed- but it's anticipated that the upcoming meeting will resolve this and other issues.

House counts have increased by nearly 700 over the course of FY 16- 400 in James City County, 10 in Poquoson, 252 in York and 26 in Williamsburg.

Overall, weights are down slightly.

### **5. COMPUTER RECYCLING**

Computer recycling services have been provided to residents of member cities and counties through agreements with a number of contractors since 2004. Versability, located in Hampton, (formerly the ARC of the Peninsula) has provided these services since 2013. The agreement expired on June 30, 2016.

In response to a Request for Proposals issued by VPPSA staff, two proposals were received to provide the service- Versability and eWaste Technologies, located in Richmond.

Based on a review of the proposals, eWaste Tech was selected to provide the service. Despite excellent references and current customers, eWaste was unable to provide insurance certificates as required and so the relationship with eWaste Tech has been terminated.

Staff has contacted Versability and pursued other options, but a suitable contractor has not yet been identified. It was recommended that Clean Harbors be used through the agreement for Household Chemical Services until an acceptable solution can be identified.

Chip McDonough moved that Clean Harbors be used to provide a onetime collection event at James City County on August 13, 2016, and that other options be pursued for the September 10, 2016 collection event in York County and other remaining events for 2016. Brian Woodward seconded, and the motion was passed unanimously.

The meeting was adjourned.

#### **6: NEXT MEETING DATE**

Williamsburg Municipal Building  
2<sup>nd</sup> Floor City Manager's Office  
401 Lafayette St  
Williamsburg, VA 23185  
10:00 a.m.  
October 7, 2016

Respectfully Submitted,

Jason Mitchell  
Secretary/Treasurer