

## Meeting Minutes

Nonhazardous Solid Waste Fee Study Working Group  
DEQ Central Office, Third Floor Conference Room  
1111 East Main Street, Richmond, Virginia  
Wednesday, September 22, 2021

Members Present: Jason Williams, Tim Torrez, Don Cammarata, Joe Wilder, and Josh Byerly.

Members Absent: Bob Pfister, Joe Benedetto, Gina Pisoni, Ken Newman, Gary Kelly, Joe Levine, Bill Mawyer, Dennis Bagley, and Aleta Williams.

Other Attendees: Dennis Slade (alternate for Gina Pisoni), and Ryan Smith.

DEQ Staff Attendees: Angie Jenkins, Kathryn Perszyk, Val Thomson, Sanjay Thirunagari, Gary Graham, and Brian Burton.

The meeting convened at 10:05 a.m. The meeting adjourned at 2:18 p.m.

A quorum of the working group members (or their alternates) was not present for this meeting.

1. Welcome and Introductions [Angie Jenkins, DEQ]. Ms. Jenkins welcomed the members and the other attendees, had the members and attendees introduce themselves, reviewed the FOIA public meeting requirements, and reviewed the general building logistics. The agenda for the meeting had been previously emailed to members (Attachment 1). Minutes for the previous meeting of the work group had been posted to the Virginia Regulatory Town Hall before the meeting.  
(<https://www.townhall.virginia.gov/L/ViewMeeting.cfm?MeetingID=32869>).
2. Program Information [Kathryn Perszyk, DEQ]. Ms. Perszyk presented information requested by members at the last meeting.
3. Group Discussion [Angie Jenkins, DEQ]. Members expressed some ideas for further discussion based upon the presentation:
  - a. Ms. Jenkins noted that a quorum of the working group members are not present at this meeting, so while information can be presented and discussed at this meeting, no decisions can be made. However, members may propose changes to the fee structure for consideration by the working group at the next meeting.
  - b. Members suggested that additional, more detailed timecard tasks would be helpful in the future so that a more detailed workload analysis can be done to support future program fee adjustments (recognizing such a system is not currently available).

- c. Members suggested a number of ideas to be tested for consensus at the next meeting:
  - i. Since the cost of living since 2004 (according to the Department of Labor BLS Consumer Price Index) has increased approximately 32%, the permit fees should be increased by approximately 32% with some exceptions based on the groups' discussion regarding workload, etc. (e.g. variance requests and PBR fees). The group also suggested rounding of numbers. DEQ was asked to provide a spreadsheet reflecting the changes to permit application fees discussed during this meeting.
  - ii. Consistent with this approach, increase applications for new landfills: Part A to about \$5,500; Part B to about \$25,000 and Emergency permits to about \$3000
  - iii. Increase variance request application fees from \$390 to \$750.
  - iv. Increase PBR application fees up to \$1500 for the initial application and to \$750 for each modification application.
  - v. Add a new \$750 application fee for permit minor modifications.
  - vi. Add a minimum \$750 application fee for major permit modifications, increase the other categories by approximately 32%, and add an additional fee amount for each module in the permit changed.
  - vii. Change post-closure facility annual fees to a base fee plus a fee for each corrective action (e.g. a base fee of \$3500 plus \$4000 for each corrective action).
  - viii. For facilities paying \$/ton annual fees, impose a minimum base fee (perhaps on a sliding scale for larger facilities) and then adjust the \$/ton fee.
- 4. Next Steps (Angie Jenkins, DEQ).
  - a. Send the following spreadsheets to members:
    - i. Annual Fee Spreadsheet (Attachment 2), and
    - ii. Permit Application Fee Adjustment Spreadsheet based on the group discussion (listed above) for consideration by the full group during the next meeting (Attachment 3).
  - b. The next meeting will be on Friday, October 22, 2021 providing that a poll of members indicates that a quorum of the members will be present.

Attachments:

1. Agenda.
2. Meeting Presentation Slides.
3. Annual Fee Spreadsheet.
4. Permit Application Fee Adjustment Spreadsheet.

Attachment 1

**NONHAZARDOUS SOLID WASTE FEE STUDY WORKING GROUP**  
**Bank of America Building**  
**3<sup>rd</sup> Floor Conference Room**  
**1111 East Main Street, Richmond, Virginia**

**AGENDA**  
**September 22, 2021**

- |                      |  |
|----------------------|--|
| <b>10:00 – 10:15</b> | <b>WELCOME / INTRODUCTIONS</b><br>Angie Jenkins  |
| <b>10:15 – 10:45</b> | <b>PROGRAM INFORMATION</b><br>Kathryn Perszyk    |
| <b>10:45 – 11:45</b> | <b>GROUP DISCUSSION</b><br>Angie Jenkins         |
| <b>11:45 – 1:00</b>  | <b>LUNCH (on your own)</b>                       |
| <b>1:00 – 4:00</b>   | <b>GROUP DISCUSSION (con't)</b><br>Angie Jenkins |
| <b>4:00– 4:15</b>    | <b>NEXT STEPS</b><br>Angie Jenkins               |

Attachment 2

Annual Fee Spreadsheet.

Target Revenue: \$ 6,821,288.00  
 Permitting Money: \$ 87,653.33  
 Annual Fee Target: **\$ 6,733,634.67**

Category	Number of Units	2020 Annual Fee Rate	Waste Received (CY2020 SWIA)	Billed Tonnage (CY2020 SWIA)	Projected Revenue	Current % of Total Revenue	Workload Estimate	Needed Revenue	Fee Per Facility	Fee Per Tonnage	2020 Annual Fee Rate	Proposed during 9/22 Mtg
Sanitary, CDD, & non-captive Industrial Landfills	68	\$ 0.14	14,369,749.71	13,189,859.99	\$ 1,783,269.07	62.9%	58.39%	\$ 3,931,438.87	\$ 57,815.28	\$ 0.30	\$ 0.14	
Sanitary landfills	50	\$ 0.14	12,173,998.51	11,182,442.16	\$ 1,511,866.18	53.35%	49.50%	\$ 3,333,351.06	\$ 66,667.02	\$ 0.30	\$ 0.14	
Construction and demolition debris landfills	15	\$ 0.14	1,932,114.23	1,750,009.58	\$ 236,601.30	8.35%	7.39%	\$ 497,845.33	\$ 33,189.69	\$ 0.28	\$ 0.14	
Industrial landfills	3	\$ 0.14	263,636.97	257,408.25	\$ 34,801.60	1.23%	1.49%	\$ 100,242.48	\$ 33,414.16	\$ 0.39	\$ 0.14	
Incinerators and energy recovery facilities	7	\$ 0.06	2,319,838.71	2,236,488.74	\$ 144,700.82	5.11%	0.87%	\$ 58,635.12	\$ 8,376.45	\$ 0.03	\$ 0.06	
Industrial landfills - Captive Large	3	\$ 8,820.00		581,268.53	\$ 26,460.00	0.93%	1.46%	\$ 98,029.83	\$ 32,676.61	\$ 0.17	\$ 8,820.00	
Industrial landfills - Captive Small	17	\$ 2,940.00		435,236.72	\$ 49,980.00	1.76%	8.27%	\$ 557,069.68	\$ 32,768.80	\$ 1.28	\$ 2,940.00	
Surface Impoundments	7	\$ -	-	-	\$ -	0.00%	3.01%	\$ 202,733.68	\$ 28,961.95		\$ -	
Units in post-closure care	100	\$ 1,176.00	-	-	\$ 117,600.00	4.15%	17.48%	\$ 1,177,127.62	\$ 11,771.28		\$ 1,176.00	\$3,500+\$4,000 for sites in GW CA
Composting	15	\$ 1,411.00	320,607.82		\$ 21,165.00	0.75%	0.88%	\$ 59,188.28	\$ 3,945.89		\$ 1,411.00	
Regulated medical waste	15	\$ 2,940.00	11,567.58		\$ 44,100.00	1.56%	1.04%	\$ 69,698.35	\$ 4,646.56		\$ 2,940.00	
Materials recovery	55	\$ 5,292.00	2,556,926.61		\$ 291,060.00	10.27%	4.48%	\$ 301,473.01	\$ 5,481.33		\$ 5,292.00	
Transfer station	55	\$ 6,468.00	3,040,063.90		\$ 355,740.00	12.55%	3.93%	\$ 264,964.35	\$ 4,817.53		\$ 6,468.00	
Barge Facility	1	\$ -	-	-	\$ -	0.00%	0.20%	\$ 13,275.88	\$ 13,275.88		\$ -	
<b>Total Units</b>	<b>343</b>				<b>\$ 2,834,074.89</b>		<b>Grand Total</b>	<b>\$ 6,733,634.67</b>	\$ 279,993.14			

Attachment 3

Permit Application Fee Adjustment Spreadsheet.

**TABLE 3.1-1. NEW OR INITIAL ISSUANCE OR ACTION.**

CPI Increase 2004 to  
today

32%

TYPE OF FACILITY	FEE	CPI Increase	Proposed
All landfills:			
Part A application	\$4,180	\$ 5,532.75	\$ 5,500.00
Part B application	\$18,680	\$ 24,725.31	\$ 25,000.00
Experimental Solid Waste Facility	\$2,090	\$ 3,090.00	\$ 3,000.00
Permit-by-rule Initial Review and Confirmation	\$390	\$ 1,500.00	\$ 1,500.00
Emergency Permit	\$2,310	\$ 3,057.57	\$ 3,000.00