



MEMORANDUM

**TO:** Public Works Committee  
**FROM:** Joe C. Wilder, Director of Public Works *JCW*  
**SUBJECT:** Meeting of October 29, 2019  
**DATE:** October 24, 2019

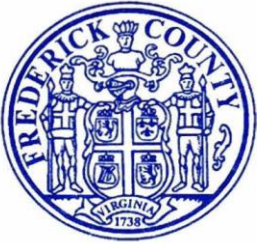
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There will be a meeting of the Public Works Committee on Tuesday, October 29, 2019 at 8:00 a.m. **in the conference room located on the second floor of the north end of the County Administration Building at 107 North Kent Street, Suite 200.** The agenda thus far is as follows:

1. Update and discussion regarding solid waste/recycling program for Frederick County.  
**(Attachment 1)**
2. Update on Public Works projects.
3. Discuss RFP 2020-04C – Architectural/Engineering Services submittals.
4. Discuss construction estimate for proposed relocation of the Albin Convenience Center.
5. Discussion regarding FY2021 budget.
6. Proposed date for next joint Public Works/Landfill Oversight Committee-12-03-2019.
7. Miscellaneous Reports and Documents:
  - a. Tonnage Report: Landfill  
**(Attachment 2)**
  - b. Recycling Report  
**(Attachment 3)**
  - c. Animal Shelter Dog Report:  
**(Attachment 4)**
  - d. Animal Shelter Cat Report  
**(Attachment 5)**

JCW/kco

Attachments: as stated

**COUNTY of FREDERICK**


Department of Public Works

540/665-5643

FAX: 540/678-0682

**MEMORANDUM**

**TO:** Public Works Committee

**FROM:** Gloria Puffinburger, Solid Waste Manager 

**THROUGH:** Joe C. Wilder, Director

**SUBJECT:** Request for Transfer of Revenue;  
Albin Convenience Site Project

**DATE:** October 23, 2019

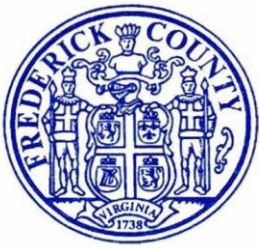
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The purpose of this memorandum is to request that funds totaling \$13,024.75 be transferred from the county's (1035) revenue line item (Refunds – Other) to line item 10-4203-8900-00 (Improvements Other Than) in the Refuse Collection budget. The refund from Verizon is a result of the Stephenson Convenience Site Project. It is intended that this refund be applied to any charges that will result from the utility for the relocation of the Albin Convenience Site.

If you have any questions, please do not hesitate to contact me at Extension 8219.

/gmp

cc: file



## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Gloria M. Puffinburger <sup>-gmp</sup>  
Solid Waste Manager

**RE:** FY 18/19 Site Usage Survey Results;  
Recycling/Litter Programs

**DATE:** October 22, 2019

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### ***CONVENIENCE SITE USAGE:***

Usage at the county's ten convenience sites has experienced a decrease of one percent based on an August 2018 survey. Overall, it is estimated that 902,976 vehicle trips per year occur at the various neighborhood sites. The more urban locations of Albin, Greenwood and Stephenson continued to experience the heaviest usage. On its busiest day, 694 vehicles visited the Albin site; 647 traveled to Greenwood, and 515 used the Stephenson location. The Albin site experienced a growth rate of 17 percent over last year. A final site plan is complete for relocation of the Albin facility. For a usage summary, please see attached.

### ***RECYCLING PROGRAM:***

During FY 18/19, the county's recycling program collected 6.3 million pounds of materials at the various convenience sites and the landfill citizens' center, a slight increase over 2018. As reported to the Virginia Department of Environmental Quality, the county's recycling rate was 53.9 percent in 2018. The county rate reflects diversion efforts by local residents and businesses and far exceeds the state mandate of 25 percent.

Revenue from the sale of materials dropped \$20,000 from 2018 figures to \$42,000 due primarily to historically low market prices for recycled goods.

Apple Valley Waste is currently processing the county's plastic bottles and jugs and is pleased with the quality of material. Staff and volunteers have worked tirelessly to promote the "Recycle Right" message and the importance of keeping out contaminants which drive up costs and threaten the county's ability to market its material. AVW sets the bar high; contamination rates for the material it receives from curbside, co-mingled collection is just seven percent.

An IFB is due Friday, October 25 for the transport of the county's other recyclable materials to AVW.

A recycling program options assessment for the landfill service area, being conducted by SCS Engineers, is in its final stages. An outline and summary data are being analyzed this week. The study has included a tour of Apple Valley Waste, a cardboard baling facility operated by Republic Services, and interviews with local waste haulers and stakeholders of Frederick County, the City of Winchester and Clarke County. A final report is due to the County next month.

A feasibility study which encompasses the entire Northern Shenandoah Regional Planning District will be complete after January 1.

***REGIONAL ELECTRONICS RECYCLING PROGRAM:***

Tonnages of e-waste recycled during FY 18/19 decreased to 234 tons, partly due to the light-weighting of today's electronic waste. Events are staged at the regional landfill and additional labor is provided during events by the regional detention center's Community Inmate Workforce (CIWF) in order to curtail operational costs. Fees paid to the county's vendor are offset by user fees collected for computer (\$10) and television (\$15) screens.

***LITTER PROGRAM:***

Frederick County Clean Sweep collected 23 tons of roadside litter during FY 18/18. Trustees from the regional jail (CIWF) are supervised by a part-time public works staffer and focus much of their efforts on Route 37, Sulphur Springs Road and the primary highways leading into the county with the exception of Interstate 81. Litter and illegally dumped debris are also removed from secondary roads on an as-needed basis. The crew worked with the Sheriff's Office to help clean up two tire piles, collecting just over 600 illegally dumped tires. The combined efforts of the CIWF represented an in-kind contribution of \$37,237. All operational costs associated with the county's litter program are off-set by state grant funding of \$14,774. The Virginia Department of Transportation, Stephens City Office, transports bagged litter to the regional landfill.

With the assistance of Lt. Warren Gosnell and the public information officer, a series of three videos were produced for the "Secure Your Load" campaign. Materials from this venture have been shared with other localities in the Commonwealth and are available as an on-line resource. The effort is on-going and tarps have been purchased through a grant from Keep Virginia Beautiful which will be distributed by the Sheriff's Office Traffic Division.

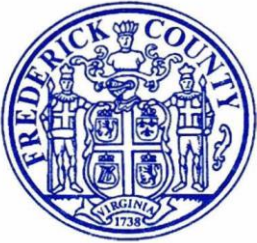
## 2019 USAGE SURVEY; CITIZENS' CONVENIENCE SITES

<i>Location</i>	<i>2019</i>	<i>Daily Avg</i>	<i>Peak Day</i>	<i>Sun Avg (5 hr)</i>		<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>% Change</i>
Greenwood+	<b>13,459</b>	498	647	487		12,584	13,128	14,186	12,817	14,772	12,183	12,944	13,586	13,655	14,222	-5%
Bryarly+	<b>15,552</b>	576	576	490		10,170	10,752	13,343	14,364	15,736	15,325	16,096	16,270	17,006	13,286	+17%
Middletown	<b>7170**</b>	266	348	252		9419	9492	10,266	8997	8753	8818	9419	8954	7394	7091	+1%
Stephenson	<b>10,727</b>	397	515	353		8288	9302	9260	8952	9611	9820	10,637	10,246	10,540	9598	+11%
DTG	<b>7793</b>	289	420	268		6181	6283	5770	6440	7518	7001	7578	7685	7556	7950	-1%
Shawneeland	<b>6771</b>	251	331	236		5068	5104	4638	5100	5207	4616	5595	6042	6025	6577	+2%
Back Creek	<b>5162</b>	191	229	175		4805	5317	4916	4937	5032	4674	4923	4899	4811	4987	+3%
Round Hill	<b>4409</b>	163	204	158		3359	3332	3622	3700	4131	3807	3988	4074	4151	4256	+3%
Gore	<b>3544</b>	131	170	107		2603	2849	2736	2932	3310	3118	3212	3140	3056	3361	+5%
Star Tannery*	<b>661</b>	30	48	40		651	644	589	562	630	619	632	584	653	654	+1%
<b>AUG TOTAL:</b>	<b>75,993</b>					<b>63,128</b>	<b>66,203</b>	<b>69,326</b>	<b>68,801</b>	<b>74,700</b>	<b>69,981</b>	<b>75,024</b>	<b>75,480</b>	<b>74,857</b>	<b>75,993</b>	<b>-1%</b>
<b>YR AVG:</b>	<b>902,976</b>					<b>757,536</b>	<b>794,436</b>	<b>831,912</b>	<b>825,612</b>	<b>896,400</b>	<b>839,772</b>	<b>900,288</b>	<b>905,760</b>	<b>898,164</b>	<b>911,916</b>	<b>-1%</b>

survey conducted 8/2019; +mechanical count


\*closed two days/wk; open 31 hrs/wk

\*\*impacted by Yard Crawl



## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Gloria Puffinburger, Solid Waste Manager 

**SUBJECT:** Plastics Recycling Pilot;  
Middletown Convenience Site

**DATE:** October 23, 2019

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As you may recall, staff elected to experiment with the collection of plastic jugs and bottles at the Middletown site, utilizing a trash compactor in place of collection cans.

I am pleased to report that the first load of plastics, heavily monitored by site attendants to curtail contaminants, was serviced and hauled to Apple Valley Waste/Recyclers for recycling on September 11. The 30-yard receiver can transported 2.11 tons of plastics in a single load to the recycler at a cost of \$375.

This demonstrated that further compaction through the use of trash compactors (where available) has the potential to greatly improve recycling efficiency and save money on transportation costs. The compactor accepted plastics at the site for a period of four weeks. Containing plastics in this fashion at the Middletown site has the added advantage of conserving capacity on the normal weekly collection truck used for plastics hauling. This allows the program to send just one truck per week of plastic to the recycler, Apple Valley, in Hagerstown.

Note that the refuse pull schedule was altered at Middletown to free up the second compactor for recycling, but residents adjusted well and seemed to enjoy being a part of a pilot to improve the plastics program and save money. As a result, staff has made this pilot a permanent part of the Middletown site.

Once vacated, staff suggests that the old Albin compactor be utilized for improved efficiency in cardboard collection.

cc: file


**COUNTY of FREDERICK**
**Department of Public Works**

540/665-5643

FAX: 540/678-0682

**MEMORANDUM**

**TO:** Public Works Committee  
**FROM:** Joe C. Wilder, Director of Public Works *JCW*  
**SUBJECT:** Monthly Tonnage Report - Fiscal Year 19/20  
**DATE:** October 22, 2019

The following is the tonnage for the months of July 2018 through June 2020, and the average monthly tonnage for fiscal years 03/04 through 19/20.

FY 03-04: AVERAGE PER MONTH: 16,348 TONS (UP 1,164 TONS)  
 FY 04-05: AVERAGE PER MONTH: 17,029 TONS (UP 681 TONS)  
 FY 05-06: AVERAGE PER MONTH: 17,785 TONS (UP 756 TONS)  
 FY 06-07: AVERAGE PER MONTH: 16,705 TONS (DOWN 1,080 TONS)  
 FY 07-08: AVERAGE PER MONTH: 13,904 TONS (DOWN 2,801 TONS)  
 FY 08-09: AVERAGE PER MONTH: 13,316 TONS (DOWN 588 TONS)  
 FY 09-10: AVERAGE PER MONTH: 12,219 TONS (DOWN 1,097 TONS)  
 FY 10-11: AVERAGE PER MONTH: 12,184 TONS (DOWN 35 TONS)  
 FY 11-12: AVERAGE PER MONTH: 12,013 TONS (DOWN 171 TONS)  
 FY 12-13: AVERAGE PER MONTH: 12,065 TONS (UP 52 TONS)  
 FY 13-14: AVERAGE PER MONTH: 12,468 TONS (UP 403 TONS)  
 FY 14-15: AVERAGE PER MONTH: 13,133 TONS (UP 665 TONS)  
 FY 15-16: AVERAGE PER MONTH: 13,984 TONS (UP 851 TONS)  
 FY 16-17: AVERAGE PER MONTH: 14,507 TONS (UP 523 TONS)  
 FY 17-18: AVERAGE PER MONTH: 15,745 TONS (UP 1,238 TONS)  
 FY 18-19: AVERAGE PER MONTH: 16,594 TONS (UP 849 TONS)  
 FY 19-20: AVERAGE PER MONTH: 17,736 TONS (UP 1,142 TONS)

MONTH	FY 2018-2019	FY 2019-1010
JULY	17,704	17,956
AUGUST	18,543	17,267
SEPTEMBER	14,799	17,985
OCTOBER	18,158	
NOVEMBER	15,404	
DECEMBER	14,426	
JANUARY	13,973	
FEBRUARY	12,764	
MARCH	17,079	
APRIL	20,313	
MAY	19,443	
JUNE	16,519	

JCW/gmp

RECYCLING REPORT - FY 19/20

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL</u> <u>CANS</u>	<u>STEEL</u> <u>CANS</u>	<u>PAPER</u>	<u>OCC</u>	<u>SHOES/TEX</u>	<u>ELEC</u>	<u>SCRAP</u>	<u>TOTAL</u>
JUL	0	51,239	7,345	10,419	101,420	65,520		52,480	307,920	596,343
AUG		30,500	5,450	8,699	70,040	100,240	20,980	28,300	280,080	544,289
SEP		174,840	3,903	4,937	58,100	68,350		57,500		367,630
OCT		7,500					5,100			12,600
NOV										0
DEC										0
JAN										0
FEB										0
MAR										0
APR										0
MAY										0
JUN										0
<b>TOTAL</b>	0	264,079	16,698	24,055	229,560	234,110	26,080	138,280	588,000	1,520,862
<b>FY 18-19</b>	0	430,963	47,082	96,494	998,815	1,243,232	83,104	467,720	2,909,857	6,277,267
<b>FY 17-18</b>	0	465,080	53,224	94,530	1,066,300	1,080,087	37,260	536,420	2,874,709	6,207,610
<b>FY 16-17</b>	372,600	430,435	41,002	89,976	1,082,737	1,009,153	37,220	495,500	2,687,241	6,245,864
<b>FY 15-16</b>	919,540	428,300	52,077	97,252	1,275,060	974,493	48,820	480,400	2,376,344	6,652,286
<b>FY 14-15</b>	895,600	407,703	40,060	97,515	1,272,660	893,380	49,440	532,283	1,890,729	6,079,370
<b>FY 13-14</b>	904,780	417,090	39,399	99,177	1,281,105	902,701	37,800	611,580	1,639,225	5,932,937
<b>FY 12-13</b>	913,530	410,338	45,086	102,875	1,508,029	878,450	39,700	502,680	1,321,938	5,722,626
<b>FY 11-12</b>	865,380	398,320	43,884	99,846	1,492,826	840,717	37,920	484,600	1,432,678	5,696,171
<b>FY 10-11</b>	949,185	378,452	42,120	98,474	1,404,806	824,873	41,700	467,920	1,220,107	5,427,637
<b>FY 09-10</b>	1,123,671	370,386	42,844	96,666	1,235,624	671,669	21,160	435,680	1,348,398	5,346,098
<b>FY 08-09</b>	762,810	322,928	23,473	55,246	1,708,302	564,957	28,780	404,760	1,097,151	4,968,407
<b>FY 07-08</b>	794,932	284,220	15,783	40,544	1,971,883	545,692	0	498,110	1,172,880	5,324,044
<b>FY 06-07</b>	600,464	200,720	11,834	29,285	1,684,711	441,321	0	382,574	550,070	3,900,979
<b>FY 05-06</b>	558,367	190,611	12,478	28,526	1,523,162			381,469	204,220	2,898,833
<b>FY 04-05</b>	549,527	193,224	11,415	27,525	1,552,111			273,707	25,080	2,632,589
<b>FY 03-04</b>	541,896	174,256	11,437	31,112	1,443,461			156,870	336,230	2,695,262
<b>FY 02-03</b>	413,627	146,770	9,840	23,148	1,381,195			62,840	171,680	2,209,100
<b>FY 01-02</b>	450,280	181,040	10,565	25,553	1,401,206			54,061	58,140	2,180,845
<b>FY 00-01</b>	436,615	198,519	10,367	24,988	1,759,731				9,620	2,439,840
<b>FY 99-00</b>	422,447	177,260	10,177	22,847	1,686,587				44,180	2,363,498
<b>FY 98-99</b>	402,192	184,405	9,564	22,905	1,411,950				48,810	2,079,826
<b>FY 97-98</b>	485,294	136,110	13,307	29,775	1,830,000					2,494,486
<b>FY 96-97</b>	373,106	211,105	23,584	46,625	1,690,000					2,344,420
<b>FY 95-96</b>	511,978	167,486	28,441	44,995	1,553,060					2,305,960
<b>TO DATE</b>	14,247,821	6,009,678	548,737	1,234,855	33,150,206	8,547,406	342,540	6,225,034	17,634,721	87,941,078



## FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2019-2020

## DOG REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED OVER NEXT MONTH
JULY	63	33	36	1	0	54	38	7	0	0	34
AUG	34	30	29	0	0	39	19	1	0	0	34
SEP	34	36	23	1	0	21	24	1	0	0	48
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	131	99	88	2	0	114	81	9	0	0	116

In the month of September - 94 dogs in and out of kennel. 4 dogs transferred to other agencies.

## FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2019-2020

## CAT REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED TO NEXT MONTH
JULY	84	136	8	2	7	36	1	78	5	0	117
AUG	117	90	5	1	9	57	1	37	3	0	124
SEP	124	90	5	3	20	39	2	51	3	0	147
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	325	316	18	6	36	132	4	166	11	0	388

In the month of September - 242 cats in and out of shelter. 11 cats transferred to other agencies.