

ROANOKE VALLEY RESOURCE AUTHORITY
1020 Hollins Road, NE
Roanoke, Virginia 24012-8011

Minutes
December 9, 2009

The Roanoke Valley Resource Authority met this day, Wednesday, December 9, 2009 at 12:30 p.m. at the Tinker Creek Transfer Station, 1020 Hollins Road, N.E., Roanoke, Virginia, the tenth regular scheduled meeting for the calendar year 2009.

OPENING CEREMONIES

Call to Order: Chair Green called the meeting to order at 12:30 p.m. The roll call was taken.

Members Present: Chair Anne Marie Green, Bob Bengtson, Michael Kennedy, Larry Levy, Rebecca Owens, Suzie Snyder, Keith Tensen

Members Absent: None

Staff Present: Dan Miles, Chief Executive Officer; Steve Barger, Operations Manager, Debbie Charles, Board Secretary; Ed Hacker, Environmental/Safety Manager, Mark Williams, General Counsel

Others Present: None

Approval of Minutes – Board Meeting

Mr. Bengtson moved to approve the October 28, 2009 minutes, seconded by Mr. Kennedy and carried by unanimous vote.

Agenda Amendments

Mr. Miles requested the addition of a resolution for New Business Report Item II.B. RVRTA Regular Meeting Schedule for CY 2010, and the addition of Information Item IV.C. Employee Bonus.

NEW BUSINESS

Amendment to Agreement for Engineering Services with HDR Engineering, Inc.

Mr. Miles reported that at its September 30, 2009 meeting, the Board was updated on the status of the Hollins Road Improvements project. Several Board members recommended the Authority should retain a professional engineering firm to assist with the VDOT negotiations and to serve in an advisory capacity on behalf of the Authority. At its October 28, 2009 meeting, Staff reported the Board had previously retained the services of HDR Engineering, Inc. (HDR) for professional engineering services for a Residential Service Area at the Tinker Creek Transfer Station. The scope of services previously contracted with HDR includes transportation engineering services of the same nature as those needed for the Hollins Road project. After discussion, the Board instructed Staff to develop an amendment to the HDR Agreement

increasing the total contract amount by \$50,000 for a total contract cost not to exceed \$100,000 in order to provide sufficient additional funding for the transportation engineering services, as needed, and to transfer \$50,000 from the Authority's operating budget for contracted rail haul services by Norfolk Southern Railway (account #3029) to fund the additional engineering services, and to authorize the Chief Executive Officer to execute such amendment in a form approved by General Counsel.

On motion of Mr. Kennedy to adopt the resolution, seconded by Ms. Snyder, and carried by the following vote:

AYES: Mr. Bengtson, Ms. Green, Mr. Kennedy, Mr. Levy, Ms. Owens, Ms. Snyder, Mr. Tensen

NAYS: None

ABSENT: None

RVRA Regular Meeting Schedule for CY 2010

Mr. Miles reported that the RVRA Regular Meeting Schedule for the upcoming calendar year is set at its annual meeting held in December each year maintaining the fourth Wednesday of each month as the principal meeting date, with two exceptions, no July meeting, and to combine the November and December meetings.

January 27, 2010
February 24, 2010
March 24, 2010
April 28, 2010
May 26, 2010
June 23, 2010
August 25, 2010⁽¹⁾
September 22, 2010
October 27, 2010
December 8, 2010⁽²⁾

Footnotes:

- (1) No July Meeting
- (2) Combine November & December meetings

On motion of Ms. Snyder to adopt the resolution, seconded by Mr. Tensen and carried by the following recorded vote:

AYES: Mr. Bengtson, Ms. Green, Mr. Kennedy, Mr. Levy, Ms. Owens, Ms. Snyder, Mr. Tensen

NAYS: None

ABSENT: None

RVRA Holiday Schedule for CY 2010

Mr. Miles reported that the RVRA establishes a holiday schedule for the upcoming calendar year at its December meeting. Mr. Miles stated that during CY 2010 Christmas Day

and New Year's Day both fall on a Saturday. Thus, both holidays are observed on Friday. In previous years when this occurred, the business office was closed on Friday and the scales and tipping floor operated on the holiday schedule. Mr. Miles noted that he also found where the Board approved the closing of all facilities on Friday and Saturday. Staff recommends that the following holiday schedule be established for calendar year 2010:

<u>Holiday</u>	<u>CY 2010 Date</u>
New Year's Day	Friday, January 1
Martin Luther King, Jr. Day*	Monday, January 18
President's Day*	Monday, February 15
Memorial Day	Monday, May 31
Independence Day	Monday, July 5
Labor Day	Monday, September 6
Thanksgiving Day	Thursday, November 25
Day After Thanksgiving*	Friday, November 26
Christmas Eve*	Friday, December 24
Christmas Day	Saturday, December 25
Day Before New Year's*	Friday, December 31
Two Floating Holidays*	Any Day 2010

* Denotes holiday when facilities will remain open with modified hours

Chair Green commented that she would like the Board to review the CY 2010 Holiday Schedule again in October 2010 for possible changes for Christmas and New Year's.

On motion of Chair Green to adopt the resolution, seconded by Mr. Bengtson, and carried by the following recorded vote:

AYES: Mr. Bengtson, Ms. Green, Mr. Kennedy, Mr. Levy, Ms. Owens, Ms. Snyder, Mr. Tensen

NAYS: None

ABSENT: None

Surplus Equipment

Mr. Barger reported that the Roanoke Valley Resource Authority has identified the following equipment as being surplus and no longer necessary to the Authority's operation:

1. Caterpillar D400D Off-road truck
2. 1994 Chevrolet pick-up truck
3. Caterpillar D400D Off-road truck bed

Staff recommended that the Board adopt the attached resolution declaring such equipment to be surplus and no longer necessary to the Authority's operation and authorizing the Chief Executive Officer to sell such equipment by competitive sealed bidding, the equipment to be sold "AS IS" and "WHERE AS" with absolutely no warranty of any kind, and to execute all necessary sale documentation, such documentation to include such other terms and conditions as are deemed to be in the Authority's interest by the Chief Executive Officer and General Counsel.

On motion of Ms. Snyder to adopt the resolution, seconded by Mr. Kennedy, and carried by the following recorded vote:

AYES: Mr. Bengtson, Ms. Green, Mr. Kennedy, Mr. Levy, Ms. Owens, Ms. Snyder, Mr. Tensen

NAYS: None

ABSENT: None

REPORTS

Financial Report

Ms. Owens reported that the Statement of Operations shows tipping fees are a little above budget and that operating expenses are on target; however, Investment Income is not performing well and it does not look like the Authority will meet the budgeted Interest Income. Ms. Owens said she would present the November and December Financial Reports at the January 2010 meeting.

Waste Tonnage Report

Mr. Miles reported that for the four months the commercial tonnage was slightly above the projected amount and the municipal tonnage was slightly less than the budgeted amount.

Project Status Report

Mr. Miles reported that the Smith Gap Construction will be closed out soon. Penn Engineering has notified him that they have settled with their sub-contractor. We are coming to the end of the Smith Gap Drainage Improvements.

Mr. Kennedy moved to receive and file the reports, seconded by Mr. Tensen, and carried by unanimous vote.

INFORMATION REPORTS

Annual Residential Well Sampling in the Mayflower Hills Community

Mr. Miles reported that each year the Authority randomly selects four private residences located in the Mayflower Hills Community, which is located adjacent to the closed Rutrough Road landfill, for drinking water sampling and analysis. On July 22, 2009 the Authority conducted these samplings and one of the residential wells sampled detected a common ingredient in cleaners and degreasers, at approximately 1 part per billion. While detectable, this level is below the safe drinking water standards' limit of 5 parts per billion. The well was re-sampled in August and in October. The Authority has notified the resident, by letter, a copy of which each Board member has received. As of this date, the resident has not responded to our letter.

Rutrough Road Regional Landfill

Mr. Barger reported that Staff has been working with a consultant, Draper Aden Associates, and the Virginia Department of Environmental Quality (VDEQ) for several years to address groundwater impacts from the closed Roanoke Regional Landfill. Our consultant submitted a Corrective Action Plan (CAP) on June 2, 2008 and on May 18, 2009 we received comments from the VDEQ. VDEQ instructed the Authority to amend and submit the CAP and Corrective Action Monitoring Plan (CAMP) based on their initial comments since monitored natural attenuation (MNA) looks amenable as a baseline site-wide remedy and VDEQ noted that the new groundwater monitoring wells shall be completed within 90-days of obtaining NPS' approval. VDEQ further instructed that the CAP and CAMP shall be submitted no later than December 31, 2009.

As part of the CAP and CAMP the Authority will have a thirty day public comment period and VDEQ will hold a public hearing to amend our post closure care plan for the closed Rutrough Road Regional Landfill. Since the wells will not be in place before VDEQ's deadline, we will have to conduct a minor permit amendment at a later date. Staff will continue to update the Board as more information is available.

Employee Bonus

On Tuesday, December 1, 2009, the Roanoke County Board of Supervisors announced plans to provide a \$500 bonus to Roanoke County and Roanoke County School employees to be paid from health insurance reserves. A public hearing is scheduled for December 15, 2009 at which time the Board of Supervisors will take a formal vote to decide whether or not to grant bonuses.

The Authority has historically mirrored the employee compensation of its members. Therefore, if the Board of Supervisors approves a bonus for its employees, the Authority may want to consider mirroring their action for its employees. The total cost of the \$500 bonus for Authority employees would be \$15,000.

MEMBER COMMENTS

Chair Green commented that Suzie Snyder and Keith Tensen had been reappointed to serve on the Board for a four year term by the Roanoke County Board of Supervisors.

Mr. Kennedy thanked Mr. Miles and Staff for putting together the meeting and the fabulous lunch.

ADJOURNMENT

At 1:09 p.m. the meeting adjourned Wednesday, December 9, 2009.

Respectfully submitted,

Deborah T. Charles
RVRA Board Secretary