

**MINUTES
VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY**

**Williamsburg Municipal Building
401 Lafayette St
Williamsburg, VA 23185
10:00 a.m.
April 3, 2015**

IN ATTENDANCE:

Reese Peck	Essex County
Tom Jones	City of Poquoson
Joseph M. Topham	King William County
John Horne	James City County
Chip McDonough	City of Hampton
Dan Clayton	City of Williamsburg
Tom Swartzwelder	King & Queen County
Mindy Moran	Mathews County
Mathew L. Walker	Middlesex County

ABSENT:

Brian Woodward	York County
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OTHERS IN ATTENDANCE:

Vernon Geddy III	Geddy, Harris, Franck & Hickman
Stephen Geissler	VPPSA
David Magnant	VPPSA
Lisa Polidori	VPPSA

1. PUBLIC COMMENT

Tim Lee of Tidewater Fibre Corporation said he had been requested by senior management to ask about an outstanding receipt due from VPPSA to TFC in reimbursement for Virginia sales tax. Steve Geissler responded and said that this payment had gone out in the mail the previous Tuesday.

2. MINUTES

John Horne moved that the minutes of the December 5, 2014 meeting be approved. Chip McDonough seconded and the motion was passed unanimously.

3. LANDFILL MONITORING FY 16

Mr. Geissler introduced Butch Joyce, John Westerfield, Jenny Johnson and Kristie Hooper, from Joyce Engineering. Steve Geissler said that VPPSA entered into an agreement with Joyce Engineering in June 2010 to provide landfill monitoring and post-closure care services. In June 2015, Joyce will complete a third five year agreement with VPPSA to provide these services.

Mr. Geissler told the Board that a Request for Proposals for Landfill Monitoring Services was recently issued by VPPSA on behalf of the five participating counties, and Joyce Engineering was the only company to submit a proposal.

VPPSA staff has reviewed the proposal, and discussed the submittal with Joyce Engineering personnel. Joyce has a proven track record over the past fifteen years of providing quality service at a reasonable cost, and has made significant progress toward controlling, and in some cases eliminating, the costs for post-closure care at the closed landfills.

The proposed Contract is essentially unchanged from the 2010 Contract. The only change is the addition of Section 1.3 which specifies the term of the Contract and includes provisions for renewals.

A summary of anticipated costs was provided which was included in the FY 16 budget approved by the VPPSA Board in December 2015. A sample service agreement for the proposed contract was also provided.

Butch Joyce thanked VPPSA and the Board for the opportunity to provide service over the last 15 years, and said that he and his staff had enjoyed working with VPPSA and its member communities. John Horne said he enjoyed working with the staff at Joyce Engineering, and appreciates the cost effective way in which they work to benefit the environment in James City County.

John Horne moved that:

- the Proposed Contract between VPPSA and Joyce Engineering be approved, and that the Executive Director be authorized to execute the Contract
- the Service Agreements between VPPSA and the five participating counties be approved and the Executive Director be authorized to execute the Agreements

Reese Peck seconded and the motion was passed unanimously.

4. PROJECT REPORTS

Compost Facility

Attention was called to the minutes of the March 18, 2015 meetings of the Compost Facility Oversight Committee. David Magnant reported that:

- Thanks go to the City of Poquoson for installing speed bumps at the Compost Facility.

- The last testing at the outfall of the sediment pond at the Compost Facility for the VPDES permit showed some minor exceedances for phosphorus and nitrogen. Modifications to the SWPPP have been made as required by the permit.
- The IFB for a Skid Steer Loader will go out next week.
- Year to date sales are just over \$250,000, which is about half of the yearly sales goal; the bad winter weather has had quite an impact on sales this year. There is plenty of material available for sale.
- All equipment is up and running with the exception of the McCloskey trommel screen which is still waiting for a new pump to be installed, and the old tractor- staff is working with Hampton to get the steering pump repaired.

Transfer System

Attention was called to the minutes of the January 9 and March 26, 2015 meetings of the Middle Peninsula Transfer System Oversight Committee. David Magnant reported that:

- Hours at the Center Cross Convenience Center in Essex County will be reduced to four-10 hours days per week effective July 1, 2015; these changes have been approved by Essex County. A new sign reflecting the changes will be made to install at the site.
- Convenience Center buildings have been replaced at three sites in Essex County: Champlain, Brays Fork, and Center Cross. The new buildings are much appreciated by the employees.
- Since there have been two unsuccessful salvage bids on the 2002 Mack roll off trucks, these will soon be placed online for auction with either Govdeals.com or publicsurplus.com.
- At a recent meeting of the Transfer Oversight Committee, after a summary presentation by Steve Geissler and much discussion, the Committee decided that it would not move forward with a materials recycling facility (MRF).

At the same meeting, it was agreed that a new vehicle maintenance facility is needed, and some of the member communities expressed an interest in using the facility to service county owned vehicles including school buses. Mr. Geissler has requested input from the Committee members on how to proceed with this project. Each community will need to decide whether or not their schools would be included.

Mr. Geissler recently provided each community with project balance information as a means of helping to determine where funds might be available. Reese Peck asked how the cost of the facility would be allocated as relates to the reserve fund balances. Mr. Geissler said that he has assumed that the total cost will be divided by five, but that funding could be arranged in whatever way the participating communities decided was most fair and equitable. Another factor to be considered would be whether or not servicing county vehicles and schools were included by one or all communities.

Tom Swartzwelder requested that no more engineering money be spent on this project until the Board had more information. Mr. Geissler noted that there is no money being spent at this time; all engineering work was completed a number of years ago after being approved by the Board in 2008.

Matt Walker suggested that representatives from all five counties on the Middle Peninsula attend the oversight committee meeting on May 8, for more discussion and in hopes of coming to an agreement.

Household Chemical Collection

David Magnant reported that the next event will be held in James City County on April 11 in James City County, and on May 9 and May 16 in York County and Hampton, respectively.

Steve Geissler provided the Board with a new disposal cost summary sheet, and said that with the projected year end balances, the communities of York, Poquoson, Williamsburg and Hampton would not receive 4th quarter invoices.

David Magnant said that Household Chemical vehicle counts were down at events in several of the communities.

Computer/Electronics Recycling

David Magnant reported that the next event will be held in James City County on April 11 in James City County, and on May 9 and May 16 in York County and Hampton, respectively.

David Magnant said that the number of vehicles is down slightly, but that material weights have gone down steadily over the last few years. This reduction in weight is likely because all of the old, heavy monitors are now gone, and the newer electronics being dropped off are so much lighter in weight. For example, the total weight of materials in FY 11 was 62,000 pounds and the total weight in FY 14 was 25,500 pounds. The number of vehicles was not much different, but there was a significant reduction in weight.

Curbside Recycling

David Magnant said that administrative assessment information has been provided to all of the coordinators, and this includes the information on misses. Mr. Magnant noted that he is happy with the service County Waste provides, and said that the contractor learned quickly from assessments charged in the early days of service. Financial assessments are charged for such things as repeat misses at a particular address, section misses, and exceeding the time frame allowed to go back and service a missed pick up.

Mr. Magnant addressed the issue of lower recycling weights, and said that after doing some research he feels that it is due to less packaging using lighter materials- less glass and more plastic, for example- and that plastic used in packaging is now thinner plastic than in years past. So while items may still be as bulky as before, their actual weight is less.

Drop Off Recycling

Drop off weights have gone up slightly; rates have been holding fairly steady and this is expected to continue.

6. HEALTH INSURANCE FY 16

Steve Geissler reviewed the proposed renewal rates received from The Local Choice Health Benefits Program for FY 16. The proposed rates reflect an increase of 11.25% for the Key Advantage with Expanded Benefits program and 8.75% for the Key Advantage 500 program. A second program has been offered since FY 05 in addition to the Key Advantage with Expanded Benefits Program. The Key Advantage 500 offers lower premiums but has reduced benefits with higher deductibles.

The proposed employee and employer contributions for FY 16 are consistent with the policy established by the Board in 2011.

The attached table (see last page) presents the monthly premiums for both the Key Advantage with Expanded Benefits program and the Key Advantage 500 program for FY 15 and FY 16 with the 11.25% and 8.75% increases applied to both the employee and employer contributions. Mr. Geissler said that for the upcoming plan year, each plan also offers a second option which provides preventive and diagnostic dental care only, instead of the comprehensive dental care which has always been included in both plans. Proposed rates are included for both options of each plan, and as instructed by The Local Choice, the employer contribution for the reduced dental coverage is the same as that for the comprehensive coverage.

In accordance with the Affordable Care Act, health insurance will be offered to all full time and eligible part time employees at the proposed rates. The proposed rates meet the affordability requirements of the Affordable Care Act.

The budget for FY 16 was prepared assuming an increase of 10% for health insurance premiums.

Mindy Moran moved that the proposal for Key Advantage with Expanded Benefits and Key Advantage 500 be accepted, and that the proposed employer and employee contribution for FY 16 to be withheld starting in June 2015 for July 2015 coverage. Tom Jones seconded and the motion was passed unanimously.

8. EXECUTIVE DIRECTOR'S REPORT

Steve Geissler reported that he and David Magnant attended the Southeast Recycling Conference for the first time, and that it had provided a different perspective than WasteCon which they usually attend each year.

The meeting was then adjourned.

9: NEXT MEETING DATE

June 5, 2015
10:00 am
Cooks Corner Office Complex
2893 General Puller Highway, Saluda

Respectfully Submitted,

John Horne
Secretary/Treasurer