

FINAL MINUTES
PRINCE WILLIAM COUNTY
SOLID WASTE ADVISORY GROUP (SWAG) MEETING

December 16, 2021

OPENING

Mr. Scott MacDonald called the meeting of the Solid Waste Advisory Group to order at 4:00 p.m. via Microsoft Teams.

ATTENDANCE

SWAG Members:

Present: Mr. Richard Arvin, Mr. Joseph Chisholm, Mr. Harry Glasgow, Mr. Ned Greene, Mr. Will Lintner, Mr. David Watjen, and Ms. Jane Wyman

Absent: Mr. Mark Bonner, Ms. Tiziana Bottino, Ms. Virginia Douglas, Mr. James Gestrich, and Ms. Keisha Strand

Solid Waste Staff: Ms. Monica Gorman, Mr. Scott Kleinfeld, Mr. Scott MacDonald, Ms. Deborah Campbell, Mr. Bernie Osilka, and Ms. Amy Zitzmann

Guests: Ms. Stacey Demers

AGENDA TOPICS

INTRODUCTIONS

Mr. MacDonald welcomed everyone to the meeting via Microsoft Teams and confirmed which members were in attendance. No visitors were present. One invited guest, Ms. Stacey Demers, was present.

APPROVAL OF THE MINUTES

A quorum was not present, so the draft minutes of the October 21, 2021 SWAG meeting were not approved.

OPERATIONAL UPDATES

Landfill Operations

Mr. Scott Kleinfeld informed the group that the landfill has been running smoothly, continuing to accept trash, and burying it. Unfortunately, there is still a staffing shortage, with the most needed positions being truck drivers and heavy equipment operators. Mr. Kleinfeld is currently interviewing potential candidates, but they are far and few between. The landfill has now been permitted to place

refuse in the new Cell A; however, they are waiting to build the other cell up before going into the new cell. Finally, he mentioned that the landfill will be closing early at 2:00 p.m. on Christmas Eve and will be closed for both Christmas Day and New Year's Day.

Balls Ford Road Operations

Mr. Bernie Osilka informed the committee that the Balls Ford Road facility was operating under new expanded hours. The facility is now open 6:00 a.m. to 6:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. on Saturdays and Sundays. Although open longer, the site is not seeing a huge increase in the amount of material being brought in. Mr. Osilka stated that food waste has increased due to a pilot program currently underway with the United States Department of Agriculture (USDA), Prince William County Public Schools, and Freestate Farms. As of November 30, 2021, 30 tons of compostable material, including food scraps, have been brought to Balls Ford Road under the pilot program.

Recycling Programs

Mr. MacDonald stated that the yard waste collection program is off to a good start, with just under 70 percent of the permitted trash haulers participating. To date, 1,100 tons of material have been delivered to the facility. The program will take a recess starting December 31, 2021, and will collect Christmas trees for the first two weeks of January. The yard waste program will then resume in March. Mr. MacDonald explained that in the spring there will be penalties for those haulers who are noncompliant. The County continues to receive inquiries from residents concerning billing practices, but overall, the program is going well.

PROJECT UPDATES

Draft Solid Waste Management Plan Review

Mr. Scott MacDonald introduced Ms. Stacey Demers from SCS Engineers. Ms. Demers presented a draft of the Solid Waste Management Plan (SWMP). She went on to state that the planning process for the SWMP started in October of 2020. Since that time, SCS Engineers has worked with Solid Waste staff to identify needs, and SWAG input has been solicited. The Draft SWMP is now ready for SWAG comments. Ms. Demers then briefly went over the nine sections of the SWMP, which can be seen in the slides following this document. The committee did have some questions regarding Section 4 – Waste Generation & Composition. The slide presents a graph with the results of the 2014 Waste Characterization Study, which indicated that, of the materials going into the landfill, one-third was trash, one-third was compostable material, and one-third was recyclable material. Mr. Lintner stated that in a perfect world, if all material was divvied up and was recycled or composted, the only material entering the landfill would be trash. Ms. Demers confirmed this and stated that this one-third representation is a very common composition. Municipalities with higher recycling also have about one-third going into the landfill. Mr. Arvin asked if the information regarding the new yard waste collection has been analyzed to show how much is being diverted from the landfill. Mr. MacDonald stated that there has not been a chance to evaluate that data, but they have collected about 1,100 tons of yard waste since the start of the program. Mr. Arvin asked if Ms. Demers had a

projection of how many years before the one-third of compostable materials will not be entering the landfill. Ms. Gorman answered that a lot of what is compostable is food waste, which is measured by weight, not by volume. Ms. Demers continued by stating that the program at Balls Ford Road is the first step in this process and it is at a very early stage. Mr. MacDonald stated that this is also a behavioral change, which can take longer. Once the haulers are “running on all cylinders” and a full year of the program is completed (March-December) we should see a sizeable dent in the amount of compostable material diverted from the landfill.

Ms. Demers continued briefly describing the remaining five sections of the SWMP. SWAG members were asked to give their input and submit any comments or suggestions they might have regarding the SWMP. After incorporating SWAG comments, the SWMP will be made available for public comment on the county website. Staff will also request input from the towns of Dumfries, Haymarket, Occoquan, and Quantico. From there the SWMP will go to the Board of County Supervisors for review and approval, and finally, it will be submitted to the Virginia Department of Environmental Quality for approval.

Mr. MacDonald asked the group to submit their comments and input by February 1, 2022. These comments can be submitted by email, in any format. Once submitted, these suggestions will be consolidated, reviewed, and incorporated into the document.

SWAG Member Survey Results

Mr. MacDonald thanked everyone who participated in the member survey. The answers were very beneficial and will help direct the format and purpose of future meetings. Mr. MacDonald stated that based on the first question, it was suggested that the SWAG have a statement of purpose. Mr. MacDonald stated that he will work on a statement of purpose and try to have it prepared by the next meeting. Mr. MacDonald continued by stating that based on survey results, the current meeting length should not change. With question four, it was suggested that the group meet once every other month. This was confirmed and the group will start meeting every other month on the second Thursday of the month. This will start February 10, 2022. The survey also asked about the format of the meetings. It was agreed that a hybrid format was best, but with the current pandemic conditions, it is recommended to continue with virtual meetings. The survey also asked about the meeting time. The survey results were split between early afternoon and 7:00 p.m. Committee members discussed this further and came to the agreement that the meetings should start at 7:00 p.m.

SWAG MEMBER GENERAL QUESTIONS/COMMENTS

Mr. Will Lintner brought to the committee’s attention news from the Board of County Supervisors meeting that land was acquired for use by the landfill. Ms. Gorman stated that yes, this past Tuesday, the board authorized the purchase of the Bockes property, adjacent to the Keys property. This is a purchase of 54 acres, of which 27 acres is included in the buffer area. The other half would be disposal area. Ms. Gorman stated that they have not gone to settlement yet and it was a closed session. She will provide more detail to the group at the next meeting. Mr. MacDonald informed the

group that the board approved a sustainability commission. Commission members have not been named.

Mr. MacDonald thanked everyone for their time and adjourned the meeting.

ADJOURNMENT

Mr. MacDonald adjourned the meeting at 5:04 p.m. The next SWAG meeting is scheduled for Thursday, February 10, 2022, at 7:00 p.m. via Microsoft Teams.

Prince William County

Solid Waste Management Plan

SWAG Meeting
December 16, 2021

Stacey Demers
Project Director



Process

Started Planning Process in October 2020

Identified Needs and Solicited SWAG Input (October 2020 to April 2021)

Incorporated SWAG Input into Draft SWMP

SWAG Input on Implementation Schedule in October 2021

Draft Plan Submitted for SWAG Comments

SWMP Format

1

• Executive Summary

2

• Introduction & Purpose of Plan

3

• Planning District Description and Conditions

4

• Waste Generation & Composition

5

• Waste Management System Overview

6

• System Funding

7

• Public Participation

8

• Needs Assessment

9

• **Waste Management Initiatives**

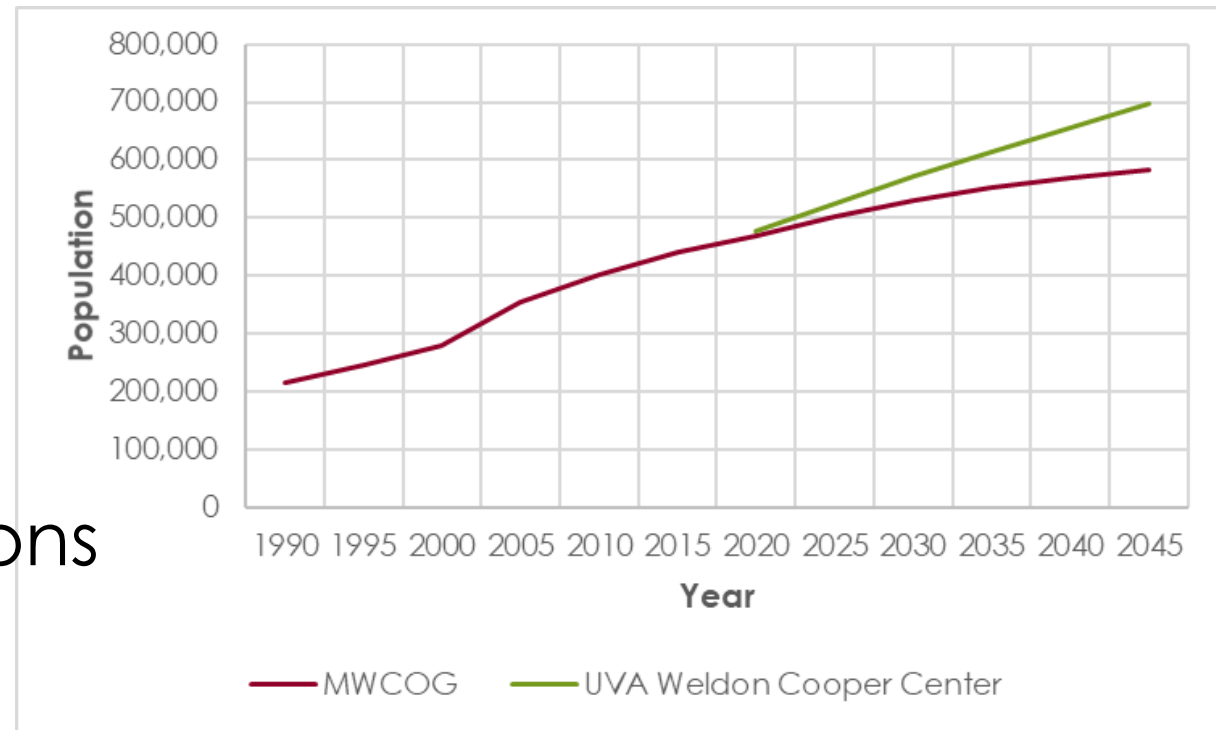
Section 2 – Intro & Purpose

Solid Waste Goals

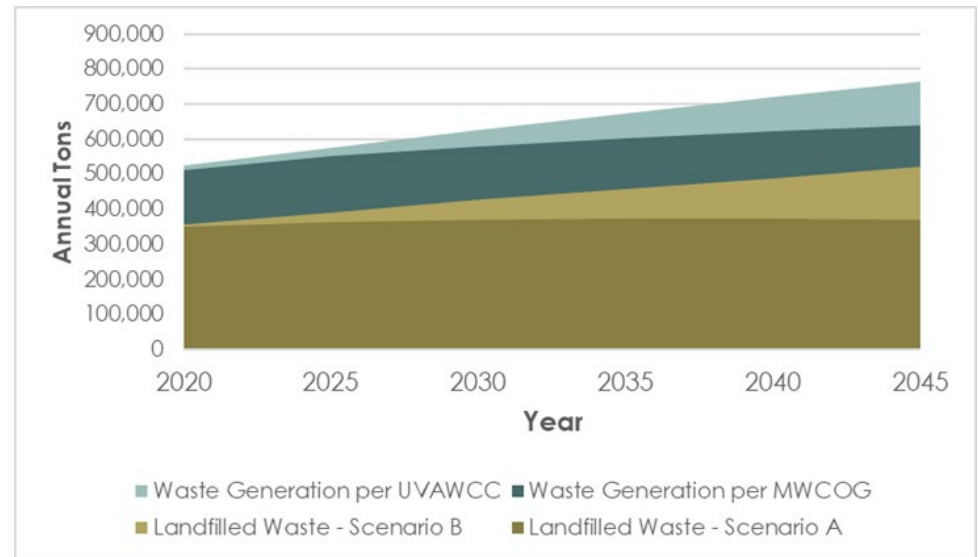
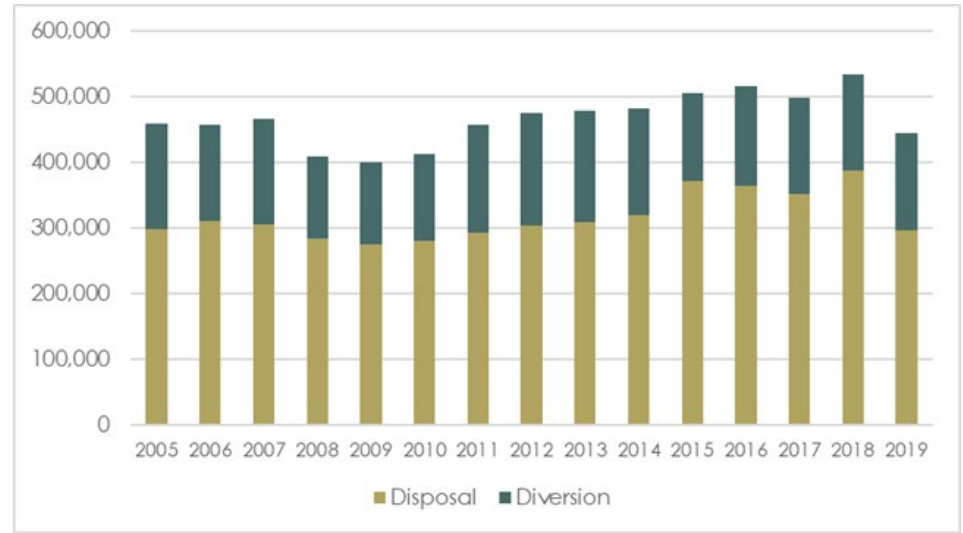
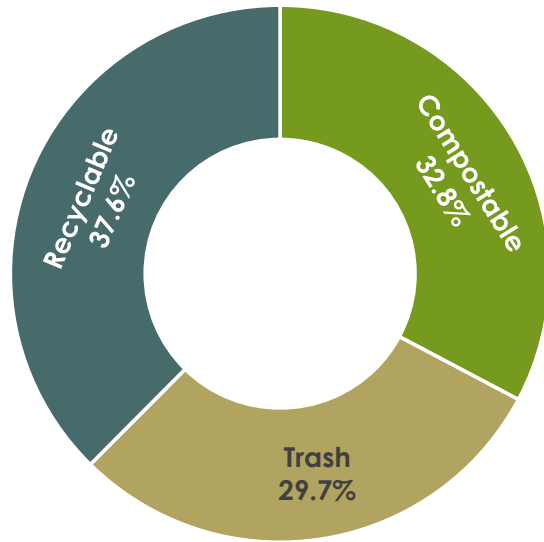
Goal	Description
1	Continue to provide a cost-effective and environmentally protective sanitary landfill within the County for the disposal of non-recycled municipal solid waste (MSW) and to extend the life of the landfill for as long as possible.
2	Ensure that efficient MSW collection services are available for County citizens at a reasonable cost.
3	Continue the implementation of a County-wide recycling plan , including yard waste composting, that will meet or exceed the recycling rate mandated by the Virginia DEQ.
4	Continue and expand solid waste source reduction and reuse programs.
5	Coordinate with the private sector to help find cost-effective recycling and disposal options for construction and demolition debris (CDD) remain available for businesses engaged in construction activities within the County.
6	Continue to provide adequate collection services for special wastes (e.g., HHW, medical waste, litter, etc.) generated within the County.
7	Provide adequate funding for implementing County solid waste management programs.
8	Continue cooperation with adjacent jurisdictions to implement beneficial solid waste management programs on a regional basis.

Section 3 – Planning District Description & Conditions

- Geography
- Climate & Geology
- Transportation
- Population
- Housing
- Urban Concentrations
- Employment

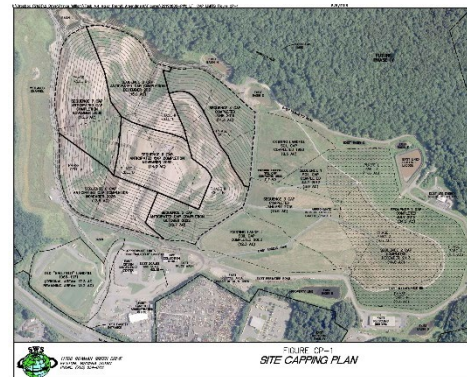


Section 4 – Waste Generation & Composition

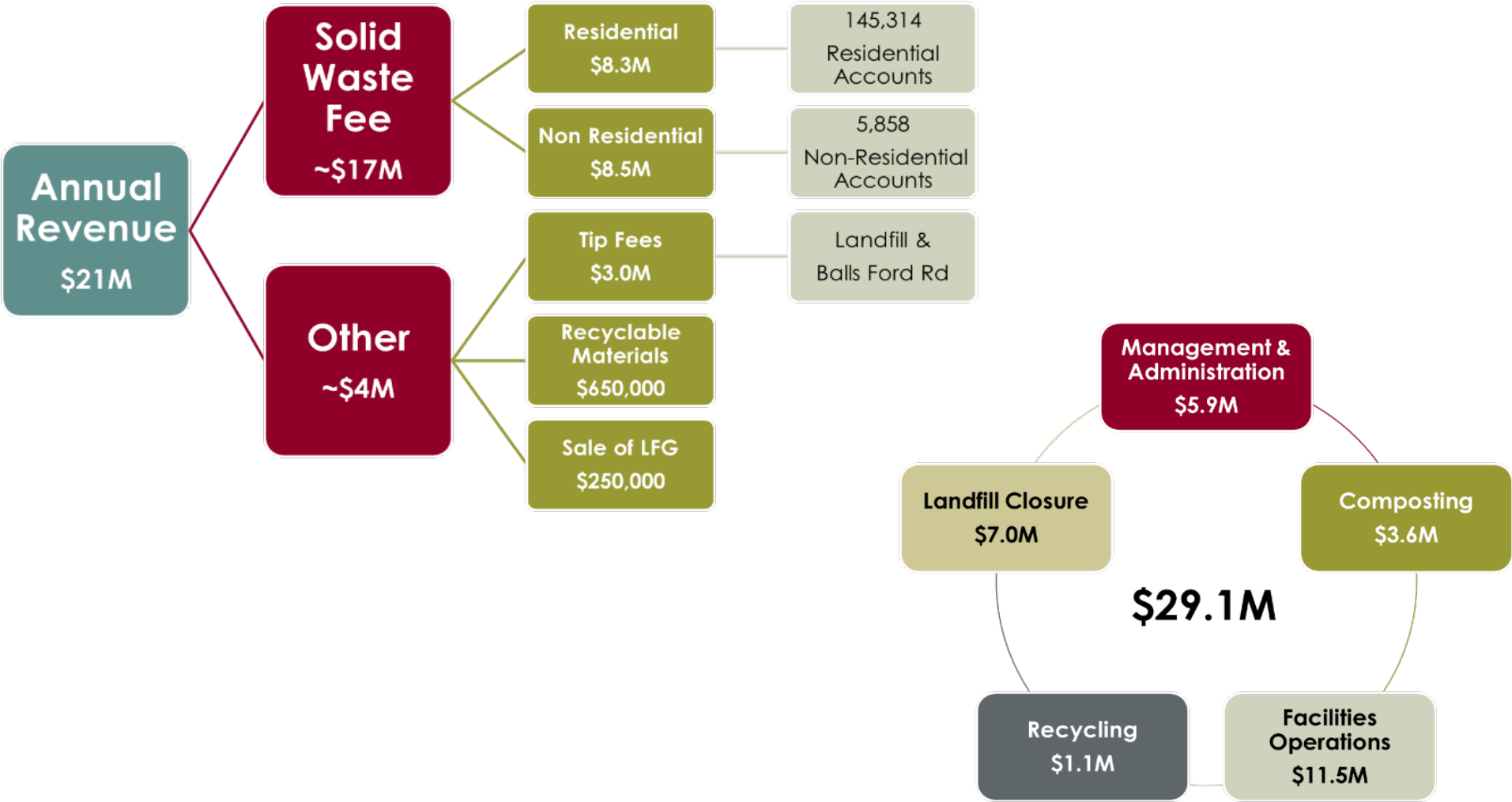


Section 5 – Waste Management System Overview

- Administrative
- Federal, State & Regional Governance
- Collection
- Waste Diversion
- Waste Disposal
- Public Education
- Facilities
- Enforcement



Section 6 – System Funding



Section 7 – Public Participation

Prince William County
Solid Waste Management Plan

SWAG Meeting
October 22, 2020

Stacey Demers
Project Director



SCS ENGINEERS

Prince William County
Solid Waste Management Plan

SWAG Meeting
January 21, 2021

Stacey Demers
Project Director



SCS ENGINEERS

Prince William County
Solid Waste Management Plan

SWAG Meeting
February 18, 2021

Stacey Demers
Project Director



SCS ENGINEERS

Prince William County
Solid Waste Management Plan

SWAG Meeting
March 18, 2021

Stacey Demers
Project Director



SCS ENGINEERS

Prince William County
Solid Waste Management Plan

SWAG Meeting
April 15, 2021

Stacey Demers
Project Director



SCS ENGINEERS

Prince William County
Solid Waste Management Plan

SWAG Meeting
October 21, 2021

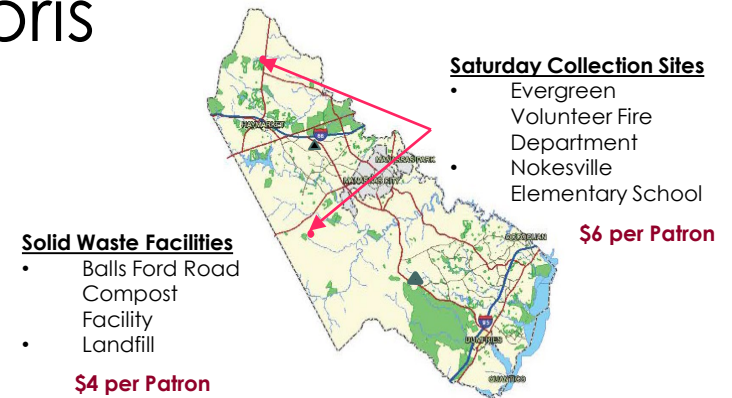
Stacey Demers
Project Director



SCS ENGINEERS

Section 8 – Needs Assessment

- Service Plan
- Organized Collection
- Recycling
- Organics
- Construction & Demolition Debris
- Landfill Planning
- Conversion Technologies
- Funding
- Establish a Solid Waste District



Section 9 - Waste Management Initiatives

Implementation Schedule

Short Term	Medium Term	Long Term
1 to 5 Years	6 to 10 Years	10 to 20 Years

Next Steps

Public Comments

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graph TD; A[Public Comments] --> B[Approval by Dumfries, Haymarket, Occoquan, and Quantico]; B --> C[BOCS Review and Approval]; C --> D[Submission to Virginia DEQ];
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Approval by Dumfries, Haymarket,
Occoquan, and Quantico

BOCS Review and Approval

Submission to Virginia DEQ

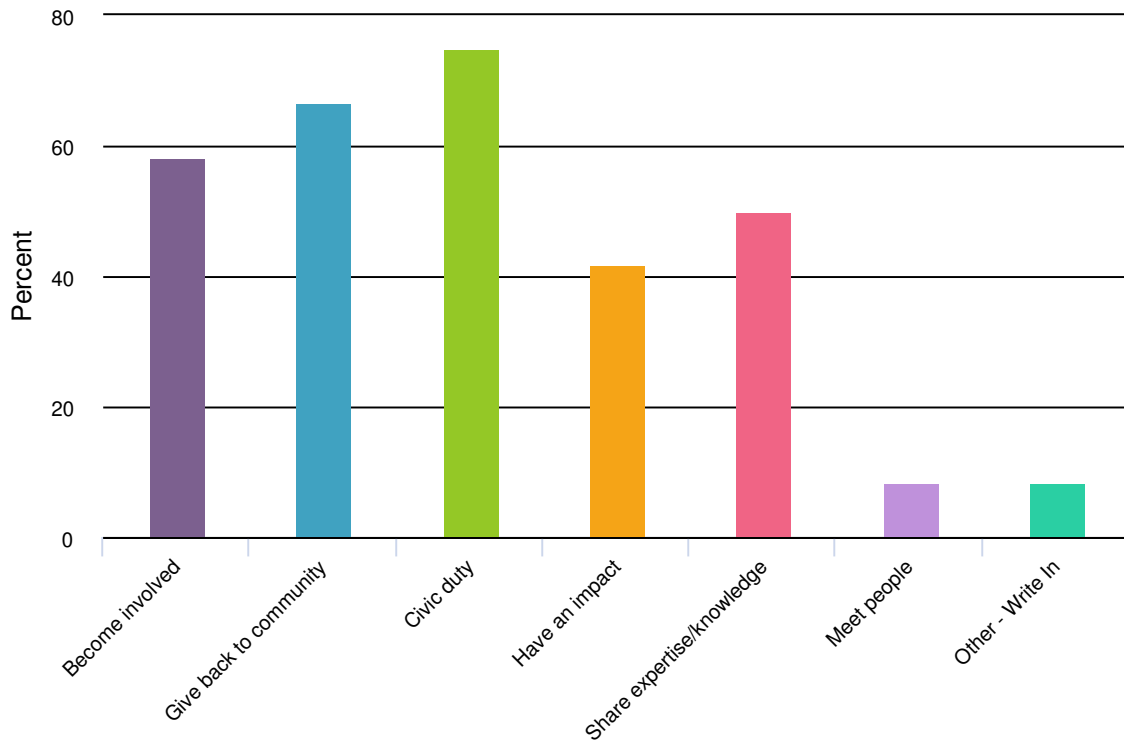
Report for PWC Solid Waste Advisory Group Survey

Response Counts



Totals: 12

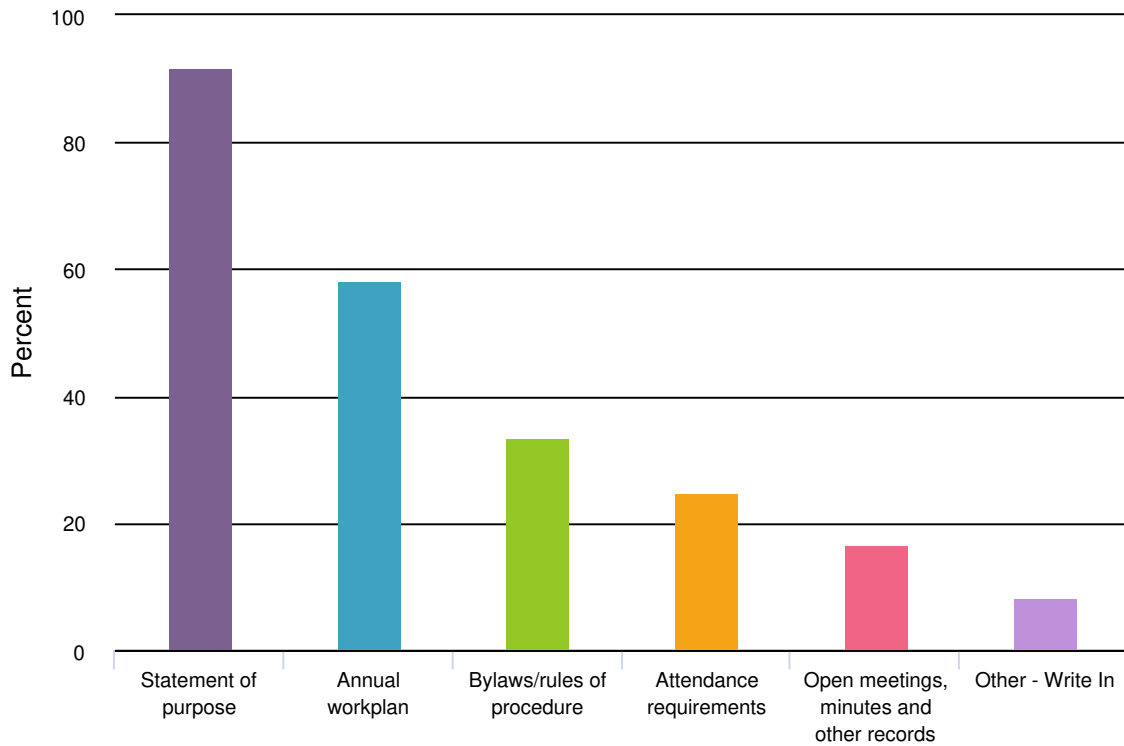
1. What are your most important reason(s) for participating in the Solid Waste Advisory Group (SWAG)? (select all that apply)



Value	Percent	Responses
Become involved	58.3%	7
Give back to community	66.7%	8
Civic duty	75.0%	9
Have an impact	41.7%	5
Share expertise/knowledge	50.0%	6
Meet people	8.3%	1
Other - Write In	8.3%	1

Other - Write In	Count
Encourage sustainability and clean energy when possible	1
Totals	1

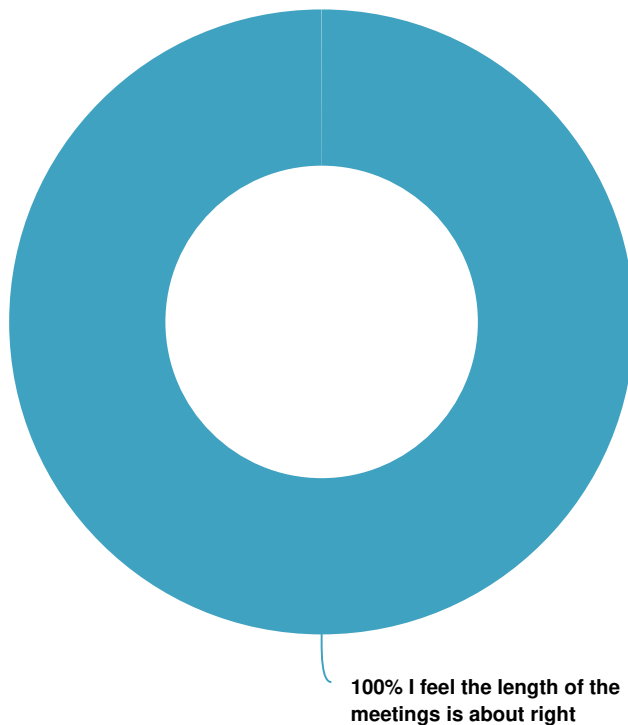
2. Which of the items listed below do you think would be beneficial to the SWAG? (select all that apply)



Value	Percent	Responses
Statement of purpose	91.7%	11
Annual workplan	58.3%	7
Bylaws/rules of procedure	33.3%	4
Attendance requirements	25.0%	3
Open meetings, minutes and other records	16.7%	2
Other - Write In	8.3%	1

Other - Write In	Count
Evening/weekend meeting times to enable inclusivity	1
Totals	1

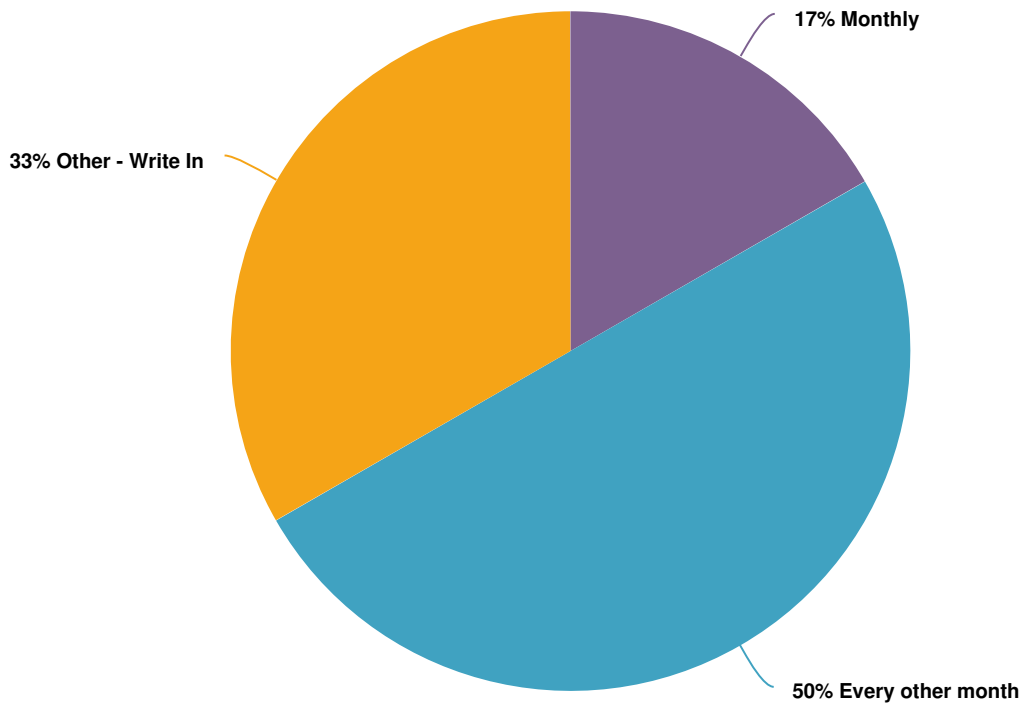
3. Which of the phrases below best describes the length of meeting?



Value		Percent	Responses
I feel the length of the meetings is about right		100.0%	12

Totals: 12

4. How often do you prefer the SWAG meet?

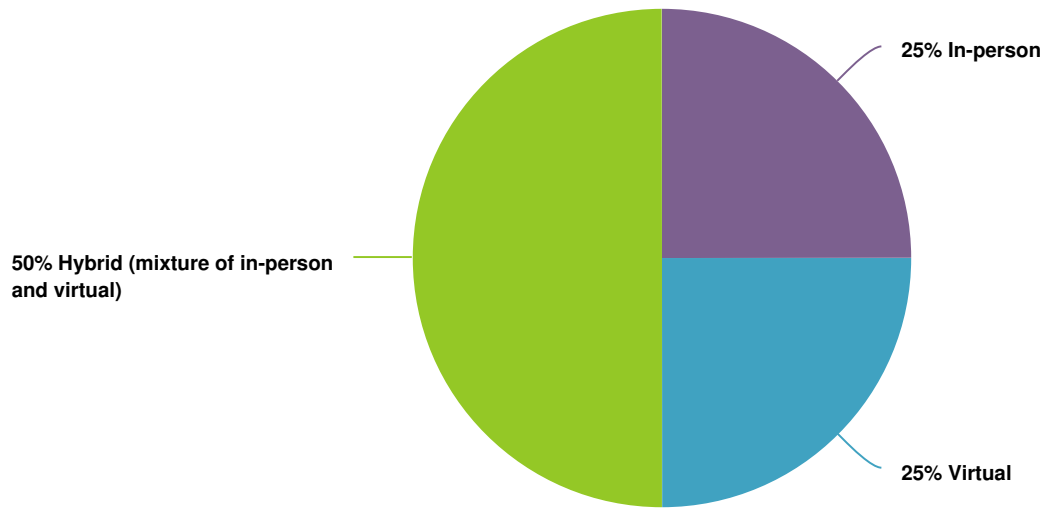





Value	Percent	Responses
Monthly	16.7%	2
Every other month	50.0%	6
Other - Write In	33.3%	4

Totals: 12

Other - Write In	Count
Either monthly or every other month.	1
Every other month unless deliverables in work plan requires otherwise.	1
Every other month with flexibility to meet monthly for pressing matters applicably	1
good to not meet in August and December	1
Totals	4

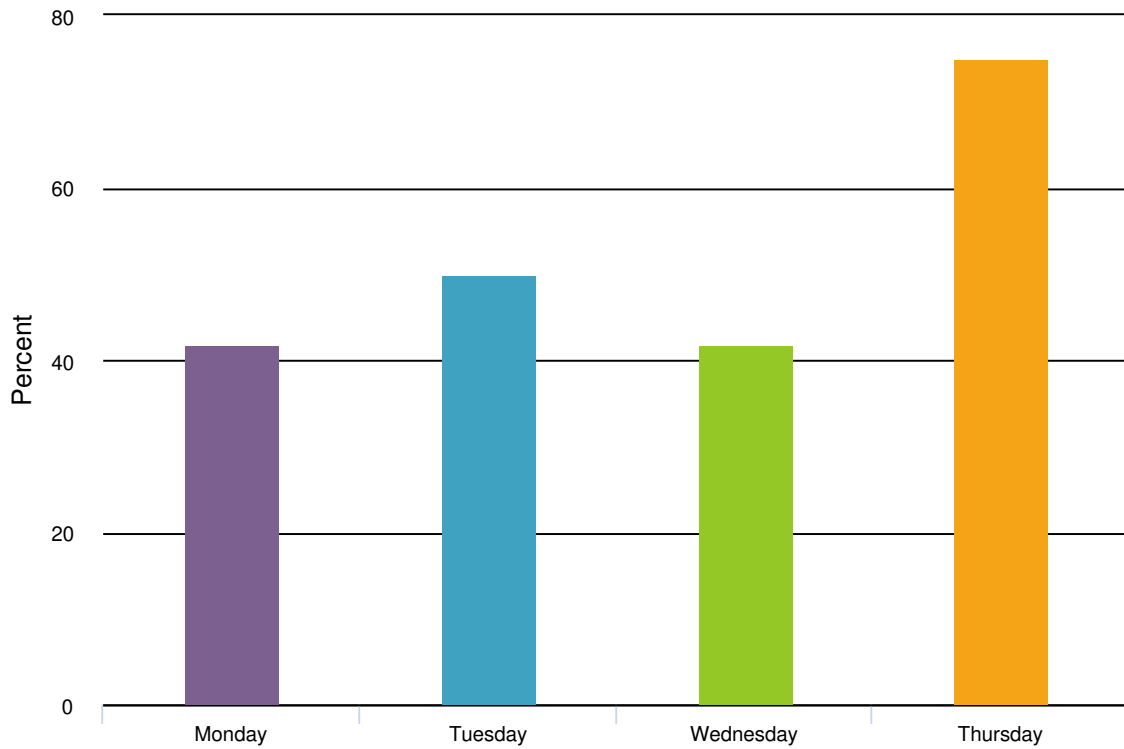
5. What is your preference for the format of SWAG meetings?







Value		Percent	Responses
In-person		25.0%	3
Virtual		25.0%	3
Hybrid (mixture of in-person and virtual)		50.0%	6

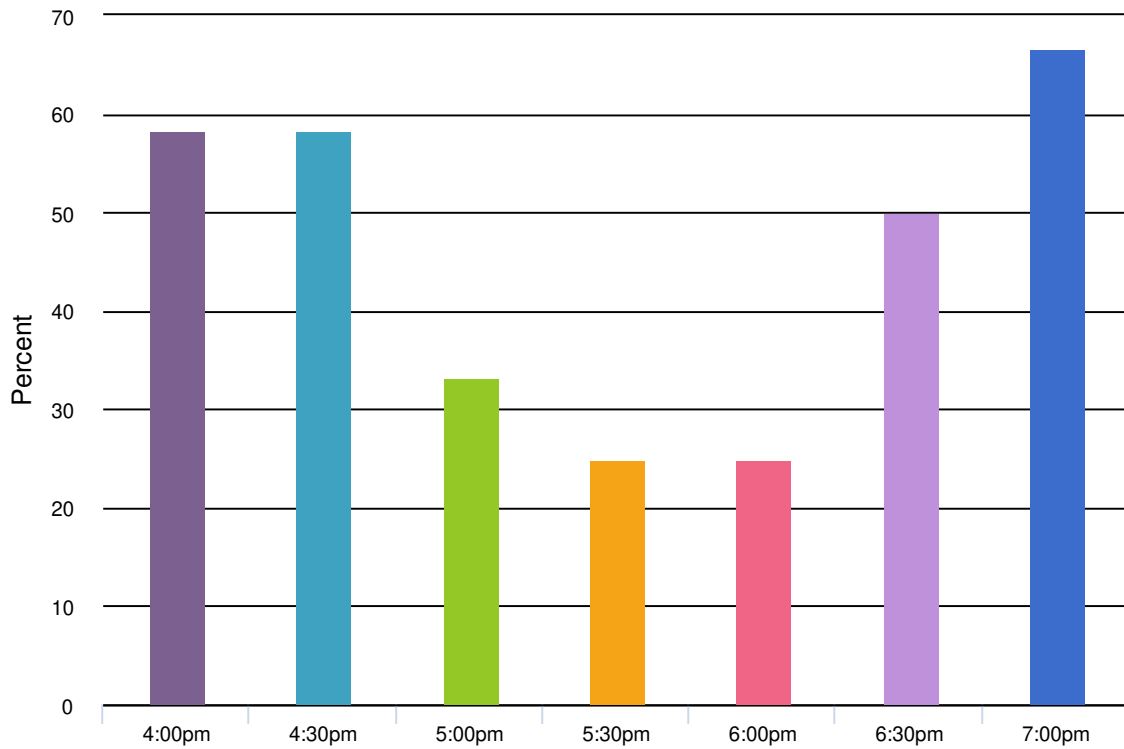
Totals: 12

6. Which day(s) of the week work best for you to meet? (select all that apply)



Value		Percent	Responses
Monday		41.7%	5
Tuesday		50.0%	6
Wednesday		41.7%	5
Thursday		75.0%	9

7. What SWAG meeting start time(s) work best for you? (select all that apply)



Value	Percent	Responses
4:00pm	58.3%	7
4:30pm	58.3%	7
5:00pm	33.3%	4
5:30pm	25.0%	3
6:00pm	25.0%	3
6:30pm	50.0%	6
7:00pm	66.7%	8

8. Do you have any other suggestions that you feel could improve the SWAG meetings or participation?



ResponseID Response

7 Develop purpose/mission to read ahead of each meeting. Offer volunteer/engagement opportunities to support county initiatives related to SWAG, and have online access for members to review key documents for committee involvement (i.e. orientation guide, by laws, template docs for presentations/meeting minutes, etc).

11 Youall do a Good Job.

12 an update with the Bee hives, what is happening in the buffer zone such as the reduction of the deer population which occurs at times, introduction to the park rangers taking over the trails and buffer zone patrols, update with the birds at the landfill such as controlling the seagulls which at times can be overpopulated, there is an issue of various odors that goes across the areas around the landfill, the neighborhoods nearby such as over by Hylton High School, Coles Elementary experience this...a call to SA Authority results in a visit the next morning when the odor is gone. Brainstorm a way to determine what it is at the time would be helpful. If it is trash odor then it is what it is however there is a different odor which needs to be identified. Looking ahead as to how the landfill land can be used once closed.

13 Not at this time. Hoping that in-person meetings will help with participation.

16 My only suggestion, which I brought up at the previous meeting, is to distribute the presentations ahead of the meeting or right after. Currently we get the presentations of the previous meeting before the upcoming meeting.

9. What topics would you like to cover at upcoming SWAG meetings?



ResponseID Response

- | | |
|----|--|
| 7 | I would like to discuss survey findings and work together to develop efficient standard work/flow for SWAG meetings moving forward |
| 8 | Contracting input |
| 11 | Landfill expansion-relocation of Powells Runl |
| 12 | A look at what we have that works well such as the generators making electricity, what neighboring counties are doing that works well, how Balls Ford is doing and what can be done to improve their process, if possible, what buildings are being supplied with electricity from the generators, with the arrival of electric vehicles would it be possible to set up a charging station at various places near the landfill such as Colgan High School, the new Sheetz coming in on 234, Charlie Bobs, the animal shelter to make money from the electricity of the generators to offset the budget of the landfill? Update with the bio-building. Explore ways to reduce materials arriving to the landfill...there may be companies that may want certain types of trash which may be diverted to them at their costs. What is working elsewhere... |
| 13 | Progress on yard waste collection Recycling updates |
| 14 | More focus on use of renewable energy in light of the climate crisis |
| 15 | the volume and participation in the effort to collect yard waste for composting. |
| 16 | I'm really interested in recycling and environmental sustainability. Learning more about these things helps in community education efforts and I can share with KPWB on ways we can assist with that. |