

**MINUTES
VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY**

**February 7, 2018
9:00 a.m.
2nd Floor Conference Room
Williamsburg Municipal Building
Williamsburg, Virginia 23185**

IN ATTENDANCE:

Tom Jones	City of Poquoson
Jason Mitchell	City of Hampton
Grace Boone	James City County
Bobbie Tassinari	King William County
Matthew Walker	Middlesex County
Brian Woodward	York County

ABSENT:

Timothy Wilson	Essex County
Thomas Swartzwelder	King & Queen County
Mindy Conner	Mathews County
Dan Clayton	City of Williamsburg

OTHERS IN ATTENDANCE:

Vernon Geddy III	Geddy, Harris, Franck & Hickman
Stephen Geissler	VPPSA
David Magnant	VPPSA
Karen Plumley	VPPSA

Matt Walker called the meeting to order and welcomed Bobbie Tassinari, new County Administrator for King William County, and Karen Plumley with VPPSA

1. PUBLIC COMMENT

There was no public comment.

2. MINUTES

Brian Woodward moved that the minutes of the December 1, 2017 meeting be approved. Jason Mitchell seconded and the motion passed unanimously.

3. PROJECT REPORTS

Compost Facility

The Compost Facility Oversight Committee scheduled to meet on January 17, 2018 was cancelled due to an impending weather event. David Magnant reported that:

- Staff is now debugging leaves; as of the end of December approximately 982 bags of leaves had been received at the facility.
- One of two Operator II positions has now been filled, the goal is to be fully staffed by the beginning of the summer.
- The Facility's mulch fines are being tested for playground use and will be required to pass the ASTM 1292 test (which measures shock absorption properties), and a metals test. The City of Williamsburg and James City County have both shown interest; the use of mulch fines as a playground surface material could provide significant cost savings.

Transfer System

Attention was called to the minutes of the January 19, 2018 meeting of the Transfer System Oversight Committee. David Magnant reported that:

- Metal rates for drop off recycling remain about the same
- Mixed paper rates and cardboard rates, while lower than in previous years, have remained consistent over the last few months.
- An open top container has been placed at a park in King William County for old playground equipment that is being torn down.

Household Chemical Collection

The first Household Chemical event for 2018 will be held in James City on February 10. Events will also be held on March 10 and March 17 in York County and Hampton, respectively. New signage for the events has been purchased to replace the old signs which had been in use for about fifteen years. The total number of vehicles at these events remains has remained relatively constant over the last several years.

Computer Recycling

The first Computer Recycling event will be in James City on February 10. Events will also be held on March 10 and March 17 in York County and Hampton, respectively. After reducing accepted materials to computer related items only for calendar year 2017, approximately 65K to 70K pounds of material were received.

Curbside Recycling

David Magnant noted that VPPSA was very pleased with the way County Waste handled the recent snow events in the area. Overall, the number of misses was low and any follow up that was needed in missed communities was handled well.

Grace Boone thanked Steve Geissler and staff for their efforts during the recent snow events.

Mr. Magnant said that the City of Williamsburg had requested that an open top be placed in the parking lot of the municipal building so that the City could drop off recyclables

collected by the City that was unable to be collected by County Waste because of the snow.

Drop Off Recycling

The budget numbers for FY18 appear to be on target. \$70,000 was budgeted for the year and year to date numbers are at \$32,000. Staff is optimistic that revenue will remain consistent.

4. AGREEMENTS FOR SOLID WASTE DISPOSAL SERVICES AND RECYCLING SERVICES

Steve Geissler told the Board that that VPPSA has provided solid waste disposal services to the Middle Peninsula Counties through agreements with privately operated regional landfills since 1993.

In April 2012, after a competitive procurement process, VPPSA entered into two-year agreements with provisions for two two-year renewals. All agreements were renewed in 2014 and 2016 and expire June 30, 2018.

A Request for Proposals (RFP) for Solid Waste Disposal Services and Recycling Services for the Middle Peninsula Counties was issued in December 2017. In response to the RFP, four proposals were received as follows:

- BFI Waste Systems of Virginia, LLC
- County Waste, LLC
- TFC Recycling
- Waste Management Disposal Services of Virginia, Inc.

Mr. Geissler reported that BFI Waste Systems of Virginia and Waste Management Disposal Services of Virginia have both increased their disposal rates by \$0.25 per ton. County Waste offered a disposal rate of \$49.00 per ton as well as payment of \$10.00 per ton for recyclables, when delivered to their facility. Steve Geissler said that the disposal rates received were very good, and that VPPSA is fortunate to have two landfills in it's service area that are in competition with each other. The disposal rates also show the power of procurement of services regionally.

A draft contract and a sample service agreement were included in each member's board packet.

Tom Jones moved that:

- The Agreement for Solid Waste Disposal Services be approved and, with revisions authorized by legal counsel, the Executive Director be authorized to execute Agreements with:
 - BFI Waste Systems of Virginia, LLC
 - County Waste, LLC
 - Waste Management Disposal Services of Virginia, Inc
- The Service Agreements for Solid Waste Disposal Services between the Counties of Essex, King William, Mathews and Middlesex be approved for distribution to the communities and, with revisions authorized by legal counsel, the Executive Director be authorized to execute the Service Agreements.

Jason Mitchell seconded, and the motion was passed unanimously.

5. AGREEMENTS FOR DEBRIS CLEARANCE, REMOVAL, REDUCTION AND DISPOSAL

Steve Geissler told the Board that VPPSA has made debris removal, reduction and disposal services available to all member cities and counties through agreements with independent contractors since 2003. In April 2013, VPPSA entered into five-year agreements with four contractors which expire on April 5, 2018.

A Request for Proposals (RFP) for Debris Removal, Reduction and Disposal Services was issued in December 2017. Rostan Solutions, Inc., one of the firms under contract with VPPSA to provide debris monitoring and planning services, was used to help develop the Request for Proposals.

In response to the RFP, four proposals were received as follows:

- AshBritt, Deerfield Beach, Florida
- J. B. Coxwell Contracting, Jacksonville, Florida
- CrowderGulf, Theodore, Alabama
- Phillips and Jordan, Knoxville, Tennessee

A sample Agreement without the exhibits and scope of services along with a sample Service Agreement was provided in the Board Package.

Mr. Geissler recommended that a review team be appointed and authorized to review the proposals and make selections to enter into agreements. Representatives of Hampton (Jason Mitchell), James City County (Jim Hill), Essex County (Tim Wilson) and York County (Brian Woodward) agreed to be part of the review team. VPPSA staff will also participate in the review.

Matt Walker asked that the review team ensure that each company submitting proposals has the capacity to handle a large area.

Grace Boone moved that:

- The review team appointed by the Chair to review proposals and make selections to enter into agreements to provide for Debris Removal, Reduction and disposal Services be authorized
- The Executive Director be authorized to execute agreements for Debris Clearance, Removal, Reduction and Disposal Services, with revisions approved by legal counsel, with the selected offerors.
- The Service Agreements be approved for distribution to the communities and, with revisions authorized by legal counsel, authorize the Executive Director to execute the Service Agreements.

Jason Mitchell seconded and the motion was passed unanimously.

6. PERMITTING AND CONSTRUCTION AND BID DOCUMENTS FOR THE MIDDLE PENINSULA VEHICLE MAINTENANCE BUILDING AND FIELD OFFICE

Steve Geissler said that work has been proceeding on a vehicle maintenance building for the Middle Peninsula for a number of years. Draper Aden recently completed preliminary plans, cost estimates and a project development schedule. At the January 19, 2018, meeting of the Middle Peninsula Oversight Committee, the results of this phase of the work was presented including the following:

- Site plan showing building location, site entrance, drainfield location, stormwater BMP and perimeter fencing.
- Building floor plan, elevations, and perspective views showing maintenance bays, wash bays, vehicle access doors to maintenance bays and office details including space for offices, dispatch area, kitchenette, training room and rest rooms, showers and lockers
- Project Cost Estimates
- Development Schedule
- Funding Proposal

The Committee agreed to move forward with the project to include the following tasks (Task Order Number 2):

- Geotechnical Investigation for Design
- Preparation of Construction Plans and Specifications and Bid Documents
- Permitting
- Bidding

A copy of the task order was provided in the Board Package.

Mr. Geissler stated that VPPSA has been in conversations with Draper Aden and their architectural sub-contractor and the costs for the above tasks (Task Order Number 2) will be \$84,357. This will be paid for out of the Board designated Vehicle Maintenance fund which has a current balance of approximately \$300,000.

Bobbie Tassinari moved that the Executive Director be authorized to execute Task Order Number 2 with Draper Aden. Brian Woodward seconded and the motion was passed unanimously.

7. GENERAL ASSEMBLY – LEGISLATIVE UPDATE

Steve Geissler said that there were no any bills currently being considered by the General Assembly that could have a significant impact on solid waste management and recycling in Virginia, but there were three bills of interest to VPPSA members:

- SB 139 Chesapeake Bay Watershed; imposes a tax on plastic bags provided to customers in certain localities.
- SB 193 Plastic Shopping Bags, Disposable; local option to distribute to consumers.
- SB 218 Recycling; clarifies definitions of “beneficial use” and recycling center, etc.

Mr. Geissler noted that plastic bag bills are introduced almost every year, but never seem to make it out of committee. The same could be said about previous bottle bills, but SB 218 has passed the Senate and is now in the House. Currently there are very few recycling programs in the country where there is a real beneficial use for glass, in fact some recycling programs have dropped glass recycling completely. In VPPSA's program, glass often ends up as roadbed for landfill, but it seems that SB 218 has generated some interest in using the glass for a higher purpose. As a note of interest, Mr. Geissler mentioned that Owens-Illinois, Inc. in James City County currently purchases their cullet from Iowa which is the closest state to Virginia to have a bottle bill.

8. EXECUTIVE DIRECTOR'S REPORT

Steve Geissler told the Board that he will continue to serve as a Board Member for the Old Dominion Chapter of SWANA for two more years (2018 and 2019).

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

After a brief discussion it was agreed to change the meeting time for future Board Meetings from 10:00 a.m. to 9:00 a.m.

Jason Mitchell commended VPPSA for the debris management contracts and how well they are managed.

David Magnant mentioned that there is a York County Tire Amnesty event coming up on April 21.

The meeting was adjourned.

NEXT MEETING DATE

April 6, 2017
9:00 a.m.
2nd Floor Conference Room
Williamsburg Municipal Building
Williamsburg, Virginia 23185

Respectfully Submitted,

Timothy L. Wilson
Secretary / Treasurer