



TOWN OF WARRENTON

Public Works and Utilities Department

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MEMORANDUM

TO: Brandie Schaeffer, Town Manager
FROM: Frank Cassidy, Director, Public Works and Utilities
DATE September 14, 2021
SUBJECT: Solid Waste Program Update

This memo aims to update you on the actions taken regarding our solid waste program discussed at September 8, 2020, December 8, 2020, and May 11, 2021, Town Council Meetings.

We have been gradually implementing changes to our program since September 2020. Our primary objective continues to be a gradual, systematic change bringing our operations in line with our requirements established in the Town Code in 1996 and the current operations of the County Landfill. We updated our progress and the text amendment request at the May 11, 2021, Town Council meeting.

Brief History

In September of 2020 to assess our entire refuse, recycling, and horticultural programs. A report was provided to Council with a discussion during the work session. Based on the initial dialog, I investigated alternatives for service delivery and began to realign resources and objectives to identify efficiencies.

At the December 2020 Council work session, I provided an update. At this meeting, I presented several options to discuss the possible implementation of a fully automated system. The consensus was that going to a fully mechanized system was too big of a step,

and it included providing standardized containers for refuse and recycling. We brought the proposed bins to the meeting to give a visual. These containers were a “one size fits all” system which would not work well for the unique areas throughout the Town, for example, townhouse communities, historic districts with limited access, and burdening our residents with limited access for storage. The consensus was to continue our gradual process changes working to bring our services in line with existing regulations and find alternatives to recycling with the cancellation of the blue bag program.

The May 2021 Town Council meeting included an update to our processes and a text amendment for the existing sections in the Town Code addressing refuse, recycling, and horticultural pick-up. The text amendment was a clean-up of definitions, times for placing items curbside, and clarifying of properties served.

We have provided information in the Town Crier, on Facebook, and through personal outreach with property management companies, HOA's, and individual residents during the entire process. Our outreach followed each process change resulting from a presentation to Council. I have attached a table outlining process changes and goals to assist and the refuse schedule map.

Actions and Updates

As a result of the process changes and direction from the Council, we have taken the following actions:

Routes and Schedules

- The routes for refuse and recycling are undergoing an assessment. There are no changes made to the routes at this point. We will create and announce changes if needed because of changes in equipment and processes. We are using GPS tracking systems and reviewing the routes as changes to processes are implemented.

- The schedules have not changed. We continue a twice-a-week refuse schedule and Wednesday recycling. The days for refuse service are Monday, Tuesday, Thursday, and Friday, depending on the property's location. Attached is a map for reference, and recycling is Town-wide on one day, Wednesday.
- The only change to schedules is the time to have Items placed curbside. The time was changed via text amendment from 8:00 AM to 6:00 AM. The time change provides better route times, eliminating missed pick-ups and maintaining dump times at the landfill.
- We continue to have Spring Cleanup and Fall Leaf Pickup.

Horticultural Waste

- Horticultural waste, referred to as "brush pick-up," is designed to address tree limbs and branches; Items that feed into a chipper. This service does not pick up brush, vines, plant materials, and other landscaping materials. Those items need to be taken to the landfill by the resident.
- We complete Town-wide horticultural pick-up via our chipper crew every Thursday and Friday. This crew also handles all right-of-way mowing and maintenance, facility maintenance, landscaping, and parking lots.
- We continue to have field staff educate property owners during pick up or use newly designed door hangers. We also follow up when unable to contact a responsible party in the field.
- We require all material left by a contractor to be properly removed and disposed of by the contractor.
- This program Is proving effective and efficient, and we consider this Improvement meeting our goal for this service.

Trash Services

- The distribution of Town provided trash bags ceased on July 1, 2021.

- We continue to request property owners to properly bag their refuse and place it in an appropriate container for pick up.
- We continue to Have field staff educate property owners during pick up or use newly designed door hangers plus follow up when unable to contact a responsible party in the field.
- We are working with property managers and HOA's to assist them in finding solutions as every property Is unique and has specific challenges based on the property.
- We are looking at an October 31, 2021, goal of having most issues addressed with progress on refuse containers used.

Recycling Services

- The distribution of the “blue bags” has ceased effective July 1, 2021.
- We are in the process of converting from blue bags to a Town Provided recycling bin. We are distributing bins to every residential property In the Town limits. We started distribution on July 8, 2021, and anticipate completing distribution by the end of August 2021.
- We are changing our collection processes and exploring updated equipment to serve the community better and provide efficiencies. This equipment includes a semi-automated system on the truck.
- We continue to work with County Recycling to refine our processes.
- Our target Is October 31, 2021, to have the transition completed. At this point, we will be introducing new equipment as we update our aging refuse and recycling equipment.

Conclusion

Overall, we are progressing in bringing our program into compliance with our regulations while balancing our customers' expectations and service levels. We encourage and are available for

face-to-face, HOA, neighborhood, and community meetings. These have been very successful, and we have been receiving very positive feedback. We continue to provide updates on Facebook and in the Town Crier. Our next benchmark for assessing the status of our changes and processes is October 31, 2021.

Attachments: Table of Changes

Map of Refuse Routes

Prior Memos regarding Previous Presentations to Town Council