

**MINUTES
VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY**

**Williamsburg Municipal Building
401 Lafayette St
Williamsburg, VA 23185
10:00 a.m.
April 1, 2016**

IN ATTENDANCE:

Reese Peck	Essex County
Chip McDonough	City of Hampton
Ken Griffin	King William County
John Horne	James City County
Dan Clayton	City of Williamsburg
Brian Woodward	York County
Mindy Conner	Mathews County

ABSENT:

Tom Jones	City of Poquoson
Tom Swartzwelder	King & Queen County
Mathew L. Walker	Middlesex County

OTHERS IN ATTENDANCE:

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

1. PUBLIC COMMENT

There was no public comment.

2. MINUTES

Chip McDonough moved that the minutes of the April 1, 2016 meeting be approved, with one noted correction on attendance (David Magnant was incorrectly listed as present). Dan Clayton seconded and the motion passed unanimously.

3. WORKERS' COMPENSATION, PROPERTY AND LIABILITY INSURANCE

As requested at the last meeting in February, John Newby of Commercial Risk Consultants, the VPPSA Risk Manager, invited both VACORP and VMLIP to provide quotes for insurance for FY 17. A package detailing assets requiring insurance coverage and other documents customarily used to solicit quotes was prepared and submitted to both organizations. Mr. Newby reviewed the summary table he prepared including varying limits for liability and Public Officials coverages. Since neither party would consider insuring the Worker's Compensation coverage separately, Mr. Newby recommended renewing with VACORP at the increased levels of coverage.

John Horne moved that the Executive Director execute the required documents from VACORP for workers' compensation insurance and property and liability insurance for FY 17, with increased liability limits to \$10,000,000 and Public Officials coverage to \$10,000,000. Reese Peck seconded and the motion passed unanimously.

4. LANDFILL MONITORING

Steve Geissler directed the Board's attention to Butch Joyce, Jennie Johnson, and John Westerfield from Joyce Engineering. Estimated costs of services for the five participating counties for FY 17 were provided by Joyce Engineering and included in the VPPSA Budget for FY 17 approved at the December 2015 Board Meeting. Steve Geissler said that these costs estimates had been updated and a proposal was provided in the board package. The proposal includes the base activities of groundwater and gas monitoring and additional activities in response to DEQ requirements and requests. The proposal also includes an estimate of anticipated fees payable to DEQ which have not been included in the VPPSA budget. These figures will serve as budget numbers once approved.

John Westerfield said that the only change to the proposal involved James City County, but the additional costs should help to shorten the length of post closure care, which is the goal for all of the communities. Mr. Westerfield presented a status report for all landfills in the program.

Brian Woodward thanked Joyce Engineering for doing such a good job.

Brian Woodward moved that the proposal from Joyce Engineering be approved for FY 17. John Horne seconded and the motion was passed unanimously.

5. HEALTH INSURANCE

Steve Geissler reviewed the proposed renewal rates received from The Local Choice Health Benefits Program for FY 17. The proposed rates reflect an increase of 4% for both the Key Advantage with Expanded Benefits program and 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; there are currently 7 employees who have this coverage.

In comparison with other member communities, VPPSA employees pay a higher portion of the cost for employee only coverage, but a lesser share for Employee + One and Family coverage.

Currently nearly 70% of employees are enrolled in this program, and of those, approximately 15% are enrolled in the less expensive Key Advantage 500 plan.

The proposed employee and employer contributions for FY 17 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 16 and FY 17 with the 4% increase applied to both the employee and employer contributions.

Mr. Geissler said that, just like last 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 employees who meet the average of 30 hours per week for the prior 12 months. The proposed rates meet the affordability requirements of the Affordable Care Act.

The budget for FY 17 was prepared assuming an increase of 10% for health insurance premiums.

Ken Griffin 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 17 to be withheld starting in June 2016 for July 2016 coverage be approved. Reese Peck seconded and the motion was passed unanimously.

PROJECT REPORTS

Compost Facility

The Compost Facility Oversight Committee meeting originally scheduled for March 16, 2016 was cancelled. David Magnant reported that:

- Staff is in the process of getting rid of some of the older equipment at the Compost Facility. Items have been placed for auction on the Public Surplus auction site, and several have sold for a good price.
- At the next Oversight Committee meeting, there will be a discussion about purchasing new equipment to replace the old equipment that has been sold.
- There is some new competition in Williamsburg- a new company called Colonial Mulch has opened in the upper York County area, and a company out of Richmond called Yard Works has purchased Waltrip Recycling in Williamsburg. Newport News continues to sell their compost at only \$8.00 per yard. The Compost Facility Supervisor Donnie Bonivich purchased a yard of the Newport News compost to compare to VPPSA's product, and Mr.

Bonivich said it looks like they seem to be using a different screening process. He also said that he's had many comments from people who were not very pleased with the Newport News product.

- Sales continue to be up, sales last month totaled over \$92,000. The last few years have been challenging but this year sales are currently at \$270,000 with a budgeted sales goal over \$500,000. March April and May are usually good sales months and it's likely that total sales for the year will be better than they have been for the last several years. Staff continues to minimize expenses at every opportunity.

Mr. Magnant said that he highly recommended the Public Surplus auction site, and would be happy to provide more information if anyone was interested.

Transfer System

The meeting of the Middle Peninsula Transfer System Oversight Committee originally scheduled for March 11, 2016 was cancelled. David Magnant reported that:

- Staff is in the process either selling or auctioning off several pieces of equipment.
- Staff is now 75% of the way through two bids, one for Roll off trucks and one for front load trucks. Bid specifications also need to be finalized for the other equipment that needs to be replaced such as compactors, and an updated equipment and vehicle replacement schedule will be put together soon
- VDOT has approved the permit for the Middlesex Brush Pile to be located at a site across from the Middlesex Transfer Station. VPPSA Staff will now start the process of laying out the site. Middlesex County believes residents will bring in materials to an unmanned site and will do it properly without any significant contamination. Mr. Magnant noted that VPPSA staff is not as confident, but hopes that the site will be a success.
- At the next meeting of the Transfer System Oversight Committee, plans for the maintenance building will be reviewed. Staff, along with Hammond Construction who has done some work on the Middle Peninsula, has successfully put together some plans at significantly less cost than those that were initially proposed and is now ready to plan how to move forward with this project.

Household Chemical Collection

David Magnant reported that the next event will be held on April 9 in James City County, and on May 14 and May 21 in York County and Hampton, respectively.

Participation in these collections continues to be strong. There will be two events scheduled per year on the Middle Peninsula, and it is anticipated that participation at these events will continue to grow.

King William is working to complete a re-lamping project. The old fluorescent bulbs are being collected and stored in boxes. These boxes can be delivered to Clean Harbors in West Point, or Clean Harbors can come and pick them up at an approximate cost of \$2500.00. Usually the bulbs are crushed and the gasses are captured as part of the disposal process.

John Horne said that it was also possible to purchase a special drum which will shred the bulbs, and then a specialty firm will come and pick up the container.

Computer/Electronics Recycling

David Magnant reported that the next event will be held in James City County on April 9 in James City County, and on May 14 and May 21 in York County and Hampton, respectively.

There is a new spreadsheet included in the project reports for electronics which will show any additional costs based on the new \$0.10 per pound (\$200.00 per ton) cost for certain items. Staff is now accepting only what Versability will accept at no charge, and working to get residents acclimated to the new program.

Curbside Recycling

County Waste continues to do a good job. The only possible issue is excess cardboard due to online shopping- this presents a challenge to the automated collection, especially in James City County. There is currently no option in James City County for a second cart so that makes it more difficult as well.

Currently, curbside materials collected in VPPSA communities are much cleaner than material collected in other areas.

Drop Off Recycling

The drop off recycling program is doing very well- the materials tend to be very clean, and staff continues to receive good prices when the materials are sold.

8. EXECUTIVE DIRECTOR'S REPORT

Steve Geissler presented a slide show to the Board with photos of the destruction and subsequent cleanup from the recent tornadoes in Tappahannock. The slide show focused on four areas with the most damage: Kino Road, DeShay Road, Landing Road, and Benton Point Road.

Essex County activated contracts with Crowder Gulf for debris removal and Rostan Solutions for debris monitoring. The debris monitoring was done using County employees and VPPSA staff, with assistance from Rostan. Steve Geissler emphasized the importance of using an Automated Debris Management System (ADMS) for data collection, especially for larger events.

The meeting was then adjourned.

9: NEXT MEETING DATE

June 3, 2016
10:00 am
Cooks Corner Office Complex
2893 General Puller Highway, Saluda

Respectfully Submitted,

Mathew L. Walker
Secretary / Treasurer