

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting
Regional Board Room
723 Woodlake Drive, Chesapeake, Virginia



Wednesday, January 22, 2020 at 9:30 a.m.

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1. Call Meeting to Order

Pledge of Allegiance
Roll Call

2. Public Comment Period

All speakers must register prior to call to order;
5-minute maximum per speaker unless advised by Chairman differently;
30-minute total maximum time.

3. Chairman's Comments**4. Approval of Minutes**

The minutes of the December 11, 2019 Board meeting are included below for your review and approval.

RECOMMENDED ACTION: Approve the minutes as presented.

MOTION: Do I hear a motion that the December 11, 2019 minutes of the SPSA Board of Directors meeting be approved as presented?

**MINUTES OF THE BOARD OF DIRECTORS OF THE
SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA**

December 11, 2019

The Regular Meeting of the Board of Directors of the Southeastern Public Service Authority (SPSA) was held at 9:30 a.m. in the Regional Board Room at the Regional Building, 723 Woodlake Drive, Chesapeake, Virginia. The following members were in attendance or as noted:

Mr. John Maxwell (<i>absent</i>)	(CH)	Mr. Steven Jenkins	(CH)
Ms. Sheryl Raulston	(FR)	Ms. Amanda Jarratt (<i>absent</i>)	(FR)
Mr. Dale Baugh	(IW)	Mr. Randy Keaton	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad (<i>absent</i>)	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Mr. Solomon Ashby	(PO)
Mr. Mark Hodges (<i>absent</i>)	(SH)	Ms. Lynette Lowe	(SH)
Mr. David Arnold	(SU)	Mr. Patrick Roberts	(SU)
Mr. William Sorrentino	(VB)	Mr. John Barnes	(VB)

* Indicates Late Arrival

** Indicates Early Departure

(CH) Chesapeake; (FR) Franklin; (IW) Isle of Wight; (NO) Norfolk; (PO) Portsmouth, (SH) Southampton County; (SU) Suffolk; (VB) Virginia Beach

Others present at the meeting included the Alternate Ex-Officio Members, Mr. Chad Edwards (FR), Ms. Trista Pope (NO), Ms. Erin Trimyer (PO), Mr. Bobby J. Wheeler (VB), the following SPSA executives, Ms. Liesl R. DeVary, Executive Director and Treasurer, Mr. Dennis Bagley, Deputy Executive Director, Ms. Tressa Preston, Secretary and Executive Administrator, Mr. Warren Tisdale, General Counsel, and Mr. Brett Spain, Attorney with Willcox & Savage.

1. CALL MEETING TO ORDER

Mr. Keifer, Chairman of the Board, called the meeting to order at 9:30 a.m.

2. PUBLIC COMMENT – No public comments received.

3. CHAIRMAN'S COMMENTS

Chairman Keifer opened the meeting by speaking of the impending retirement of SPSA's General Counsel, Warren Tisdale. Chairman Keifer, Mr. Ashby, and Mr. McCoy all spoke of what a valuable asset Ms. Tisdale has been to SPSA and how much he will be missed. The Board wished Mr. Tisdale well in his future endeavors and the following resolution of appreciation was presented as a token of the Board's thanks for his service.

**RESOLUTION OF APPRECIATION TO WARREN L. TISDALE IN RECOGNITION
OF HIS SERVICES TO THE SOUTHEASTERN PUBLIC SERVICE AUTHORITY**

WHEREAS, Warren L. Tisdale, has been the General Counsel for the Board of Directors of the Southeastern Public Service Authority of Virginia (SPSA) beginning July 26, 2017 and culminating on December 31, 2019; and,

WHEREAS, his dedication, integrity, professionalism and expertise have provided the organization with legal advice relating to all aspects of SPSA's multifaceted business; and,

WHEREAS, Warren has participated in and provided expert advice in numerous negotiations involving documents which have led to the continued viability which will provide a firm basis for extended services required by the region; and,

WHEREAS, with a feeling of sincere gratitude, on this occasion, the Board of Directors of the Southeastern Public Service Authority of Virginia expresses its deepest respect and appreciation for his professional service to the Authority and to the citizens of this region.

NOW, THEREFORE, BE IT RESOLVED, with great pride, the Board of Directors of the Southeastern Public Service Authority of Virginia recognizes, thanks and commends Warren L. Tisdale, for his service to the Authority, and presents this Resolution as a token of its esteem and orders a copy be spread upon the minutes of this meeting.

Mr. Sorrentino moved, seconded by Mr. Ashby, to vote on the Resolution of Appreciation to Warren L. Tisdale in Recognition of His Services to the Southeastern Public Service Authority. The vote on the resolution was unanimous.

Chairman Keifer went on to speak of another legal matter reminding the Board that annual conflict of interest disclosures will need to be completed at the first of the year. Mr. Tisdale told the Board that toward the end of the month he would email the forms and the reference to the website that explains how to fill them out. He encouraged the Board to begin filling out the forms, but to please not sign them until after January 1, 2020. The first week of January 2020, Ms. Preston will reach out to the Board and begin collecting forms which, when compiled, she will send to Mr. Spain for filing.

Chairman Keifer also reminded the Board that the end of the calendar year is when the Board completes their evaluation of the Executive Director. The Board is asked to fill out the evaluation form either in hard copy or in the electronic format that Ms. Preston will send to them after the meeting. The Board was instructed to mail hard copies to Ms. Preston or email electronic forms to Mr. Keifer, Mr. McCoy, and Ms. Preston by December 31, 2019. Once all evaluations have been submitted and compiled, the Executive Committee will review ahead of the January meeting.

Finally, Chairman Keifer wished the Board happy holidays and thanked them for their exceptional contributions throughout the year. He went on to say that SPSA has had some major events in recent years and Ms. DeVary and her team continue to strengthen and solidify the organization.

2019 has brought new hires and adjusted pay plans for front-line employees. Tipping fees have been reduced from \$62 to \$57 and today's audit report is favorable. There is much work to do in the coming year, but this year has been a very good one and the Chairman extended his thanks to everyone who has contributed to that success.

4. APPROVAL OF MINUTES

The minutes of the October 23, 2019 Board meeting have been distributed. Chairman Keifer asked if there were any additions or changes.

Ms. Raulston moved, seconded by Mr. Ashby to approve the October 23, 2019 minutes of the SPSA board as presented. The vote on the motion was unanimous.

5. PRESENTATION OF THE ANNUAL AUDIT

The Audit Committee, on which Mr. Jenkins, Ms. Lowe, Mr. Baugh, and Ms. Raulston serve, met with the auditors from Brown Edwards on November 12, 2019. Ms. DeVary asked if any of the members of the Committee would like to make a comment, but they declined. Ms. DeVary introduced Ms. Leslie Roberts to present the audit.

Ms. Roberts explained that while she reviewed the audit in detail with the Audit Committee, she would be presenting an overview to the Board. Ms. Roberts stated that the audit went very well, noting that SPSA staff was well-prepared and helpful throughout the process.

Ms. Roberts directed the Board to the independent auditor's report which states that the records present fairly SPSA's year-end financial position and operations throughout the year resulting in a clean, unmodified audit. Ms. Roberts encouraged the Board to review management's discussion and analysis on page eight of the report as it contains a good high-level analysis of this year's accomplishments compared to last year's numbers. SPSA holds a strong net position for a government entity with an overall net position of about 47.1 million dollars. Of that, about 29 million is net investment in capital assets and 11 million in unrestricted funds that the Board can use at their discretion. On the statement of revenues, expenses, and changes in net position there was a positive change of about 8.8 million dollars, even with reducing tipping fees.

The auditors found no instances of deficiencies or material weakness and no instances of noncompliance with governmental accounting standards. Conflict of interest forms were adequately filed and there were no new GASB pronouncements or changes in financial policies or procedures this year. Ms. Roberts pointed out her and her colleague's contact information in the report should any member of the Board have any issues or questions they would like to address. She thanked Ms. DeVary and her team for their cooperation and assistance throughout their engagement and opened the floor for questions.

With no questions for Ms. Roberts, Chairman Keifer commented that though it has become commonplace for the Board to be presented a favorable audit year after year, it's important

to recognize all of the hard work that takes place all year long to create that result. Chairman Keifer thanked staff for their efforts and requested a motion to approve the annual audit.

Ms. Lowe moved, seconded by Mr. Jenkins to accept the SPSA annual audit as presented. The vote on the motion was unanimous.

6. EXECUTIVE DIRECTOR UPDATES

Ms. DeVary reported that it is business as usual at SPSA and staff continue to keep operations running smoothly.

Ms. DeVary updated the Board on the permitting process for landfill cells VIII and IX stating that the RFP for the third-party consultant to perform an environmental impact statement was issued on October 28th and SPSA received six responses by the November 21st due date. The proposals are being reviewed by HDR, Ms. DeVary, and Mr. Bagley. Ms. DeVary is discussing next steps with the Army Corp of Engineers later today and hopes to have a recommendation to them next week. Once the Corp agrees on the firm selected, staff will bring a contract to the Board to entertain for approval at the January meeting, if all goes well.

The Citizens Advisory Committee has met twice since the last Board Meeting and Ms. DeVary let the Board know how pleased she is with their participation, calling the community representatives engaged and intelligent. The CAC plans to meet on January 7, 2020 to formulate their recommendation.

On October 24, 2020 there was a follow-up meeting on the proposed flyover where primary stakeholders the City of Chesapeake, the City of Suffolk, VDOT, HRTPO and SPSA discussed next steps. There is a proposed long-term solution, as well as a short-term solution in the interim, but cost estimates and funding sources remain unclear. Those details are being firmed up with the goal of applying for funding in the spring. Ms. DeVary commented that she encouraged the group to move toward the long-term solution in a short-term timeframe. She hopes to have more information to present at the January or February meeting.

Ms. DeVary hopes that the Board has had the opportunity to take a look at the new website. Staff is very excited about it because of the improved format and new information it provides. She wanted to take this opportunity to direct the Board to the featured project page on the landfill expansion permitting process which is being created by HDR as a part of the strategic communications task order. Ms. DeVary pointed out the location on the website's home page, as well as tabs on permitting and education on landfills, and the page for the Citizens Advisory Committee, which houses information on the CAC including all the documents presented at meetings and meeting minutes.

Mr. Bagley added a follow-up about the CAC, reiterating that each of the committee members have been wonderful to work with and that he has personally given tours of the landfill to all but one committee member either individually or in pairs. The committee members have been very complimentary about what they saw at the landfill and staff is very

proud of the work being done to keep the facility in such good condition. Staff is working with Southampton County to bring some people in for tours and several school groups have expressed interest. Mr. Bagley offered to give tours to any interested Board members. Ms. DeVary thanked Dennis and the landfill staff for their hard work, stating that this is the best she has ever seen total landfill operations look. She strongly encouraged the Board to take Mr. Bagley up on his offer for a tour so that they can see for themselves.

Mr. Bagley went on to present the operations report stating that in the upcoming financial report the Board will see that waste numbers are down, but landfill numbers are up. This is due to a nearby project, from which the landfill was gifted virgin soil at no cost. This soil will be used to reshape the north slope and counts as tonnage being brought into the landfill, accounting for the discrepancy.

The topographic study at the landfill was completed yesterday and there is time set aside for HDR to complete the airspace utilization study during the first part of January. Staff is optimistic about what this data collection will reveal and will be bringing that information to the Board.

Total leachate hauled for the period was 180,100 gallons with 786,659 gallons pumped to HRSD with a total of 938,759 gallons. Wheelabrator delivered 13,084 tons of residue to the landfill and 5,376 tons were reclassified as nonqualifying. These numbers are improving as Wheelabrator's operators become more familiar with the machinery and as more new machinery gets installed. The tippers at the RDF plant are finished and SPSA is using them. No waste has been diverted for the reporting period. Mr. Bagley reiterated that Wheelabrator has made tremendous strides in improving their operations and he looks forward to continued improvement with their partnership.

There was an odor complaint received about the landfill on November 7, 2019. SPSA staff responded immediately, taking wind direction and speed readings, along with meter readings, but could not detect an odor from the landfill. Staff followed all proper procedures including reporting to the City of Suffolk and the Department of Environmental Quality. The DEQ found the report to be unsubstantiated and staff's investigation into the issue indicates that the odor was likely coming from a nearby coffee plant. There have been no further complaints and although no odor was detected, landfill and environmental staff always take odor complaints seriously.

On the 13th of November there was unauthorized waste from a TFC truck hauling waste from Ecolab dumped on the tipping floor at the Suffolk Transfer Station. TFC was contacted and they responded immediately, along with Eco Lab. SPSA contacted their hazardous material vendor and they removed the hazardous waste. The transfer station was temporarily closed and waste was diverted directly to the landfill with little disturbance to service. The DEQ came to the landfill the following day and determined that SPSA staff followed all proper procedures. SPSA is not currently accepting waste from Ecolab as they resolve issues with the Department of Agriculture and DEQ, but as soon as they are able to meet appropriate standards, SPSA will provide service to them again.

Chairman Keifer pointed out that SPSA has completed another year without any lost time accidents and directed the Board to the red/yellow/green report on landfill leachate that shows no items in the red, and complimented staff on those achievements.

Mr. Sorrentino asked Chairman Keifer to return to a matter from Ms. DeVary's report. Mr. Sorrentino inquired about the selection of a third-party contractor for the environmental impact statement asking if the intention was to return to the Board for approval after the Army Corp of Engineers approves SPSA's selection. Ms. DeVary confirmed that was the intention. Mr. Sorrentino asked Counsel if there was a method by which that could be circumvented in order to expedite the process and prevent delays in beginning the work, perhaps by granting Ms. DeVary to enter into the contract without bringing it to the Board. Mr. Tisdale replied that the Board could vote to allow the Executive Director, in consultation with the Executive Committee and legal counsel, to select the company and formulate a contract for the work.

Without posing an objection, Mr. Arnold asked Chairman Keifer and Mr. Tisdale for clarification that, in authorizing the Executive Director to execute this contract, the Board would be setting aside the requirement that contracts exceeding a certain dollar amount be brought to the Board for a vote. Mr. Tisdale confirmed that was correct, that the action would be to allow the Executive Director to execute the third-party contract for the EIS in the same way she regularly executes contracts of \$30,000 or less.

Mr. McCoy added that when the Executive Committee, along with HDR, makes that selection they should send an email advising the Board as to the decision so that they are aware of the actions taken.

Mr. Keaton asked for clarification on the selection process, inquiring about the selection being subject to final approval by the Army Corp of Engineers. Ms. DeVary clarified that the Corp will have to give approval to SPSA's selection, likely in the form of an email, after reviewing basic information on SPSA's top three preferred contractors.

Chairman Keifer asked for the approximate value of the contract and Ms. DeVary replied that of the six nonbinding fee estimates received, one was as low as 250,000 and one was as high as 1.2 million. Ms. DeVary went on to say that this is a time and material contract, so it will be based on how long the project takes to complete. She estimates about a half a million dollars. The project could take one or two years to complete, but there is hope that it will take less time and therefore be less costly. There are already funds set aside for this project.

Chairman Keifer stated that this is an unusual request, so that if a Board member has any reservations that would be understandable. He asked for additional questions or comments.

Mr. Jenkins asked if there was a capital project for this contract, and if so, is that project already in the budget. Ms. DeVary confirmed that there is a capital project, but that the budget would need to be amended to move the funds from reserve accounts, which could be accomplished by a vote to be brought to the Board in January, once all the details are finalized.

Mr. Ashby asked Chairman Keifer to confirm that there is no fixed amount for this contract. He raised this question to make certain that if the Board decides to deviate from standard procedure, they will not create an issue for an award challenge. Ms. DeVary responded that this contract is being awarded through an RFP process. Each proposal is being evaluated on five criteria, including nonbinding fee estimate. Ms. DeVary stated that she would expect a relatively firm estimate initially and then, as the project progresses, should it take more time, staff would have to bring a new request to the Board for additional funding. At the time of contract approval, the approval would be for a specific dollar amount.

Chairman Keifer and Ms. DeVary outlined the proposed process again stating that of the six proposals received, there will be a selection of a preferred firm which will be sent to the Army Corp of Engineers for approval. Once that approval is received, the RFP team will meet with the company, negotiate the contract in consultation with General Counsel, and should the Board vote to authorize the action, the contract could be awarded without an additional vote from the Board so that the scheduling process can begin as quickly as possible. Chairman Keifer asked for other comments or reservations and there were none.

Mr. Sorrentino moved, seconded my Mr. McCoy to authorize the Executive Director, in consultation with the RFP team and legal counsel, to award the contract for the environmental impact statement and keep the Board advised. The vote on the motion was unanimous.

7. WHEELABRATOR PORTSMOUTH MONTHLY REPORT

Mr. Clint Stratton of Wheelabrator congratulated Mr. Tisdale on his retirement and SPSA staff for completing the year without any lost time accidents. He went on to say that Wheelabrator is thankful for their partnership with SPSA, the member communities and their work with Ms. DeVary and Mr. Bagley and the rest of SPSA staff.

Mr. Stratton presented the October and November 2019 operational reports for Wheelabrator Portsmouth:

Wheelabrator Portsmouth October 2019
Operational Data



44,723 Tons	59,560 Tons	51,279 Tons	13,300* Tons	19,034 MW
Total waste received by SPSA	Waste delivered to RDF	Total RDF processed	Ash sent to landfill	Electric power sold
32,271 K-LBS	95%	100%	0	2
Steam sold to U.S. Navy	Overall boiler availability	Overall generator availability	OSHA recordable accidents	OSHA recordable accidents YTD

*This total includes 9,746.35 tons of non-qualifying residue delivered to the landfill this period. This was driven by downtime on rental screen unit. New unit has been rented from another supplier, and we began screening on this unit on 10-11-19.

Wheelabrator Portsmouth November 2019
Operational Data



40,369 Tons	53,174 Tons	46,435 Tons	13,084* Tons	14,115 MW
Total waste received by SPSA	Waste delivered to RDF	Total RDF processed	Ash sent to landfill	Electric power sold
57,658 K-LBS	98%	100%	0	2
Steam sold to U.S. Navy	Overall boiler availability	Overall generator availability	OSHA recordable accidents	OSHA recordable accidents YTD

*This total includes 5,375.83 tons of non-qualifying residue delivered to the landfill this period. This was driven by downtime on rental screen unit.

After reviewing the operational data, Mr. Stratton discussed plans for equipment replacement and maintenance and provided a video of one of SPSA's drivers operating a tipping trailer at the RDF Plant. While the video is a little over a minute, Mr. Stratton stated that the average tipping time is six to seven minutes depending on driver and trailer, while a walking floor trailer generally takes 17 to 22 minutes to offload.

Mr. Stratton opened the floor for questions and Mr. McCoy confirmed the time savings in using tipper trailers. Chairman Keifer commented on the positive trend of reduction of non-qualifying ash now that new equipment is in place and asked Mr. Stratton to estimate how low that percentage is expected to fall when optimal performance is achieved. Mr. Stratton stated that Wheelabrator has budgeted for 85% qualifying ash and 15% non-qualifying though current numbers are somewhere between 30% and 40%, with previous months seeing that number as high as 90% nonqualifying. At Mr. Sorrentino's prompting Mr. Stratton reiterated that 15% non-qualifying ash is a realistic expectation.

With no further questions, Mr. Stratton introduced Mr. Pete DiCecco, Wheelabrator's VP of Waste Energy. Mr. DiCecco told the Board that he has been in his role for three months and has been in operations in power generation for 25 years. He gave his commitment to the Board that he will make the Wheelabrator Portsmouth facility run as smoothly as possible. Mr. DiCecco went on to say that it is clear to their organization that they need to improve their operations and, under his direction, they have made significant changes in the last two month and will continue to make improvements. Mr. DiCecco looks forward to working with SPSA and making the Portsmouth facility the best running operation in Wheelabrator's fleet.

8. FINANCIAL REPORT

Ms. DeVary reviewed the financial information for the month ending October 31, 2019. Total revenues exceeded total expenses for the fiscal year-to-date by approximately \$3.2 million as compared to \$3 million in the previous fiscal year. Tipping fees reflect an increase of 2.4% or \$353,000 as compared to October of 2018. The municipal waste tons are up approximately 1.9% or 2,873 tons from what was received last October. However, November numbers will show that tonnage has decreased. The total municipal waste received fiscal year-to-date was 155,628 compared to 152,755 a year ago. As the charts indicate, year-to-date municipal waste is essentially unchanged from last year at this time. There is an anticipated decline in December, January, and February.

Ms. DeVary went on to say that total expenses for the month ending October 31, 2019 were approximately \$13 million as compared to \$13.8 million in the prior fiscal year. Cash balances are at approximately \$35.3 million; currently designated as \$1.8 million in operating, \$546,520 still outstanding for FY2019 purchase orders from projects not yet completed, \$5.9 million in undesignated fund balance, which is the equivalent of two months' operating expenses under the current budget, \$2.5 million for the proposed HRSD Force Main, and \$24.5 million in the landfill expansion and closure fund.

Ms. DeVary opened the floor to questions and Mr. Barnes raised the subject of plans for increasing SPSA's number of tipping trailers, citing that additional tippers would increase efficiency and hauling capacity resulting in cost savings. Ms. DeVary and Mr. Bagley replied that current trailers are in good condition and not scheduled for replacement until 2022. At that time, it is likely that staff will recommend the purchase of tipper trailers. After initial analysis it was determined that there would be cost savings in using tipping trailers, but in order to see full operational savings, the full fleet would have to be replaced. SPSA sees no need to spend capital for replacement when trailers are still in good condition. The plan is to replace ten to fifteen trailers a year over a four-year period. In order to meet all of the Authority's needs, including landfill offloading, serving the western communities, and tipping ash, SPSA must continue to have a mixed fleet of both tipper trailers and walking floor trailers. Mr. Barnes encourages staff to continue to look for opportunities to integrate more tipper trailers into the blended fleet sooner rather than later because the increase to efficiency would create significant savings. Ms. DeVary responded that staff will continue to explore options.

Chairman Keifer requested a motion to approve the financial reports.

Mr. Ashby moved, seconded by Mr. Jenkins to approve the SPSA financial report as presented. The vote on the motion was unanimous.

7. CONTRACTS

Ms. DeVary presented for consideration a renewal contract with HDR Engineers to exercise option year three of four possible renewals. This contract, which operates on the calendar year, covers a multitude of professional engineering services in areas including but not limited to environmental regulatory compliance, site plans, landfill gas, construction management, groundwater, stormwater, and VPDES permit coordination. The contract is based on time and materials and the hourly rates that are proposed increase approximately 2.35 percent. The operating budget for this contract is \$275,764. Staff recommends approving the contract renewal for professional engineering services with HDR for the period of January 1, 2020 to December 31, 2020.

Ms. Raulston moved, seconded by Mr. McCoy to award the contract renewal with HDR Engineering. The vote on the motion was unanimous.

8. 2020 BOARD MEETING DATES

Ms. DeVary presented the proposed Board Meeting dates for 2020, which adhere to the standard format of the fourth Wednesday of the month, with the exception of November, where there will be no meeting, and December where the meeting will take place on the second Wednesday of the month. The time of 9:30 a.m. and the location of the Regional Board Room remain the same, as well.

Ms. Raulston moved, seconded by Mr. Roberts to approve the meeting dates for 2020. The vote on the motion was unanimous.

9. OTHER BUSINESS

Mr. Roberts suggested, as a topic for future discussion, clarification on the Navy's on long-term plans for power and steam generation. Chairman Keifer agreed that the topic was an important one already being discussed by the Executive Committee and that there are attempts being made to gather the information for that discussion.

Chairman Keifer also welcomed Chad Edwards, the new alternate Ex-Officio Board Member representing the City of Franklin.

10. ADJOURN MEETING

There being no further business to come before the Board of Directors the regular meeting was adjourned at 10:48 a.m.

Liesl R. DeVary
Executive Director

Submitted by: Tressa Preston, Secretary, SPSA Board of Directors

5. Executive Director Updates

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – October 16, 2019

Landfill Operational Summary

SPSA Regional Landfill Operational Summary		KEY:			
Period	December 1st, 2019 to December 31st, 2019		Change Since Last Report		
			All Is Well		
			Working On		
			Noted Issue		
Item	Metric Item	Metric	Performance/Comment	Status Code	Comments/Corrective Actions
1	Regulatory Compliance				
1.1	Notice of Violations	None	In Compliance		
1.2	Environmental compliance and reporting	Compliance	All submissions made.		
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during the reporting period.
1.2.2	Title V	Compliance	In Compliance		New EPA regulations have been issued. Still awaiting VDEQ's final decision on whether they will accept those regulations as written or enforce more stringent limits as allowed by the new EPA rules.
1.2.3	VPDES	Compliance	In Compliance		Permit submitted on time. Extension given for some samples that required waiting for qualifying rain events. Awaiting response from DEQ for further action or acceptance.
1.2.4	Financial Assurance	Compliance	In compliance		
1.2.5	Wetlands	Compliance	In Compliance		
1.2.6	Groundwater	Compliance	In Compliance		4th quarter groundwater started October 15th, completed initial sampling on October 29th. Resample was conducted November 18th. Piezometers for cells VIII and IX readings started this quarter; these will be continued monthly.
1.2.7	Storm water system operating and in compliance with VPDES permit	Systems operational and in good order	In Compliance		In compliance.
2	Landfilling Operations				
2.1	Tonnage Landfilled	Actual Tons	39,216		
2.2	No. staff	16.5	13.5		3 - Vacancies (2-HEO, 1-HEO for TPF)
2.2	Equipment Utilization	Key equipment fully operational and deployed	All equipment operating and deployed with appropriate spares		Took delivery of new D-8 Dozer at the RLF on 12/22/19.
3	Cover Operations				
3.1	Total Cover Material Received	Actual Tons	25,360		
3.2	Date of last aerial survey	12/12/2019			
3.3	December 2018 Operational In-Place Density (lbs./cy)	1,600-1,800lbs/cy	1,788 lbs./cy or AUF = 0.894		New Airspace Utilization Report currently under way. Final report should be complete by the end of January
3.4	December 2018 Effective In-Place Density (lbs./cy)	1,600 lbs./cy	2005 lbs./cy or AUF = 1.00		Still well above targeted long term airspace utilization.

4	Leachate Management				
4.1	Pump stations operational during period	100 % Operational	All pump stations are operational, pump performance is being monitored, and repairs/replacements made as necessary.		All vaults are operational.
4.2	SCADA system operational during period	100 % Operational	Fully operational		SCADA is fully operational.
4.3	Flow meter system functional during period	100 % Operational	All 8 Cell V/VI Pump Stations are now operational		Flow Meters can now be logged to history in Scada system and reviewed as needed.
4.4	Leachate Levels	In compliance	In compliance.		1. In compliance at all 8 pump station locations. 2. Flow generation remain < 40,000 GPD typically.
4.5	Leachate Disposal	In compliance			Capital Project to dredge leachate lagoons began 1/13/2020. Project is scheduled to be completed 2/14/2020. Leachate quality will improve as a result of this project.
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons	740,574		From 12/1 to 12/31
4.5.1.1	Cell V, Sumps 1-4	x gallons	387,319		From 12/1 to 12/31
4.5.1.2	Cell VI, Sumps 5-8	x gallons	415,374		From 12/1 to 12/31
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	459,470		From 12/1 to 12/31
4.5.3	Disposal costs in period: \$		\$ 21,028		From 12/1 to 12/31
4.5.4	Any issues relative to leachate quality and acceptance at WWTPs?	No constraints	No constraints		
5	Landfill Gas Management	Compliance	In compliance		4th quarter surface emissions monitoring and gas monitoring completed. No exceedances to report.
6	Odor Complaints	No complaints	No complaints		From 12/1 to 12/31
7	HRSD Force Main	Contract Schedule	None provided to date.		30% Construction Drawings have been provided and staff is currently reviewing.

Executive Committee Minutes

Executive Committee Minutes
Southeastern Public Service Authority of Virginia
October 16, 2019

A meeting of the Executive Committee was held at 1:00 p.m. in the second-floor conference room of the SPSA Regional Office Building in Chesapeake, Virginia and was called to order by Chairman John Keifer. The other Committee Members present at this meeting were Mr. Luke McCoy, and Mr. William Sorrentino. Mr. Randy Keaton arrived at the meeting at approximately 1:30 p.m., due to a transportation issue. Also in attendance were Executive Director, Liesl R. DeVary, Deputy Executive Director, Dennis Bagley, Executive Administrator, Tressa Preston, General Counsel, Warren Tisdale, and Willcox and Savage attorney, Brett Spain.

Items for Discussion:

1. Review and approve Executive Committee Minutes of September 18, 2019

Mr. McCoy moved, seconded by Mr. Sorrentino, to approve the minutes of September 18, 2019. All were in favor.

2. Executive Director Reports / October Board Meeting Agenda

- a) Update on Landfill Expansion Permitting Process

Ms. DeVary informed the Committee that she has not yet received a response from Melissa Nash the Army Corps of Engineers with any feedback on the submitted Purpose and Need Statement and RFP for the Environmental Impact Statement (EIS). She has reached out by phone and email and expects to hear from Ms. Nash soon.

HDR conducted an extensive study and concluded that the area selected for landfill expansion does not lay within a 100-year floodplain. The City of Suffolk concurs with HDR's findings and has issued a formal letter stating as such.

The Citizens Advisory Committee (CAC) will meet on October 29, 2019 at 6:30pm at the Regional Office Boardroom. Members from Suffolk and Virginia Beach are still needed and Ms. DeVary will reach out again to those communities. This meeting will be advertised by public notice on the SPSA's notice board and website. Mr. Keifer and Mr. McCoy plan to attend to thank and welcome the CAC members. No SPSA Board business will be conducted at the CAC meeting. Other members of the Board are welcome to attend and observe for informational purposes as private citizens.

The CAC meeting will consist of an overview of SPSA operations presented by Ms. DeVary. The roles and responsibilities of the CAC will be reviewed and forms completed. HDR will give a presentation about siting requirements and posters of the

landfill masterplan will be available for viewing. The new SPSA website will have a designated project page where the Board and the public can locate information about and disseminated to the CAC.

The next Flyover meeting is scheduled for October 24, 2019.

b) Wheelabrator

Ms. DeVary reports that she and Mr. Bagley have met with Peter DiCecco, Wheelabrator's Vice President of Waste to Energy, and they are cautiously optimistic about the progress towards increased reliability of service. Although Mr. DiCecco is based out of New Hampshire, he will be meeting monthly with Ms. DeVary and Mr. Bagley and has also begin submitting weekly written reports about performance and maintenance. Under Mr. DiCecco's guidance, Wheelabrator has hired more staff, is coaching local leadership, and has demonstrated a clear understanding of the causes of their previous barriers to service. Mr. Bagley is confident that sustainable changes have been put into place. The Committee congratulated Ms. DeVary and Mr. Bagley for their efforts to affect this change. Mr. Keifer requested that an additional report for Wheelabrator, similar in structure to the Landfill Operational Summary, be added to Board Meeting Agendas beginning with the December Board Meeting. Ms. DeVary and Mr. Bagley agreed that they would provide the report.

c) Navy Contract

The contract with the Navy has been renewed through August 30, 2020. There continue to be challenges regarding the Navy's budgeting for SPSA services and general awareness of the nature of the services that SPSA provides. Tom Kowalski, Director of Solid Waste, remains a helpful contact for contracting issues.

d) Board Meeting

The third and final portion of the Environmental Compliance Permitting Series will be presented at the October Board Meeting. It will cover the Virginia Pollutant Discharge Elimination System & Title V Air Permit at the Regional Landfill.

Four contracts will be submitted to the Board for review. Staff is recommending that contracts be awarded to ECS Mid-Atlantic to perform a total facilities assessment and create a capital replacement schedule, to BCA Industries for a trailer mounted portable tire shredder, and to Cox Virginia Telecom, L.L.C. to provide network and telecommunications services to all of SPSA's locations. Ms. DeVary and Mr. Bagley reviewed the processes that led staff to these recommendations. Additionally, Willcox & Savage has provided a new Letter of Engagement naming Mr. Brett Spain as Mr. Warren Tisdale's successor as SPSA's General Counsel, to take effect upon Mr. Tisdale's retirement on December 31, 2019.

3. Meeting Adjourned at 2:09 p.m.

6. Wheelabrator Portsmouth Monthly Report

January 10, 2020

Liesl R. DeVary
Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, VA 23320

Dear Ms. DeVary:

Please find attached the Monthly Report for Wheelabrator Portsmouth Inc. facility required by Schedule 15 of the Service Agreement. Should you have any questions on any of the items covered herein please do not hesitate to contact me.

Sincerely,

Clint Stratton
Plant Manager, Wheelabrator Portsmouth

enclosure

**WHEELABRATOR PORTSMOUTH INC
TONNAGES REPORT
CALENDAR YEAR 2019**

MONTH	SPSA ACCEPTABLE WASTE (TONS)		THIRD PARTY ACCEPTABLE WASTE (TONS)		OUT-OF-STATE WASTE (TONS) *		OUTSIDE-AREA WASTE (TONS)		TOTAL TONNAGE		RDF WASTE						MW SOLD TO THE GRID (MWH)
	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	NAVY STEAM DELIVERED (K-LBS)	ALL WASTE ACCEPTED AT RDF (TONS)	NP REMOVED FROM RDF (TONS)	PROHIBITED WASTE (TONS)	RDF WASTE DIVERTED TO LANDFILLS (TONS)	PROCESSED WASTE (CALC)	PROCESSED FORMULA	ASH DELIVERED TO LANDFILL (TONS)	
JAN	43,639.86	8,796.40	671.02	-	53,107.28	83,072	53,107.28	4,342.25	-	1,023.16	48,765.03	50,095.33	14,823.46	15,841			
FEB	35,824.65	9,937.79	825.26	-	46,587.70	69,621	46,587.70	4,075.29	-	-	42,512.41	39,891.88	9,649.18	12,567			
MAR	41,971.42	6,163.44	909.63	-	49,044.49	74,327	49,044.49	4,067.70	-	228.28	44,976.79	47,129.38	11,545.49	15,084			
APR	48,293.43	8,246.30	853.98	-	57,393.71	48,052	57,393.71	4,485.86	-	1,074.83	52,907.85	50,643.08	14,102.74	17,654			
MAY	51,531.79	7,850.32	794.43	-	60,176.54	32,175	60,176.54	4,138.34	-	3,275.50	56,038.20	55,457.50	14,714.38	20,809			
JUN	45,159.95	6,450.03	1,014.33	-	52,624.31	29,459	52,624.31	4,614.81	-	4,505.09	48,009.50	51,305.24	14,377.54	18,570			
JUL	49,698.24	4,543.49	593.89	-	54,835.62	30,350	54,835.62	5,136.59	-	3,247.16	49,699.03	45,250.62	11,673.06	14,290			
AUG	51,074.19	10,310.81	1,237.92	-	62,622.92	30,034	62,622.92	7,879.65	-	443.74	54,743.27	51,082.59	13,742.59	16,517			
SEP	44,093.91	5,051.94	1,111.69	-	50,257.54	30,002	50,257.54	5,664.22	-	2,873.85	44,593.32	49,367.69	12,922.71	17,603			
OCT	44,723.24	13,205.80	1,631.33	-	59,560.37	32,271	59,560.37	5,069.95	-	498.95	54,490.42	51,278.79	13,299.85	19,034			
NOV	40,369.15	11,395.67	1,409.41	-	53,174.23	57,658	53,174.23	5,151.26	-	-	48,022.97	46,435.37	13,083.58	14,115			
DEC	42,366.78	12,171.09	2,150.75	-	56,688.62	82,637	56,688.62	3,507.67	-	1,005.19	53,180.95	54,509.32	14,023.40	16,959			
YTD TOTAL	538,746.61	104,123.08	13,203.64	-	656,073.33	599,657.10	656,073.33	58,133.59	-	18,175.75	597,939.74	592,446.79	157,957.98	199,043.00			

* NOTE: This is material brought in from the nearby counties in NC provided for under the Service Agreement.

**WHEELABRATOR PORTSMOUTH INC
AVAILABILITY
CALENDAR YEAR 2019**

MONTH	BOILER AVAILABILITY (%)	BOILER PLANNED OUTAGES (HRS)	BOILER UNPLANNED OUTAGES (HRS)	TURBINE AVAILABILITY	TURBINE PLANNED OUTAGES (HRS)	TURBINE UNPLANNED OUTAGES (HRS)
JAN	92%	166.90	67.40	90%	81.00	241.40
FEB	94%	149.00	10.00	93%	148.00	1.00
MAR	92%	192.00	42.00	96%	71.00	10.00
APR	86%	291.00	108.00	98%	-	50.00
MAY	96%	-	126.00	99%	-	14.00
JUN	90%	144.00	145.00	100%	-	-
JUL	91%	176.00	87.00	99%	-	13.00
AUG	87%	167.00	224.00	98%	12.00	41.00
SEP	94%	23.00	397.00	99%	-	3.00
OCT	95%	115.00	44.00	100%	-	-
NOV	98%	-	70.00	100%	-	6.00
DEC	96%	-	118.00	100%	-	-
YTD TOTAL	93%	1,423.90	1,438.40	98%	312.00	379.40

WHEELABRATOR PORTSMOUTH INC

SUPPLEMENTAL INFORMATION

December 2019

Total Waste received by SPSA:	42,367 tons
Waste delivered to RDF:	56,689 tons
Total RDF processed:	54,509 tons
Ash sent to landfill:	14,023 tons*
Electric power sold:	16,959 MW
Steam sold to Navy:	82,637 K-LBS
Overall Boiler availability:	96%
Overall Generator availability:	100%
Environmental Incidents	0

OSHA Recordable Accidents this period: 1

OSHA Recordable Accidents YTD: 3

General Notes:

* This total includes 4,037.53 tons of non-qualifying residue delivered to the landfill this period.
This was driven by downtime on rental screen unit

Wheelabrator Portsmouth Inc.

Monthly Report for the Month of December 2019

This report is submitted in accordance with the Waste Disposal & Services Agreement, section 3.17.1.

Environmental Issues:

Contractor has not received any notices in violation (NOV) or orders, and no such NOV's, proceedings, orders or investigations are pending, for the subject period.

Tests Completed:

Monthly Industrial Discharge Samples
Fuel Oil Sample
Storm water Sample(s)

Tests Planned:

Monthly Industrial Discharge Samples
Fuel Oil Sample(s)
Storm Water Sample

Inspections:

None

Air Quality Violations:

None

Safety Issues:

OSHA Recordable Accidents this period:	1
OSHA Recordable Accidents YTD:	3
Lost Time Accidents this period:	0
Lost Time Accidents YTD:	1

Op Stats: see attached spreadsheet

Upcoming Planned Outages:

2020 Outages

Jan 12-20	Boiler 2
Feb 2-8	Boiler 3
March 15-21	Boiler 4
April 5-11	Boiler 1
May 10-18	Boiler 2
June	No outage
July 19-27	Boiler 3
August 9-13	Boiler 4
September 13-19	Boiler 1
October 18-24	Boiler 2
November	No outage
December 13-18	Boiler 3

7. Citizens Advisory Committee

In accordance with Virginia Solid Waste Regulations 9VAC20-81-450 and Virginia Code 10.1-1408.1.B.5, the SPSA Board of Directors authorized the creation of a Citizens Advisory Committee (CAC) to make recommendations regarding SPSA's request for landfill expansion. The role of the Committee was to serve in an advisory capacity only and make a recommendation to the Board regarding preferred landfill options, including the possible siting of a new landfill, in order to meet SPSA's disposal needs for the next 20 to 40 years.

The Committee was made up of 13 members appointed by SPSA's eight member communities. The CAC met on October 29, 2019, November 19, 2019, and January 7, 2020. After careful consideration of information on landfill siting considerations, alternative landfill sites, and current landfill operations presented by SPSA staff and HDR, and as a result of extensive discussion, the Committee voted to recommend the continued expansion of the Regional Landfill to Cells VIII and IX. The recommendation states that expansion of the Regional Landfill is the most cost-effective and environmentally sound choice. The Committee voted to present their recommendation in the form of a letter signed by Committee Chairman Andrew G. Baan of Virginia Beach.

Attachments:

- Recommendation Letter from the Citizens Advisory Committee
- Approved Minutes from the October 29, 2019 CAC Meeting
- Approved Minutes from the November 19, 2019 CAC Meeting
- Approved Minutes from the January 7, 2020 CAC Meeting

SOUTHEASTERN PUBLIC SERVICE AUTHORITY (SPSA)

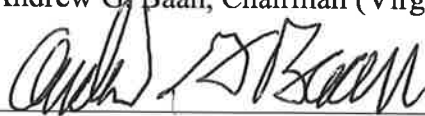
Citizens Advisory Committee (CAC)

Recommendation

In order to meet SPSA's disposal needs for the next 20 to 40 years, the SPSA Citizens Advisory Committee recommends continued expansion of the Regional Landfill as the preferred landfill option. After careful consideration of economic and environmental factors, the Committee has determined that expansion of the Regional Landfill is the most cost-effective and environmentally sound solution.

Please refer to the CAC meeting minutes of October 29, 2019, November 19, 2019 and January 7, 2020 for information and discussions that led to this recommendation.

Mr. Andrew G. Baan, Chairman (Virginia Beach)



**MINUTES OF THE CITIZENS ADVISORY COMMITTEE OF THE
SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA**

October 29, 2019

A meeting of the Citizens Advisory Committee of the Southeastern Public Service Authority (SPSA) was held at 6:30 p.m. in the Regional Board Room at the Regional Building, 723 Woodlake Drive, Chesapeake, Virginia. The following members were in attendance or as noted:

Mr. John Kish	(CH)	Mr. Richard Pippin	(CH)
Mr. William Raye Moore	(FR)		
Mr. Richard Schwarting	(IW)		
Mr. Willie Barnes	(NO)	Ms. Kim Y. Sudderth	(NO)
Mr. Mark Geduldig-Yatrofsky	(PO)	Mr. Vernon Tillage	(PO)
Mr. John Bunch	(SH)	Ms. Denise Wlodyka (<i>absent</i>)	(SH)
Ms. Ellen Cobb	(SU)		
Mr. Andrew G. Baan	(VB)	Mr. Eric Nielsen	(VB)

* Indicates Late Arrival

** Indicates Early Departure

(CH) Chesapeake; (FR) Franklin; (IW) Isle of Wight; (NO) Norfolk; (PO) Portsmouth, (SH) Southampton County; (SU) Suffolk; (VB) Virginia Beach

Others present at the meeting included SPSA Board of Directors Chairman, Mr. John Keifer and Vice Chairman C. W. "Luke" McCoy**, SPSA Executive Staff, Ms. Liesl R. DeVary, Executive Director, Mr. Dennis Bagley, Deputy Executive Director, Ms. Tressa Preston, Executive Administrator, and HDR Staff, Mr. Jeffrey Murray and Ms. Carita Parks.

1. WELCOME AND INTRODUCTIONS

Ms. DeVary welcomed the Committee and introduced SPSA staff, the Chairman and Vice Chairman of the SPSA Board of Directors, and staff from HDR, the firm that has assisted SPSA with consulting and permitting services since SPSA's inception. Ms. DeVary thanked the Committee for being willing to share their time and knowledge and then invited the Committee members to introduce themselves.

The Committee is made up of people with varying backgrounds, but they each have an interest in serving their community. Many have extensive experience in environmental planning and engineering and local government. Others' expertise is in the private sector, non-profit organizations, and the Navy.

SPSA Board Chairman John Keifer then spoke to the Committee about SPSA's dedication to environmental responsibility and service to its member communities. Looking decades in to the future to plan for the needs of the service area, SPSA is proposing an expansion to the Regional Landfill which is being supported by all eight member communities. With the proposed

expansion comes permitting requirements, one of which is the formation of a Citizens Advisory Committee (CAC). SPSA is not just concerned with only meeting minimum requirements, but wants to embrace the spirit of these regulations. SPSA will be considerate of the Committee's time and listen carefully to what they have to say.

2. CAC ROLES AND RESPONSIBILITIES

Ms. DeVary went over the role the Citizens Advisory Committee and the responsibilities of its members. The CAC will serve in an advisory capacity only, giving their recommendation to the SPSA Board of Directors solely on the subject of landfill options. Because SPSA is a "public body," as an advisory Committee, the CAC is subject to the Virginia Freedom of Information Act (FOIA). In keeping with FOIA regulations, CAC meetings will be public meetings and proper notice given so that citizens may attend. Ms. DeVary went on to explain that due to these regulations, more than two Committee members discussing CAC business would constitute a meeting and individuals found to be in willful violation of FOIA may be subject to fines. Because SPSA is committed to transparency and adherence to FOIA regulations, Ms. DeVary requests that members limit discussion of Committee business to formal meetings.

3. OVERVIEW OF SPSA OPERATIONS

Ms. DeVary gave a brief overview of SPSA's origins, the purpose of the organization and its governing structure. She went on to cover SPSA operations, including facilities, programs and vehicles. Statistics reviewed included employees, waste tonnages, and transportation. Ms. DeVary presented maps to show the locations of SPSA's facilities in relation to each other, and an aerial view of the Regional Landfill with descriptions of individual cells. She discussed the projected life of the landfill, stating that all currently permitted cells could potentially be at capacity by 2035 if all municipal solid waste is deposited there.

Additionally, Ms. DeVary outlined the treatment of landfill gas and the flow of waste in the region. As a point of clarification, Mr. Keifer mentioned that communities are responsible for their individual waste collections which are then brought to transfer stations, or in some cases, directly to the Wheelabrator Refuse Derived Fuel (RDF) Plant. Clarification was also given that municipal "waste" refers to everything except recycling. There was discussion about the costs of Waste to Energy (WTE) at the RDF plant versus landfill. Approximately 83% of waste in the SPSA system goes to the RDF Plant. While WTE is more expensive than the landfill, the resulting ash takes up considerably less space, even serving as a cover which otherwise would have been space taken up by soil. Construction and Demolition Debris (CDD) was also discussed and it was noted that while the Regional Landfill accepts some CDD, it is discouraged. The Regional Landfill is a sanitary, fully lined landfill, so other local options, like the Portsmouth CDD Landfill, are more affordable for communities. Keeping costs low for member communities is one of SPSA's highest priorities, as is evidenced by lowered tipping fees.

Mr. McCoy mentioned some of his history in the field of waste management, stating that working together to find solutions is always best and that SPSA is poised to continue to make good choices for the communities it serves. Ms. DeVary spoke briefly about SPSA's previous financial concerns, but reports that over the course of the last ten years, SPSA has become

completely debt free. Mr. Barnes, who was Chairman of the Norfolk Environmental Commission during that time, congratulated Ms. DeVary on her efforts, stating that SPSA has clearly turned a corner in their business model.



Citizen Advisory Committee
October 29, 2019



Agenda

1. Welcome and Introductions
2. CAC Roles and Responsibilities
3. Overview of SPSA Operations
4. Landfill Regulatory Siting Requirements
5. Planning Future Meetings and Site Visits
6. Election of Chairperson



CAC Role & Responsibilities

- The task of the CAC is to evaluate and review landfill options for SPSA.
- The CAC will serve in an advisory capacity only, and will make a recommendation to the SPSA Board regarding preferred landfill options.
- The CAC needs to appoint a committee chair person.
- Meetings shall be open to the public.



FOIA

- SPSA is a public body subject to the Virginia Freedom of Information Act (FOIA).
- FOIA imposes restrictions and procedures to ensure that, except in limited circumstances, the transaction of public business only occurs in open meetings that have been properly noticed. These restrictions can prohibit even informal discussions among members of a public body regarding public business.



FOIA

- The failure to comply with FOIA can lead to enforcement actions and, in cases of willful and knowing violations, monetary penalties against individuals.
- SPSA remains committed to community transparency and openness. To ensure that we all remain in compliance with FOIA, please limit all discussion of the committee's business and activities to formal meetings.
- We do not anticipate that you will receive any requests for documents in your capacity as a member of the committee, but, if you do, please forward them to Liesl DeVary for processing.



History

- SPSA is a public body incorporated in the State of Virginia and has all the rights, powers and duties set forth in Chapter 51 of Title 15.2 of the Code of Virginia.
- Originally created in 1973 as a water authority and in 1976 SPSA's responsibilities were revised to be the regional solid waste disposal system.
- Core Purpose: The management of the safe and environmentally sound disposal of regional waste.
- SPSA is governed by a 16 member board of directors comprised of:
 - 8 Governor Appointed Members (cannot be elected officials)
 - 8 Ex-officio members – an employee of respective member locality



SPSA Operations

SPSA staff operate:

- Nine transfer stations throughout Southeastern Virginia
- The Regional Landfill in Suffolk
- A transportation division including 30 tractors and 40 trailers
- A fleet maintenance operation ~ 1 shop in Portsmouth and 1 shop at the Regional Landfill
- A household hazardous waste (HHW) program
- A tire shredding facility
- A white goods and scrap metal program and
- A comprehensive safety program



SPSA Stats

- 140 employees
- Transfer Stations handle over 600,000 tons per year.
- The transportation division:
 - Hauls over 425,000 tons per year
 - Drive over 760,000 miles per year
- The Regional Landfill accepts over 325,000 tons per year.
- Fleet Maintenance manages approximately 234 pieces of rolling stock, ranging from pickup trucks, dozers, excavators to tractors and trailers.
- Tire shredder processes over 460,000 tires per year. We use the shredded tires at the landfill for alternate daily cover, drainage projects and road base.

SPSA owns and operates nine transfer stations varying in size.



Aerial View of Landfill

Located on 633 acres in the City of Suffolk.

- Cells I - IV account for 100 disposal acres. No more waste is being disposed of in these cells.
- Cell V is permitted for 44 disposal acres.
- Cell VI is permitted for 41 disposal acres. This is the cell currently being used.
- Cell VII is currently operated as a borrow pit to support the landfill operations and is fully permitted for 56 disposal acres.
- Cell VIII/IX are for future expansion.



Projected Life of Landfill

- At the current rate of waste disposed at the Regional Landfill, the current cells (V&VI) will be filled by 2029 but could be as early as 2027 dependent on volume, compaction ratio and achieving the planned slopes.
- Cell VII could be filled as early as 2035 if only MSW is disposed in the cell.



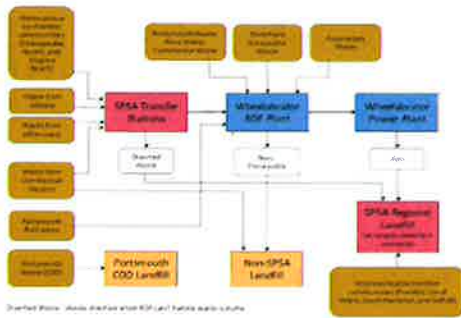
Landfill Gas

- Methane gas is a byproduct of decomposing waste. The gas is extracted and either sold to a local manufacturing plant or used to fuel generators that produce electricity which is sold back to the grid.
- If any excess gas exists it is "flared off" at the power generation plant.
- This is accomplished in conjunction with Suffolk Energy Partners who is a third party contractor.





Flow of Waste



Questions / Comments

Liesl DeVary, Executive Director
757.961.3402
ldevary@spsa.com

4. LANDFILL REGULATORY SITING REQUIREMENTS PRESENTATION

Mr. Jeffrey Murray of HDR, gave a presentation on the regulatory aspects of siting a landfill, illustrating the many considerations in choosing a site. Before moving into the Virginia Department of Environmental Quality (DEQ) regulations, Mr. Murray spoke about past speculations on what the future of waste would look like. Perhaps people envisioned a total absence of the need for landfills in this day and age, but as of yet that technology has not been developed. Ms. DeVary went on to say that SPSA is fully committed to using current technology and exploring new technology to find non-landfill solutions, but that those advancements will never fully negate the need for a landfill. Landfill expansion allows SPSA to be fully prepared to meet their member communities' future needs.

Siting requirements for landfills that hold household garbage, also known as municipal solid waste (MSW), as the Regional Landfill does, include considering floodplains, groundwater quality, the geological stability of the area, location restrictions, wetland protections, limiting site characteristics, and other special considerations like community acceptance and proximity to waste collection areas.

The Regional Landfill meets the extensive criteria laid out in Mr. Murray's presentation, but that does not mean that it is the only option. The CAC can decide if there are other potential areas that meet the requirements and should be considered. The question that Mr. Murray posed to the group was, "if not here, then where?" Additional options would be hauling MSW to a private landfill. Considerations for alternatives would include environmental, geographical, and economic factors.

The following discussions occurred during and after Mr. Murray's presentation. For clarity they have been grouped by subject matter rather than chronology.

- A point of clarification was made that household hazardous waste (HHW) does not enter the Regional Landfill. It is temporarily stored there in limited quantities under controlled

conditions until it can be picked up by a company specializing in hazardous waste disposal.

- The term “leachate” was defined for the group as precipitation that is in contact with waste which then infiltrates the waste and picks up various constituents. To simplify, it is any liquid that is produced by or filtered through waste. SPSA landfill and environmental staff employ numerous techniques to minimize, monitor, and manage leachate at the Regional Landfill.
- Questions were raised about the accuracy and frequency of updates to FEMA floodplain maps. While FEMA does not update maps annually, the understanding is that they are taking climate change into consideration and that they have an ongoing process to update elevation information. Local planning departments siting for development can determine more specific elevation information in their surveying processes. The same is true for landfill siting. The existing FEMA map does not show accurate elevations at the Regional Landfill because there was no base elevation established. SPSA has done its own hydrologic modeling to ensure that development occurs outside of the 100-year flood plan which was indicated by that modeling. The City of Suffolk has reviewed those analyses and concurs with the floodplain findings.
- Hydrology can be used to project whether or not a site could potentially enter a floodplain at a future date by anticipating larger storms and the elevation change that would be necessary to accommodate those potential events. It is not required, but the Virginia DEQ may request that an organization look at differing conditions for future events after a permit is submitted. The wetlands surrounding the Regional Landfill are nontidal and would not be subject to sea level rise.
- The proposed Cells VIII and IX for the Regional Landfill constitute roughly 100 acres for the landfill itself and 29 acres for the perimeter roads and stormwater pond, all of which are wetlands. SPSA would welcome the opportunity to develop mitigation, but the federal criteria followed by the state of Virginia and the Norfolk District require the use of mitigation banks unless banks are not available. Mitigation bank areas have to be located in the same hydrologic unit area as the project site and mitigation must occur before any impact takes place. Permitting requires a mitigation plan, which SPSA is fully prepared to undertake, but not all areas would be impacted at once. It is SPSA’s practice to use future cells as excavation borrow pits to reduce construction costs, meaning some mitigation would happen well before the new cells would be in use and other areas, depending on operational use, potentially would never impact wetlands at all. While irrelevant from a regularity perspective, it should be noted that the wetlands at the Regional Landfill are not high-quality habitat, as it is an area that has been forested for years.

- Groundwater at the Regional Landfill flows northeasterly toward the Great Dismal Swamp. Groundwater, as well as other environmental concerns are monitored by SPSA's Environmental staff, who test and monitor regularly.
- A question was raised about local regulations versus state and federal regulations. The Virginia DEQ follows a program that is approved by the federal Environmental Protection Agency (EPA), so there is no concern there. But receiving state permits does not circumvent getting local approval. For example, the City of Suffolk, where the Regional Landfill is located, requires a number of planning and regulatory requirements. SPSA is fortunate that Suffolk is a cooperative partner in the Regional Landfill. None of SPSA's eight member communities have taken formal action to legislate against siting a landfill in their community, but informally, Suffolk is the only community that has indicated interest and support as a host community.
- In discussing the need for community support, a past proposed Portsmouth transfer station was cited as an example of local opposition. The community objected to standard waste facility associated concerns such as increased traffic, potential odors, and possible vectors like birds and rodents. Additionally, there was a cultural consideration as the proposed site would have been located in a historically disadvantaged community.
- With several challenges facing the current systems, possible cessation of municipal recycling programs was brought up as a factor in relation to useful life considerations at the landfill. Ms. DeVary responded that SPSA is very mindful of the impact of additional municipal waste that would be caused by the reduction or elimination of recycling programs. Immediate responses might include hauling some of the waste collected at the Suffolk transfer station to the Wheelabrator RDF Plant with the revenue from additional waste offsetting the added hauling costs. That would allow more time for construction of additional landfill space. Also, SPSA is always looking into new technologies to manage waste. In the event that SPSA needs to process additional tons of waste that would be created if all eight member communities ended their recycling programs, SPSA has plans in place to handle the influx.
- The subject of possibilities for a closed landfill was raised and Mr. Murray mentioned long-term management plans that could include passive recreation, commercial recreation, or turning the land back to nature. Choices are dependent on regulatory approvals and would only happen after the 30-year post-closure care period in which active monitoring and maintenance is occurring, but much like Mount Trashmore in Virginia Beach, a closed landfill can continue to serve the community in which it is located.



**CELLS VIII & IX PERMITTING
CITIZENS ADVISORY COMMITTEE**

First Meeting: October 29, 2019



**01 REGULATORY SITING
CRITERIA**



9VAC20-81-120. SITING REQUIREMENTS

Floodplains	Stable areas	Restrictions
Groundwater	Wetlands	Limiting Site Characteristics
Special Considerations	Adequate Area to Manage Leachate	Airport Proximity

FLOODPLAINS

No new landfill shall be sited in a 100-year floodplain



STABLE AREAS

Geologically stable areas where adequate foundation support for the structural components of the landfill exists.



RESTRICTIONS

- 50 feet** from the facility boundary
- 100 feet** from any perennial stream or river
- 200 feet** from any residence, school, daycare center, hospital, nursing home, or recreational park area in existence at the time of application
- 500 feet** from any well, spring, or other groundwater source of drinking water in existence at the time of application
- 1,000 feet** from the nearest edge of the right-of-way of any interstate or primary highway

RESTRICTIONS

- Park or recreational area
- Wildlife management area
- Critical habitat of any endangered species
- Surface or groundwater public water supply intake or reservoir
- Areas vulnerable to flooding
- Over a sinkhole or solution cavern associated with karst topography
- Over a fault that has had displacement in Holocene time
- Within seismic impact zones



GROUNDWATER

- Factors to be considered in determining whether or not a site can be monitored shall include:
 - Ability to characterize the direction of groundwater flow within the uppermost aquifer
 - Ability to characterize and define any releases from the landfill so as to determine what corrective actions are necessary
 - Ability to perform corrective action as necessary



WETLANDS

- The construction and operation of the landfill will not:
 - Cause or contribute to violations of any applicable water quality standard.
 - Violate any applicable toxic effluent standard or prohibition under § 307 of the Clean Water Act.
 - Jeopardize the continued existence of endangered or threatened species or result in the destruction or adverse modification of a critical habitat, protected under the Endangered Species Act of 1973; and
 - Violate any requirement under the Marine Protection, Research and Sanctuaries Act of 1972 for the protection of a marine sanctuary.



WETLANDS

- Not be constructed in any tidal wetland or non-tidal wetland contiguous to any water body, unless:
 - Impact is < 2 Acres, or
 - Existing Permitted Facility Subject to Provisions of § 19.1-408.5
 - Suffolk Regional Landfill meets five Criteria



WETLANDS

- The landfill will not cause or contribute to significant degradation of wetlands. Including:
 - Erosion, stability and migration potential of native wetland soils, mounds, and deposits used to support the landfill;
 - The volume and chemical nature of the waste managed in the landfill;
 - Impacts on fish, wildlife and other aquatic resources and their habitat from release of the solid waste;
 - The potential effects of catastrophic release of waste to the wetland and the resulting impacts on the environment.



SITE CHARACTERISTICS

- No Excessive Slopes (>33%)
- Lack of available cover material on-site or commitment from a borrow site
- Presence of springs, seeps, or other groundwater flow
- Presence of gas, water, sewage or electric transmission lines
- Existence of former open dump
- Adequate space to manage leachate
- Airport Proximity



02 OTHER CONSIDERATIONS

OTHER CONSIDERATIONS

- Community Acceptance/Zoning
- Proximity to Waste Generation and Transfer Stations
- Adequate Site Access
- Proximity to Residents/Commercial
- Wastewater Connection
 - Force-main or Hauling
- Stormwater Discharge Location
 - Discharge Requirements



OTHER CONSIDERATIONS

- Property Size
 - Landfill Cells and Roadways
 - Buffers
 - How much is enough?
 - Soil Borrow Areas
 - Support construction and operation
 - Complementary Operations
 - Support Facilities
 - Leachate Pre-Treatment
 - Admin
 - Maintenance Garage
 - LFG to Energy
 - Citizens Drop-Off



5. **PLANNING FUTURE MEETINGS AND SITE VISITS**

Ms. DeVary polled the Committee about preferred times for meetings and confirmation of upcoming meeting dates. 6:30 p.m. was agreed upon as the meeting time and the next meeting date was set for Tuesday, November 19, 2019. Future meeting dates will be discussed on the 19th. Additionally, site visits to the Regional Landfill were scheduled for Committee Members individually or in groups of two, so that they can learn more about landfill operations.

There was discussion on the best way to move forward with evaluating potential landfill options in addition to expanding the Regional Landfill. Committee members were encouraged to present any ideas that they come up with as individuals. SPSA will gather current information about private landfill options, and any additional information that may be requested, to present to the group at the November 19th meeting.

Ms. DeVary also directed the Committee to SPSA's newly redesigned website for more operational information, including a page dedicated to the CAC. The documents from this meeting will be posted on the website and minutes will be distributed before the November 19, 2019 meeting.

6. **ELECTION OF CHAIRPERSON**

It was requested that any Committee Member interested in serving as Chairperson of the Committee make that interest known and discuss their qualifications. Mr. Andrew Baan responded that, having served as the Chairman of a Planning Commission in his town, he has experience running a productive meeting and would be willing to take on the role. A vote was taken and Mr. Baan was unanimously elected Chairman of the Citizens Advisory Committee.

7. **ADJOURN MEETING**

There being no further business to come before the Citizens Advisory Committee the meeting was adjourned at 8:49 p.m.



Andrew G. Baan
CAC Chairman

Submitted by: Tressa Preston, SPSA Executive Administrator

**MINUTES OF THE CITIZENS ADVISORY COMMITTEE OF THE
SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA**

November 19, 2019

A meeting of the Citizens Advisory Committee of the Southeastern Public Service Authority (SPSA) was held at 6:30 p.m. in the Regional Board Room at the Regional Building, 723 Woodlake Drive, Chesapeake, Virginia. The following members were in attendance or as noted:

Mr. John Kish	(CH)	Mr. Richard Pippin	(CH)
Mr. William Raye Moore	(FR)		
Mr. Richard Schwarting	(IW)		
Mr. Willie Barnes	(NO)	Ms. Kim Y. Sudderth*	(NO)
Mr. Mark Geduldig-Yatrofsky	(PO)	Mr. Vernon Tillage (<i>absent</i>)	(PO)
Mr. John Bunch	(SH)	Ms. Denise Wlodyka	(SH)
Ms. Ellen Cobb	(SU)		
Mr. Andrew G. Baan	(VB)	Mr. Eric Nielsen	(VB)

* Indicates Late Arrival

** Indicates Early Departure

(CH) Chesapeake; (FR) Franklin; (IW) Isle of Wight; (NO) Norfolk; (PO) Portsmouth, (SH) Southampton County; (SU) Suffolk; (VB) Virginia Beach

Others present at the meeting included SPSA Executive Staff, Ms. Liesl R. DeVary, Executive Director, Mr. Dennis Bagley, Deputy Executive Director, Ms. Tressa Preston, Executive Administrator, and HDR Staff, Mr. Jeffrey Murray.

1. CALL TO ORDER AND APPROVAL OF MINUTES

Ms. DeVary welcomed the Committee and reviewed the agenda for the evening's meeting. With the minutes from the October 29, 2019 meeting of the Citizens Advisory Committee having been distributed and members given time to review before the meeting, Charmain Baan entertained a motion to approve the minutes.

Mr. Pippin moved, seconded by Mr. Schwarting, to approve the October 29, 2019 minutes of the Citizens Advisory Committee as presented. The vote on the motion was unanimous.

2. FEEDBACK ON THE TOURS OF THE LANDFILL

Ms. DeVary opened the floor for members to provide any feedback on their tours of the Regional Landfill. Several members of the Committee spoke about their experience, commenting on the cleanliness and efficiency of landfill operations, the landfill's central location within the service area, as well as the facility's relative isolation from homes and businesses. There was also conversation about utilization of new technologies to improve landfill compacting and speculation about future land use once the landfill cells are closed.

The Committee expressed gratitude to staff for making the tours possible, stating that they were enjoyable, informative and relevant to the work of the Committee. Ms. DeVary thanked the members for their comments and agreed that that being able to see and experience something firsthand is often the best way to gain understanding.

3. PROCEDURAL OVERVIEW AND NEXT STEPS

At the request of the Chairman, Ms. DeVary reviewed the roles and responsibilities of the Committee in relation to their formal recommendation to the SPSA Board of Directors. The CAC mission states that the Committee will serve in an advisory capacity regarding landfill options only and will deliver their recommendation to the Board in the form of a letter or an oral presentation.

Chairman Baan asked the Committee if they had comments or suggestions on the form and structure that the recommendation should take. After some discussion it was determined that the Committee will vote on their recommendation and that, due to the fact that the CAC is an advisory committee rather than a decision-making committee, if the recommendation is not unanimous dissenting opinions can be included. Before moving on to the review of alternative landfill locations, Chairman Baan asked the Committee to keep in mind their mission of delivering a formal recommendation to the Board and allow that goal to give context and structure to their discussion.

4. ALTERNATIVE LANDFILL LOCATIONS

Ms. DeVary began the by stating that, to SPSA's knowledge, the only community in SPSA's service area that has interest and/or capacity to host a landfill is Suffolk, the host community for the Regional Landfill. Chairman Baan asked the Committee, for the record, if any members had differing information or opinions. The Committee agreed with Ms. DeVary's assessment that there is not a location in the SPSA service area that is open to siting a new landfill.

Knowing that financial concerns would be a major factor in assessing alternative sites, as an introduction to Mr. Murray's presentation, Ms. DeVary went over the criteria SPSA is using to evaluate the estimated costs. Ms. DeVary explained that direct operating costs and capital costs are grouped into four categories: transfer stations; transportation; landfill; and additional programs. She went on to say that indirect costs such as administration, fleet maintenance, scale house operations, and the environmental department are allocated across those four groups based on factors like waste tons received, labor hours, and total operating costs. Applying this information to the task at hand, regardless of where waste is hauled, there should be no significant changes to transfer station operations or other programs. The primary focus would be changes to transportation costs and associated capital, fleet maintenance, and landfill costs. In these slides, costs can be inferred by looking at transportation miles, as increased transportation miles alone will be an indicator of increased costs.

Mr. Murray pointed out that while economic drivers are certainly a large consideration, based on previous discussions, the Committee will likely have interest in other factors related to hauling, such as environmental concerns like carbon emissions and community concerns like traffic congestion and highway safety.

The first of Mr. Murray's slides shows the SPSA service area and four of the five alternative landfill sites presented for consideration. The fifth is a long-distance site that is included as an example of a rail transportation option.

Mr. Murray starts by giving an overview of the SPSA Regional Landfill, noting operator, location, 2018 disposal numbers, permitted capacity, estimated life, total transportation miles, tipping fee, and other considerations. Each of the following slides will take the same format. For the purpose of this exercise, SPSA is assuming that all waste will go the Regional Landfill with the goal of providing an "apples to apples" comparison with the other landfill sites so that the Committee can make a more informed recommendation to the Board of Directors.

The Regional Landfill, operated by SPSA on Bob Foeller Drive in Suffolk, disposed of 358,220 tons in 2018 with a permitted capacity of 9,399,117 tons and an estimated life of 19 years. Total yearly transportation miles would be 1,137,234 and the tipping fee is between \$25.00 and \$30.00. Other considerations include that the facility is co-located with the Suffolk Transfer Station and that it is centrally located to SPSA's service area. There is a dense buffer area that keeps the Regional Landfill from disturbing the residences and businesses in the area.

Atlantic Waste Disposal, operated by Waste Management, Inc. on Atlantic Lane in Waverly, VA disposed of 1,279,485 tons with a permitted capacity of 45,497,743 tons and an estimated life of 74 years. Total yearly transportation miles would be 3,056,447 and the tipping fee is estimated between \$40.00 and \$50.00. Other considerations would include additional trailers, tractors, and staff needed, along with increased fleet maintenance costs.

Bethel Landfill, operated by Waste Management, Inc. at 100 N. Park Lane in Hampton, VA disposed of 645,913 tons in 2018 with a permitted capacity of 22,467,607 tons and an estimated life of 80 years. Total yearly transportation miles would be 1,607,625 and the tipping fee is estimated between \$40.00 and \$50.00. Other considerations would include additional trailers, tractors, and staff needed, along with increased fleet maintenance costs. Additionally, transportation delays to Hampton and limited hours due to close proximity to residential housing would require further increases to equipment and staff.

Brunswick Waste Management Facility, operated by Republic Services, Inc. at 107 Mallard Crossing Road in Lawrenceville, VA disposed of 211,151 tons in 2018 with a permitted capacity of 9,982,219 tons and an estimated life of 72 years. Total yearly transportation miles would be 4,480,791 and the tipping fee is estimated between \$40.00 and \$50.00. Other considerations would include additional trailers, tractors, and staff needed, along with increased fleet maintenance costs.

Shoosmith Landfill, operated by Shoosmith Brothers at 11520 Iron Bridge Road in Chester, VA disposed of 1,002,544 tons in 2018 with a permitted capacity of 20,050,000 tons and an

estimated life of 30 years. Total yearly transportation miles would be 4,684,657 and the tipping fee is estimated between \$40.00 and \$50.00. Other considerations would include additional trailers, tractors, and staff needed, along with increased fleet maintenance costs.

The final alternative site has been presented as an example of a rail transportation facility, which is an option that has been a part of previous discussions and is the solution for some communities. Tunnel Hill Reclamation Landfill is operated by Tunnel Hill Partners, located at 8822 Tunnel Hill Road in New Lexington, Ohio and disposed of 1,299,797 tons in 2018. Being an out-of-state facility, there are no published numbers on estimated life that staff has been able to locate. Total rail transportation is more than 850 miles, totaling 387,434,250 ton-miles with an estimated \$25.00 - \$30.00 tipping fee. For this option there would be an extensive capital outlay to create infrastructure to transport by rail, as well as a \$100K cost per individual rail car and \$10K cost per individual cube. With rail car turn-around time taking up to six weeks it would be an extensive investment in order to serve the needs of SPSA's member communities. Mr. Murray believes that this is not a viable option for SPSA, but has outlined the details to give insight into the process.

Mr. Murry went on to say that while each of these options would require increases to costs for the member communities, there is alternative landfill space available should the Board of Directors determine that hauling is necessary, or if the permitting process is not able to proceed.

Chairman Baan thanked SPSA staff and Mr. Murray for their work on the presentation, particularly for the summary slide that compiles all of the data into a chart, noting that this information allows the Committee to perform its due diligence in their recommendation.

SPSA
WASTE SOLUTIONS

**CELLS VIII & IX PERMITTING
CITIZENS ADVISORY COMMITTEE**
Second Meeting | November 19, 2019

FOR

AGENDA AND EXPECTATIONS FOR TODAY

1. Call to Order and Approval of Minutes
2. Feedback on Regional Landfill Tours
3. Procedural Overview / Next Steps
4. Alternative Landfill Locations
5. Group Discussion
6. Planning the Next Meeting

01 APPROVAL OF MINUTES

**02 FEEDBACK ON REGIONAL
LANDFILL TOURS**

03 PROCEDURAL OVERVIEW

CAC MISSION

The CAC will serve in an advisory capacity only, and will make recommendations regarding preferred landfill options, including the possible siting of a new landfill, in order to meet SPSA's disposal needs for the next 20 to 40 years, and make its recommendations to the Board in the form of a letter or oral presentation to the SPSA Board.

04 ALTERNATIVE LANDFILL LOCATIONS

EVALUATING ALTERNATIVE LANDFILL COSTS

SPSA's direct operating and capital costs are categorized in 4 groups:

- 1 Transfer Stations
- 2 Transportation
- 3 Landfill
- 4 Other programs such as Household Hazardous Waste, Whites Goods and Tire Shredder

- > The indirect costs such as administration, fleet maintenance, scale attendants and environmental are allocated over the 4 groups based on certain factors like waste tons received, labor hours and total operating costs.
- > Regardless of where the waste is hauled, there should be no significant changes to transfer station operations or other programs.
- > We primarily focus on changes to transportation costs and associated capital, fleet maintenance, and landfill costs.



SPSA REGIONAL LANDFILL

- Operator: SPSA
- Location: Bob Foeller Dr., Suffolk, VA
- 2018 Disposal: 358,220 tons
- Permitted Capacity: 9,399,117 tons
- Estimated Life: 19 yrs
- Total Transportation Miles: 1,137,234
- Tipping Fee: \$25-30
- Other Considerations:
 - Co-Located with Suffolk TS



ATLANTIC WASTE DISPOSAL

- Operator: Waste Management, Inc.
- Location: Atlantic Ln, Waverly, VA
- 2018 Disposal: 1,279,485 tons
- Permitted Capacity: 45,497,743 tons
- Estimated Life: 74 yrs
- Total Transportation Miles: 3,056,447
- Tipping Fee: \$40-50 estimated
- Other Considerations:
 - Additional Trailers/Tractors & Staff
 - Increase in fleet maintenance costs



BETHEL LANDFILL

- Operator: Waste Management, Inc.
- Location: 100 N. Park Ln, Hampton, VA
- 2018 Disposal: 645,913 tons
- Permitted Remaining: 22,467,607 tons
- Estimated Life: 80 yrs
- Total Transportation Miles: 1,607,625
- Tipping Fee: \$40-50 estimated
- Other Considerations:
 - Additional Trailers/Tractors & Staff
 - Increase in fleet maintenance costs
 - Transportation Delays to Hampton



BRUNSWICK WASTE MANAGEMENT FACILITY

- Operator: Republic Services, Inc.
- Location: 107 Mallard Crossing Rd, Lawrenceville, VA
- 2018 Disposal: 211,151 tons
- Permitted Capacity: 9,982,219 tons
- Estimated Life: 72 yrs
- Total Transportation Miles: 4,480,791
- Tipping Fee: \$40-50 estimated
- Other Considerations:
 - Additional Trailers/Tractors & Staff
 - Increase in fleet maintenance costs



SHOOSMITH LANDFILL

- Operator: Shoosmith Brothers
- Location: 11520 Iron Bridge Rd, Chesler, VA
- 2018 Disposal: 1,002,544 tons
- Permitted Capacity: 20,050,000 tons
- Estimated Life: 30 yrs
- Total Transportation Miles: 4,684,657
- Tipping Fee: \$40-50 estimated
- Other Considerations:
 - Additional Trailers/Tractors & Staff
 - Increase in fleet maintenance costs



TUNNEL HILL RECLAMATION LANDFILL

- Operator: Tunnel Hill Partners
- Location: 8822 Tunnel Hill Road, New Lexington, OH
- 2018 Disposal: 1,299,797 tons
- Estimated Life: ?
- Total Rail Transportation: 850+ miles
 - 387,434,250 ton-miles
- Rail Cost: \$0.033 to \$0.08/ton-mile e/w
- Tipping Fee: \$25-30 estimated
- Other Considerations:
 - Rail Transfer Station Cost and Access
 - Rail Cars and Container Cost
 - Travel Times and Rail Container Storage



SUMMARY OF ALTERNATIVE LANDFILL SITES

	Regional Landfill	Atlantic Waste Disposal	Bethel Landfill	Brunswick Waste Management Facility	Shoosmith Landfill
Operator	SPSA	Waste Management	Waste Management	Republic Services, Inc.	Shoosmith Brothers
Location	Suffolk	Waverly	Hampton	Lawrenceville	Chester
Estimated Life	10 years	74 years*	80 years*	72 years*	30 years*
Transportation Miles	1,157,234	3,056,447	1,607,625	4,480,791	4,684,657
Tipping Fee (per ton)	\$25-30	\$40-50	\$40-50	\$40-50	\$40-50

* Life estimates taken from the 2019 Annual Solid Waste Report for CY 2018 Prepared by VDEQ

05 GROUP DISCUSSION

06 PLANNING THE NEXT MEETING

07 QUESTIONS / COMMENTS

5. GROUP DISCUSSION

The following discussions occurred before, during, and after Mr. Murray's presentation. For clarity they have been grouped by subject matter rather than chronology.

- SPSA is a public company and the other alternative sites are private companies. This means that SPSA is not seeking to make a profit whereas the other companies are driven by the free market and must answer to their stockholders. This fundamental difference in operations results in differences in permitting and procedures. As a public entity, SPSA permits as needed because that is the soundest choice for their member communities. SPSA builds smaller and more slowly, siting landfills as a safety net to provide for their communities' needs. In public companies, permitting generally happens all at once so that they have room to hold waste from an unlimited service area with the goal of filling their landfills as fast as possible to increase profits. Public companies still must meet the current environmental standards as they build, but at the rates at which they are filling and capping, their permits often happen with little time to spare.
- SPSA and the Regional Landfill have a service area that is limited only to its member communities. The other alternative sites have an unlimited service area, making it possible for them to accept waste from as far away as New York and New England. Some of these distant communities have determined that it is in their best interests to ship all of their municipal waste out of state and not permit new landfills, but this is done at great expense. If it were necessary for SPSA to take those steps, they would be able to do so, but at a greatly increased cost to the member communities. Perhaps these high costs will incentivize the market to create new technologies for managing and processing waste, but as of yet, those technologies do not exist.
- If SPSA were to enter into a contract with any of these alternative sites, it is likely that they would be able to negotiate a 10% to 15% decrease in the tipping fee, but not enough to make a significant change in the overall costs.
- SPSA's tipping fee is an "all in" number that covers SPSA's full operating costs, as well as money set aside for expansion and future closure costs. The expansion of the Regional Landfill is already included in the current tipping fee. In the past, SPSA borrowed money in the form of bonds to fund their projects. Since Ms. DeVary's tenure with the organization, SPSA is a cash-only operation, using only their own funds. In addition to maintaining self-sufficiency, one of the reasons for this decision is that in order for borrowing to be viable, terms are usually 20 to 30 years, but SPSA's use and support agreements with member communities are only 10 years.
- The costs for SPSA to transport waste work out to roughly \$8 to \$10 per mile. The way costs are calculated is through an Excel model that formulates based on number of tons

from each transfer station, mileage from each station, average miles per hour for total minutes on the road, how many drivers it will take to haul that many loads, fuel costs, et cetera. It is a very detailed process that considers many factors. The average truck hauls between 20 and 22 tons per load. This is due to weight regulations from the Department of Transportation and other carriers would be held to the same standard.

- It should be noted that all life estimates for each of the Virginia alternative landfill sites have been taken from the 2019 Annual Solid Waste report for CY 2018, which was prepared by the Virginia Department of Environmental Quality. If one were to do a straight addition of the yearly tonnage rates to calculate life capacity of these sites, the numbers would not balance. This is a known factor, but these official numbers are the ones used by the State of Virginia to determine whether or not a new landfill can be sited. Should SPSA begin hauling all of their waste to one of the alternative sites, it is unknown how that influx of tonnage would alter the life capacity of the site.
- There was discussion among the Committee that the alternative sites farthest away (Brunswick and Shoosmith) should be eliminated as possibilities. Ms. DeVary noted that SPSA has, in the past, received a bid from Republic, Inc. to haul to their Brunswick facility. While the tipping fee was lowered, that did not make up for the overall transportation costs that would have to be incurred.
- A member of the Committee inquired as to whether or not SPSA would be receiving any of the ash from the new coal plant. Ms. DeVary advised that SPSA would not be receiving any of that ash.
- Regarding the permitted height of the landfill, a member of the Committee inquired about petitioning for a variance as it appears that the Regional Landfill does not lay in a direct path for aircraft that would be arriving at or departing from the Hampton Roads Executive Airport. Mr. Murray advised that safety regulations are set in place by the Federal Aviation Administration (FAA) and are non-negotiable. Murray also mentioned that with the design of the landfill cells being what they are, it would not be advisable to fill higher due to safe construction limitations, and that birds and other vectors are issues to consider.
- One of the considerations brought up for discussion was prompted by the Committee's visits to the Regional Landfill. It is SPSA's practice to construct landfill cells by excavating the soil from the area under construction and moving it to a "borrow pit" where the soil is stored until it is needed for clean fill. In order to use wetlands as a borrow pit it must first be permitted as a future landfill site. One cannot get a permit to impact wetlands to be used solely as a borrow pit. This process of using excavated soils is what helps keep construction costs low and is a contributing factor in the timing of seeking permits for cells VIII and IX now so that cell VII can begin construction when needed. Even though there are years of life left in the already permitted cells at the

landfill, construction and operation of cell VII will be most efficient once cells VIII and IX are permitted.

- The cost of wetlands mitigation is estimated to be approximately \$20K to \$30K per acre. With low-quality wetlands there is an anticipated 2:1 ratio for banked mitigation. However, it is important to note that while SPSA has budgeted \$5.2M for wetlands mitigation, mitigation only occurs at the time of disturbance, so it is likely that SPSA would not have to purchase these mitigation credits until many years in the future.

A suggestion was made to see if SPSA could purchase adjacent property to use for wetlands mitigation, as well as to ensure a continued buffer and act as insurance that no unwitting buyers would find themselves with property adjacent to a landfill. Mr. Murray informed the committee that the Army Corp of Engineers would not be favorable to that as the property is already considered wetlands. They insist on banks for wetlands mitigation, unless none are available. Purchasing property for self-mitigation is fourth or fifth on their list. While SPSA would much prefer to handle their own mitigation, it is understandable that the Army Corp of Engineers would want to maintain control of the process to ensure that all of their standards are being met.

- A committee member raised a concern about the buffer around the Regional Landfill as it relates to unsuspecting buyers potentially purchasing land for development only to discover too late that it has been permitted as a future landfill site. Mr. Bagley suggested that due to the majority of the property falling into protected wetlands on the delineation map, it is unlikely to be purchased for development. While it is outside of the Committee's jurisdiction to ask the City of Suffolk to warn potential buyers of the proximity to the landfill, Ms. DeVary and Mr. Nielsen are confident that there are local provisions that are already in place to keep citizens aware of the process through public meetings and other planning initiatives. Mr. Murray added that the Regional Landfill Master Plan has been a part of the public record and the conditional use and permitting process, noting that the landfill is a valuable resource to the community as Suffolk is compensated as a host community.
- The Committee brought up concerns about not devoting time to discuss and explore ways to reduce, reuse, and recycle, as they are more primary methods in the waste hierarchy pyramid. Ms. DeVary clarified that such explorations fall outside of the scope of this Committee as the CAC's mission is to discuss landfill siting only. She did, however, direct committee members to the Regional Solid Waste Plan which is managed by the Hampton Roads Planning District Commission (HRPDC) under the guidance of the region's communities and to which SPSA contributes as a stakeholder. Mr. Bagley and Mr. Murray went on to say that, as a mandate of recycling legislation, the Regional Solid Waste Plan is the vehicle by which those hierarchical processes are addressed as a part of the region's waste management strategies. Choices regarding reduction and recycling are determined at the community level and lay outside of SPSA's scope of service. As it stands, member communities entrust SPSA to responsibly provide the

essential service of managing all waste that is not recyclable. Ensuring that there is adequate landfill space for that inevitable waste is the charge of this Committee.

In light of the discussion, Chairman Baan opened the floor for a motion on the Committee's recommendation and/or a motion on the form that the recommendation should take.

Mr. Nielsen moved that the Committee recommend the expansion of the Regional Landfill to cells VIII and IX. Mr. Schwarting seconded.

A discussion followed where committee members voiced their support for the motion to recommend the expansion of the regional landfill. Comments fell into the following categories:

Economic Considerations: With the other alternative sites all involving increased transportation miles and associated capital and staffing costs, it would be more cost-effective to expand the Regional Landfill. This assessment includes consideration for wetland mitigation costs.

Environmental Concerns: More transportation miles will result in increased carbon emissions with a negative impact to the climate. Although the expansion of the Regional Landfill will require the disturbance of wetlands, the quality of habitat is low and there are mitigation requirements that will be followed.

Location Practicality: Finding a community to host a landfill site is challenging and Suffolk is willing and able to continue to serve as a host for the Regional Landfill.

Timeliness: In order for SPSA to continue the construction of the previously permitted cell VII, permitting for future cells VIII and IX would be required to mitigate costs by serving as a soil borrow pit.

Confidence in Current Operations: The Committee is satisfied that SPSA staff is operating the landfill using safe, effective, environmentally and financially sound practices.

While no oppositional options were expressed, through the course of discussion it was determined that the Committee's preference was to take time to process the information presented at the meeting and return to take a final vote in January, provided that there was no pressing time constraint. Ms. DeVary confirmed that the Committee should feel free to take all the time they need to consider their recommendation.

Mr. Geduldig-Yatrofsky moved to defer Mr. Nielsen's motion to the January meeting. Ms. Sudderth seconded. The vote on the motion to defer was unanimous.

Chairman Baan returned the discussion to the topic of the form in which the recommendation would be presented.

Ms. Cobb moved that the Committee submit their recommendation in the form of a written statement to the SPSA Board of Directors. Mr. Barnes seconded.

SPSA staff discussed the Committee's preference on the structure of the written statement, confirming that the statement would be presented as a heavily condensed summary of the conclusions reached through presentation of materials and group discussion. The minutes of those meetings shall serve as a detailed accounting of how the Committee arrived at their recommendations. SPSA staff will draft a version of that statement and the Committee will have time to edit to their specifications.

It was again determined that the Committee preferred to take its final vote on the form of the recommendation at the next meeting and will review and edit the statement drafted by SPSA staff which will reference the previous meeting minutes.

Mr. Pippin moved to defer Ms. Cobb's motion to the January meeting. Mr. Moore seconded. The motion to defer was opposed by Mr. Barnes with all other members of the Committee present voting in favor. The motion passed.

6. **PLANNING THE NEXT MEETING**

Due to scheduling conflicts for several members of the Committee, the meeting scheduled for January 14, 2020 was rescheduled. The date of January 7th at the same time and place was agreed upon by the Committee. The next meeting of the Citizens Advisory Committee will take place at 6:30pm in the Regional Board Room on Tuesday, January 7, 2020.

7. **ADJOURN MEETING**

There being no further business to come before the Citizens Advisory Committee, Chairman Baan asked for a motion to adjourn the meeting. Mr. Geduldig-Yatrofsky moved that the meeting be adjourned and Ms. Wlodyka seconded. The vote was unanimous and the meeting was adjourned at 8:40 p.m.



Andrew G. Baan
CAC Chairman

Submitted by: Tressa Preston, SPSA Executive Administrator

**MINUTES OF THE CITIZENS ADVISORY COMMITTEE OF THE
SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA**

January 7, 2020

A meeting of the Citizens Advisory Committee of the Southeastern Public Service Authority (SPSA) was held at 6:30 p.m. in the Regional Board Room at the Regional Building, 723 Woodlake Drive, Chesapeake, Virginia. The following members were in attendance or as noted:

Mr. John Kish	(CH)	Mr. Richard Pippin	(CH)
Mr. William Raye Moore	(FR)		
Mr. Richard Schwarting	(IW)		
Mr. Willie Barnes	(NO)	Ms. Kim Y. Sudderth	(NO)
Mr. Mark Geduldig-Yatrofsky	(PO)	Mr. Vernon Tillage (<i>absent</i>)	(PO)
Mr. John Bunch	(SH)	Ms. Denise Wlodyka	(SH)
Ms. Ellen Cobb	(SU)		
Mr. Andrew G. Baan	(VB)	Mr. Eric Nielsen	(VB)

* Indicates Late Arrival

** Indicates Early Departure

(CH) Chesapeake; (FR) Franklin; (IW) Isle of Wight; (NO) Norfolk; (PO) Portsmouth, (SH) Southampton County; (SU) Suffolk; (VB) Virginia Beach

Others present at the meeting included SPSA Executive Staff, Ms. Liesl R. DeVary, Executive Director, Mr. Dennis Bagley, Deputy Executive Director, Ms. Tressa Preston, Executive Administrator, SPSA Board Chair, Mr. John Keifer and Vice Chair, Mr. C.W. "Luke" McCoy, and Mr. Bob Hely and Mr. Joel Rubin of Wheelabrator Technologies, Inc. in Portsmouth.

1. CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Baan called the meeting to order at 6:30 p.m. Ms. DeVary welcomed the Committee and reviewed the agenda for the evening's meeting. With the minutes from the November 19, 2019 meeting of the Citizens Advisory Committee having been distributed and members given time to review before the meeting, Chairman Baan entertained a motion to approve the minutes.

Mr. Nielsen moved, seconded by Mr. Schwarting, to approve the November 19, 2019 minutes of the Citizens Advisory Committee as presented. The vote on the motion was unanimous.

2. REVIEW OF THE NOVEMBER 19, 2019 MEETING

Ms. DeVary reviewed the information and discussions from the previous meeting. Starting with the slide comparing various alternative landfill options, she reminded the Committee that the significant factor would be number of transportation miles and their correlating increases to staff, equipment, and operating costs.

Moving on to discussion points from the previous meeting, Ms. DeVary reiterated that there are no known locations in the member service area for siting a new landfill. That being the case, the question becomes whether to haul to an alternative landfill, as previously discussed, or expand the current landfill.

At the November 19, 2019 meeting the Committee discussed their economic, environmental, practical, and community concerns about hauling to an alternative landfill site versus expanding the Regional Landfill. These discussions gave rise to a motion for the Committee to recommend expansion of the Regional Landfill. This motion was deferred to the current meeting. Additionally, there was a motion for the Committee to make their recommendation to the SPSA Board of Directors in the form of a letter. This motion was also deferred to the current meeting.

3. GROUP DISCUSSION AND FORMULATING THE RECOMMENDATION

Chairman Baan opened the floor for continued discussion and encouraged the Committee to share any new thoughts or concerns. Ms. Sudderth informed the Committee that she has spoken with colleagues who work with wetlands about the potential impact of expanding the Regional Landfill and was told that within the wetlands community there is not a great concern about negative effects. With her remaining concerns about the disturbance of wetlands addressed, Ms. Sudderth is comfortable moving forward with the recommendation to expand the Regional Landfill.

Noting that there was no movement toward further discussion among the Committee, Chairman Baan returned to the deferred motions.

At the November 19, 2019 meeting, Mr. Nielsen moved that the Committee recommend the expansion of the Regional Landfill to cells VIII and IX. Mr. Schwarting seconded. Mr. Geduldig-Yatrofsky moved to defer Mr. Nielsen's motion to the January meeting. Ms. Sudderth seconded. The vote on the motion to defer was unanimous.

Chairman Baan brought Mr. Nielsen's motion that the Committee recommend the expansion of the Regional Landfill to cells VIII and IX back to the Committee for a vote. The vote on the motion was unanimous.

At the November 19, 2019 meeting, Ms. Cobb moved that the Committee submit their recommendation in the form of a written statement to the SPSA Board of Directors. Mr. Barnes seconded. Mr. Pippin moved to defer Ms. Cobb's motion to the January meeting. Mr. Moore seconded. The motion to defer was opposed by Mr. Barnes with all other members of the Committee present voting in favor. The motion passed.

Chairman Baan brought Ms. Cobb's motion that the Committee submit their recommendation in the form of a written statement to the SPSA Board of Directors back to the Committee for a vote. The vote on the motion was unanimous.

Chairman Baan reiterated that the minutes from each of the three CAC meetings would be included with the recommendation letter as evidence of the rigor of the Committee's process.

As requested by the Committee, SPSA staff composed a draft recommendation for the Committee to discuss and edit as they saw fit. The draft recommendation read as follows:

In order to meet SPSA's disposal needs for the next 20 to 40 years, the SPSA Citizens Advisory Committee recommends continued expansion of the Regional Landfill as the preferred landfill option. After careful consideration of economic and environmental factors, the Committee has determined that expansion of the Regional Landfill is the most cost-effective and environmentally sound solution.

Please refer to the CAC meeting minutes of October 29, 2019, November 19, 2019 and January 7, 2020 for information and discussions that led to this recommendation.

Chairman Baan encouraged the Committee to suggest any changes they may think necessary. Seeing that there was no objection to the language or suggestion of changes, Chairman Baan requested a motion.

Mr. Pippin moved that the language of the draft recommendation be accepted as presented. Mr. Schwarting seconded. The vote on the motion was unanimous.

The question was raised as to whether the entire Committee would prefer to sign the recommendation or would they prefer the Chairman sign on behalf of the Committee. Chairman Baan asked for comments on the subject. Mr. Geduldig-Yatrofsky took the opportunity to thank the Chairman for his service and formally offer his proxy to Chairman Baan.

Mr. Schwarting moved that the recommendation be signed by the Chairman. Ms. Cobb seconded. The vote on the motion was unanimous.

Ms. DeVary raised a final consideration for the Committee. With the meeting minutes serving as a portion of their recommendation, she asked the Committee whether they would prefer to meet again to approve the minutes of the January meeting, or they could elect to have Chairman Baan alone review and approve the minutes. Ms. DeVary reminded the Committee that if they elect to have Chairman Baan approve the minutes they would only be distributed after his approval, as earlier distribution would constitute an online meeting.

Ms. Cobb moved that Chairman Baan review and approve the minutes of the January 7, 2020 meeting. Mr. Moore seconded. The vote on the motion was unanimous.

4. OTHER BUSINESS

Mr. Geduldig-Yatrofsky inquired as to whether there was an expectation that Committee Members would write a report about the CAC's process to present to their individual communities. Ms. DeVary responded that a report would not be necessary. When the recommendation is presented to the SPSA Board of Directors, those community representatives who recommended each of the CAC members for their service on this committee, will report back to their individual communities.

The question of when the recommendation would be presented to the Board of Directors was raised. Ms. DeVary responded that the next Board Meeting is taking place on January 22, 2020. She invited the Chairman or any member of the Committee to attend if they wish. Chairman Baan stated that with the Committee voting to present via letter he is comfortable with Ms. DeVary discussing the recommendation without a Committee Member present. Ms. DeVary responded that staff will complete the minutes of this meeting before the Board Meeting and the recommendation and full minutes will be included in the Board Agenda for the January meeting.

Ms. DeVary took a moment to introduce the additional people attending the meeting: SPSA Board of Directors Chair, Mr. John Keifer, and Vice Chair, Mr. Luke McCoy, and representatives from Wheelabrator Technologies, Mr. Bob Hely and Mr. Joel Rubin. Ms. DeVary also offered her sincere thanks to the Committee for all of their efforts.

Chairman Baan asked Ms. DeVary if the Committee is released from their charge and permitted to meet in groups larger than two in the future. Ms. DeVary confirmed that the Committee has fulfilled its obligation. However, Mr. Bagley added that the Committee has performed such excellent work that the Board may seek their service again in the future.

Chairman Baan expressed his gratitude for this learning experience and thanked the staff and members of the Committee.



AGENDA AND EXPECTATIONS FOR TODAY

1. Call to Order and Approval of Minutes
2. Review of the November 19, 2019 Meeting
3. Group Discussion
4. Formulating the Recommendation

SUMMARY OF ALTERNATIVE LANDFILL SITES

	Regional Landfill	Atlantic Waste Disposal	Bethel Landfill	Brunswick Waste Management Facility	Shoosmith Landfill
Operator	SPSA	Waste Management	Waste Management	Republic Services, Inc.	Shoosmith Brothers
Location	Suffolk	Waverly	Hampton	Lawrenceville	Chester
Estimated Life	19 years*	74 years*	80 years*	72 years*	30 years*
Transportation Miles	1,137,234	3,056,447	1,607,625	4,480,791	4,684,657
Tipping Fee (per ton)	\$25-30	\$40-50	\$40-50	\$40-50	\$40-50

* Life estimates taken from the 2019 Annual Solid Waste Report for CY 2018. Prepared by VDEQ

DISCUSSION POINTS FROM NOVEMBER

- No Known Locations for Siting a New Landfill
- Economic Factors – Total Hauling Costs versus Construction and Mitigation Costs
- Environmental Factors – Carbon Footprint and Wetlands Mitigation
- Practicality Concerns – Timeliness and Current Operations
- Community Factors – Safety and Awareness

DEFERRED MOTIONS

- Motion that the Committee recommend the expansion of the Regional Landfill to cells VIII and IX.
- Motion that the Committee submit their recommendation in the form of a written statement to the SPSA Board of Directors.

DRAFT LANGUAGE FOR RECOMMENDATION

In order to meet SPSA's disposal needs for the next 20 to 40 years, the SPSA Citizens Advisory Committee recommends continued expansion of the Regional Landfill as the preferred landfill option. After careful consideration of economic and environmental factors, the Committee has determined that expansion of the Regional Landfill is the most cost-effective and environmentally sound solution.

Please refer to the CAC meeting minutes of October 29, 2019, November 19, 2019 and January 7, 2020 for information and discussions that led to this recommendation.

5. ADJOURN MEETING

There being no further business to come before the Citizens Advisory Committee, Chairman Baan asked for a motion to adjourn the meeting. Ms. Sudderth moved that the meeting be adjourned and Ms. Cobb seconded. The vote was unanimous and the meeting was adjourned at 6:48 p.m.



Andrew G. Baan
CAC Chairman

Submitted by: Tressa Preston, SPSA Executive Administrator

8. Financial Report

Statement of Revenue and Expenses – Budget to Actual Comparison

For the month ending December 31, 2019, total revenues exceeded total expenses by approximately \$3 million as compared to \$4.3 million in the previous year.

Tipping fee revenue received reflects an increase of 0.4% or approximately \$79,400 as compared to fiscal year 2019. Municipal waste tons are up approximately 1.1% or 2,392 tons as compared to fiscal year 2019.

For the month ending December 31, 2019, total expenses were approximately \$20.3 million as compared to \$20 million incurred in the previous fiscal year.

Monthly Expense Line Items

This report provides the actual expenses by month by the type of expense. The majority of the line items vary in amounts from month to month because they are either: (1) dependent on usage, or (2) timing of payment and/or check date.

Monthly Comparison of Revenues and Expenses

This report illustrates the monthly revenues and expenses. An explanation is included under each graph if there is a sizeable variance. The straight line in each graph represents the fiscal year 2020 budget on a straight-lined basis and the line graph represents the prior fiscal year for comparison.

Waste Stream Report

This report has been developed to provide the status of tonnages received as compared to the amounts budgeted. For the month ending December 31, 2019, municipal waste tonnages reflect an increase of 1.1% or approximately 2,392 tons as compared to December 2018.

Treasurer's Report of Cash Balances

This report captures the monthly activity in each of the depository accounts grouped as either unrestricted and designated funds or trust funds. As of December 31, 2019, operating cash balances were approximately \$36 million representing approximately \$2 million in the operating account, \$5.9 million in undesignated fund balance, \$369,305 for FY 2019 Rolled Purchase Orders, \$2.5 million reserved for the HRSD Force Main and \$25.2 million designated for landfill expansion/closure.

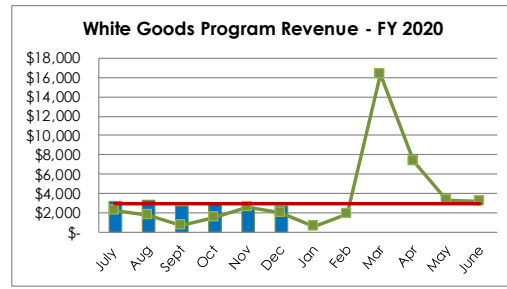
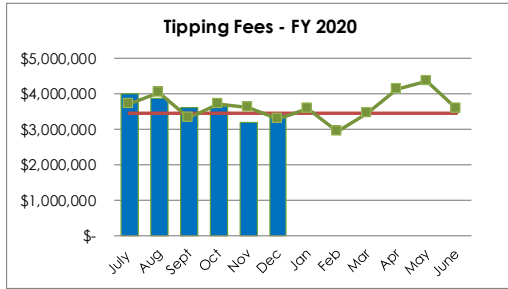
MOTION: Do I hear a motion that the SPSA Monthly Financial Reports, subject to audit, be approved as presented?

Southeastern Public Service Authority								
Statement of Revenue and Expenses - Budget to Actual Comparison								
For the Period Ending December 31, 2019								
	December 2019				December 2018			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
REVENUES								
Tipping Fees	\$ 41,631,237	\$ 3,426,284	\$ 21,821,310	52.4%	\$ 37,720,239	\$ 3,285,515	\$ 21,741,918	57.6%
Tire program	515,200	37,605	290,672	56.4%	332,000	29,002	283,182	85.3%
Household Hazardous Waste Revenue	305,000	19,296	190,496	62.5%	250,000	13,826	136,703	54.7%
White Goods Program	35,000	2,743	17,672	50.5%	40,000	1,965	10,809	27.0%
Landfill Gas Recovery	312,000	29,769	135,186	43.3%	335,000	44,030	151,303	45.2%
Miscellaneous Income	333,775	26,079	233,997	70.1%	214,950	18,569	360,044	167.5%
Interest Earnings	350,000	30,818	213,089	60.9%	180,000	19,502	202,648	112.6%
A Fund Balance / Capital / Rolled PO's	799,255	66,775	429,950	53.8%	2,173,044	13,068	1,412,941	65.0%
Fund Balance / Landfill Expansion	-	-	-	N/A	2,500,000	12,203	12,203	0.5%
TOTAL REVENUES	\$ 44,281,467	\$ 3,639,370	\$ 23,332,373	52.7%	\$ 43,745,233	\$ 3,437,679	\$ 24,311,752	55.6%
OPERATING EXPENSES								
Administration								
Salaries / Wages	\$ 892,877	\$ 62,626	\$ 359,257	40.2%	\$ 882,617	\$ 49,196	\$ 323,131	36.6%
Employee Benefits	231,231	14,874	82,377	35.6%	227,468	11,585	80,265	35.3%
A Professional / Contracted Services	733,969	24,947	225,382	30.7%	645,915	50,387	295,102	45.7%
Other Operating Expenses	231,521	16,100	92,262.28	39.9%	208,900	18,804	93,460	44.7%
Materials / Supplies	15,586	340	6,088	39.1%	15,498	55	2,027	13.1%
Total Administration	\$ 2,105,184	\$ 118,886	\$ 765,366	36.4%	\$ 1,980,398	\$ 130,027	\$ 793,986	40.1%
Environmental Management								
Salaries / Wages	\$ 291,479	\$ 20,155	\$ 132,902	45.6%	\$ 284,161	\$ 21,585	\$ 131,023	46.1%
Employee Benefits	101,641	8,903	50,169	49.4%	96,980	8,327	48,940	50.5%
Professional / Contracted Services	74,200	836	19,468	26.2%	43,160	895	5,047	11.7%
Other Operating Expenses	10,174	387	2,222	21.8%	7,168	355	3,056	42.6%
A Materials / Supplies	22,368	1,222	5,173	23.1%	20,620	339	11,008	53.4%
Total Environmental Management	\$ 499,862	\$ 31,503	\$ 209,933	42.0%	\$ 452,089	\$ 31,500	\$ 199,074	44.0%
Operations								
Salaries / Wages	\$ 5,841,183	\$ 413,260	\$ 2,551,944	43.7%	\$ 5,539,339	\$ 415,251	\$ 2,531,505	45.7%
Employee Benefits	1,940,329	150,159	881,595	45.4%	1,924,879	148,049	903,040	46.9%
A Professional / Contracted Services	2,920,332	308,057	1,291,199	44.2%	2,868,719	181,430	1,191,604	41.5%
Other Operating Expenses	1,066,852	86,549	357,116	33.5%	864,252	53,917	334,698	38.7%
Materials / Supplies	1,883,733	117,556	690,276	36.6%	1,776,064	120,479	750,353	42.2%
Total Operations	\$ 13,652,429	\$ 1,075,581	\$ 5,772,131	42.3%	\$ 12,973,253	\$ 919,126	\$ 5,711,199	44.0%
TOTAL OPERATING EXPENSES	\$ 16,257,475	\$ 1,225,970	\$ 6,747,430	41.5%	\$ 15,405,740	\$ 1,080,653	\$ 6,704,258	43.5%
CAPITAL PROJECTS / EQUIPMENT REPLACEMENT								
A RLF - SCADA System Leachate System	11,770	-	-	0.0%				
A HHW Relocation	65,928	26,663	64,278	97.5%				
A CTS -Roof Repairs	72,283	-	72,283	100.0%				
A Cell 8/9 Permitting	544,834	34,512	200,659	36.8%				
A IT - Executime Software	40,439	5,600	32,165	79.5%				
A HHW - Gator	14,792	-	14,792	100.0%				
RLF - Asphalt Overlay	630,219	-	-	0.0%				
RLF - Leachate Pond Cleaning	75,000	-	-	0.0%				
RLF - Hydro Seeder	65,870	-	65,870	100.0%				
Safety - SUV Replacement	22,482	-	22,482	100.0%				
FLT - Field Service Truck	160,000	-	128,182	80.1%				
TSP - Road Tractors	1,184,464	1,184,464	1,184,464	100.0%				
TSP - SUV Replacement	22,482	-	22,482	100.0%				
Ivor - Compactor & Boxes	59,830	-	-	0.0%				
STS - Inbound Scales	225,000	-	-	0.0%				
ROB - Parking Lot Repairs/Sealcoat	26,655	-	18,655	70.0%				
FLT - SUV Replacement	22,482	-	22,482	100.0%				
RLF - Dozier	899,000	-	-	0.0%				
SPSA Facility Assessment	38,000	-	-					
Portable Tire Shredder	165,000	-	-					
Transportation Building Renovation	30,000	-	-					
Undesignated	8,515	-	-	0.0%				
TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT	\$ 4,385,045	\$ 1,251,239	\$ 1,848,795	42.2%	\$ 7,821,724	\$ 25,270	\$ 1,418,402	18.1%
OTHER USES								
Contracted Waste Disposal	\$ 19,295,197	\$ 1,567,956	\$ 9,575,903	49.6%	\$ 17,106,830	\$ 1,712,718	\$ 7,005,285	41.0%
Suffolk Environmental Trust Fund	5,000	-	-	0.0%	5,000	-	-	0.0%
Reserves for Landfill Expansion/Closure	4,338,750	361,563	2,169,375	50.0%	3,405,939	283,828	1,702,968	50.0%
TOTAL OTHER USES	\$ 23,638,947	\$ 1,834,790	\$ 11,745,278	49.7%	\$ 20,517,769	\$ 1,852,047	\$ 11,867,691	57.8%
GRAND TOTAL EXPENSES	\$ 44,281,467	\$ 4,311,999	\$ 20,341,503	45.9%	\$ 43,745,233	\$ 2,957,970	\$ 19,990,351	45.7%
NET REVENUES / (EXPENSES)	\$ -	\$ (672,629)	\$ 2,990,870		\$ -	\$ 479,709	\$ 4,321,400	
A Budget has been adjusted by \$799,255 for purchase orders rolled over from FY 2019.								

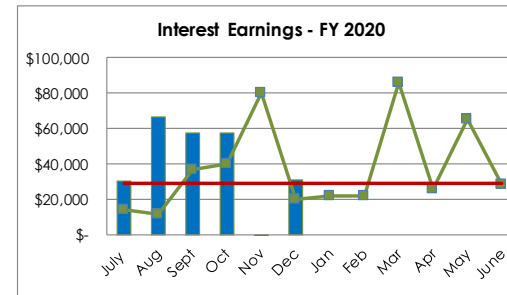
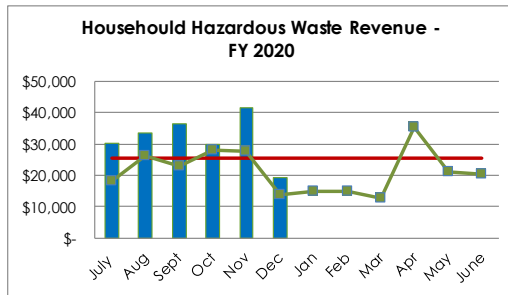
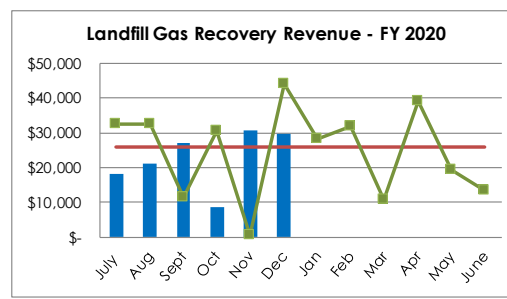
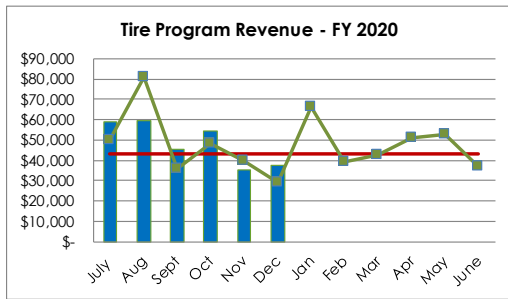
Southeastern Public Service Authority Monthly Expense Line Items								
Description	FY 2020					FYTD	From Previous Month	
	Budget	Sep-19	Oct-19	Nov-19	Dec-19		\$ Change	% Change
Salaries Exempt	\$ 1,969,492	\$ 148,704	\$ 149,416	\$ 152,148	\$ 147,429	\$ 888,873	\$ (4,719)	-3.1%
Salaries Non-Exempt	4,755,955	321,101	320,107	327,947	333,103	1,931,586	5,156	1.6%
Overtime	300,092	57,416	19,469	18,912	15,508	223,644	(3,404)	-18.0%
Fica / Medicare Tax	537,452	38,260	34,974	35,634	35,067	220,471	(566)	-1.6%
VRS Retirement	41,653	2,966	3,028	3,159	3,178	18,216	18	0.6%
Health Insurance	1,408,744	105,702	105,513	111,642	113,995	646,312	2,353	2.1%
Vrs Group Life Insurance	84,794	6,396	6,420	6,641	6,603	38,684	(38)	-0.6%
Unemployment Insurance	5,604	102	105	136	123	643	(13)	-9.3%
Workers Compensation	194,954	14,969	14,969	14,969	14,969	89,814	-	0.0%
Medical Fees	12,200	590	649	784	1,010	3,889	226	28.8%
Security Service	81,728	3,279	6,347	8,003	9,736	39,951	1,733	21.6%
Professional Services	201,980	10,003	24,010	49,537	8,433	114,362	(41,103)	-83.0%
Engineering Services	285,433	19,213	7,352	826	16,322	60,071	15,497	1876.7%
Landfill Survey	15,000	-	1,518	-	-	1,518	-	#DIV/0!
Legal Fees	325,000	4,852	4,712	8,936	298	25,735	(8,639)	-96.7%
Environmental Testing	103,400	11,757	366	876	20,372	54,829	19,496	2226.2%
Fire Protection	7,000	357	259	225	1,089	3,735	864	384.0%
Temporary Employment Services	0	1,280	1,416	-	-	6,912	-	#DIV/0!
Uniform Rental	50,394	1,294	1,483	1,137	3,588	10,770	2,451	215.5%
Maintenance Service Agreements	155,529	29,043	1,681	9,193.90	4,035	48,231	(5,159)	-56.1%
Grounds Maintenance	112,667	4,064	15,481	1,304	14,296	52,587	12,991	995.9%
Hazardous Waste Disp/Cleanup	57,000	-	-	-	-	9,968	-	N/A
Equipment Maintenance	1,042,185	65,418	90,909	51,399	73,037	359,265	21,638	42.1%
Building / Site Maintenance	591,954	28,682	67,217	42,302	60,251	227,226	17,949	42.4%
Leachate Pumping Station Maint	37,500	-	723	-	-	3,899	-	#DIV/0!
Printing	300	-	-	-	-	-	-	N/A
Advertising	13,700	778	-	218	-	1,259	(218)	N/A
Permit Fees	75,530	9,680	350	-	65,148	79,120	65,148	#DIV/0!
Suffolk Host Fee	560,000	85,146	80,871	60,238	56,227	432,723	(4,011)	-6.7%
Electricity	222,700	15,473	7,247	9,009	13,471	75,785	4,462	49.5%
Heating/Gas/Propane	14,000	81	87	221	2,089	2,539	1,868	846.0%
Water / Sewer	50,200	1,532	2,330	8,757	3,509	17,716	(5,248)	-59.9%
Leachate Treatment	398,000	-	22,532	-	42,409	91,321	42,409	#DIV/0!
Telephone	121,000	9,774	(16)	12,506	7,540	41,697	(4,966)	-39.7%
Postage	2,760	68	118	68	68	440	-	0.0%
Radio Communication & Repair	10,900	-	114	-	-	114	-	#DIV/0!
Insurance & Bonding	194,492	15,989	15,989	15,989	15,989	96,434	-	0.0%
Equipment Rental	35,000	7,549	228	101	98	8,303	(3)	-3.2%
Land Lease Payment	3,500	292	292	292	292	1,750	-	0.0%
Tire De-Rimming Service	10,000	-	1,630	-	-	1,630	-	#DIV/0!
Travel And Training	28,145	315	291	1,270	1,364	3,527	94	7.4%
Road Tolls	159,375	13,300	12,997	11,842	12,661	80,956	819	6.9%
Membership & Professional Dues	4,558	369	-	-	503	1,305	503	N/A
Bank Fees	42,917	3,415	3,470	3,587	3,045	20,471	(542)	-15.1%
Awards Programs	10,000	-	450	6,839	-	7,614	(6,839)	-100.0%
EMS Support Program	1,000	-	-	-	-	-	-	N/A
Office Supplies	13,620	1,217	572	2,457	334	5,576	(2,123)	-86.4%
Dues & Subscriptions	15,750	79	158	-	79	596	79	#DIV/0!
Computer Software	0	-	129	96	-	225	(96)	-100.0%
Other Operating Supplies	105,710	3,916	12,235	5,873	6,124	34,925	251	4.3%
Vehicle / Equipment Fuel	958,899	55,130	50,058	39,961	62,730	315,977	22,769	57.0%
Vehicle / Equipment Tires	772,300	54,759	58,771	56,626	46,825	323,583	(9,802)	-17.3%
Safety Apparel & Equipment	26,740	1,356	726	1,213	2,465	8,129	1,253	103.3%
Small Equipment	18,668	3,357	1,621	(2,144)	561	9,926	2,705	-126.2%
Computer Hardware	10,000	1,737	772	90	-	2,599	(90)	-100.0%
Total Operating Expenses	\$ 16,257,474	\$ 1,160,760	\$ 1,152,145	\$ 1,080,822	\$ 1,225,970	\$ 6,747,430	\$ 145,149	13.4%
Capital Projects/Equip Replacement	\$ 4,385,046	183,967	56,859	138,249	1,251,239	1,848,795	1,112,990	805.1%
Contracted Waste Disposal	19,295,197	1,540,028	1,567,956	1,407,023	1,473,227	9,575,903	66,204	4.7%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	-	-	N/A
Reserves for Landfill Expansion/Closu	4,338,750	361,563	361,563	361,563	361,563	2,169,375	-	0.0%
Total Expenses	\$ 44,281,467	\$ 3,246,318	\$ 3,138,523	\$ 2,987,656	\$ 4,311,999	\$ 20,341,503	\$ 1,324,343	44.3%

**Southeastern Public Service Authority
Monthly Comparison of Revenues and Expenses**

FY 2020 (bar)
FY 2019
FY 2020 Budget

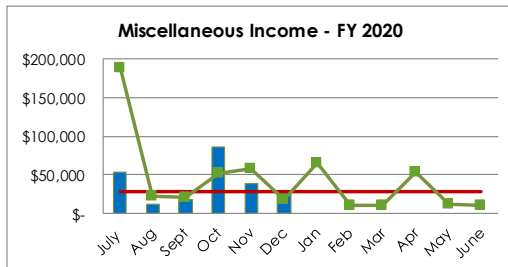


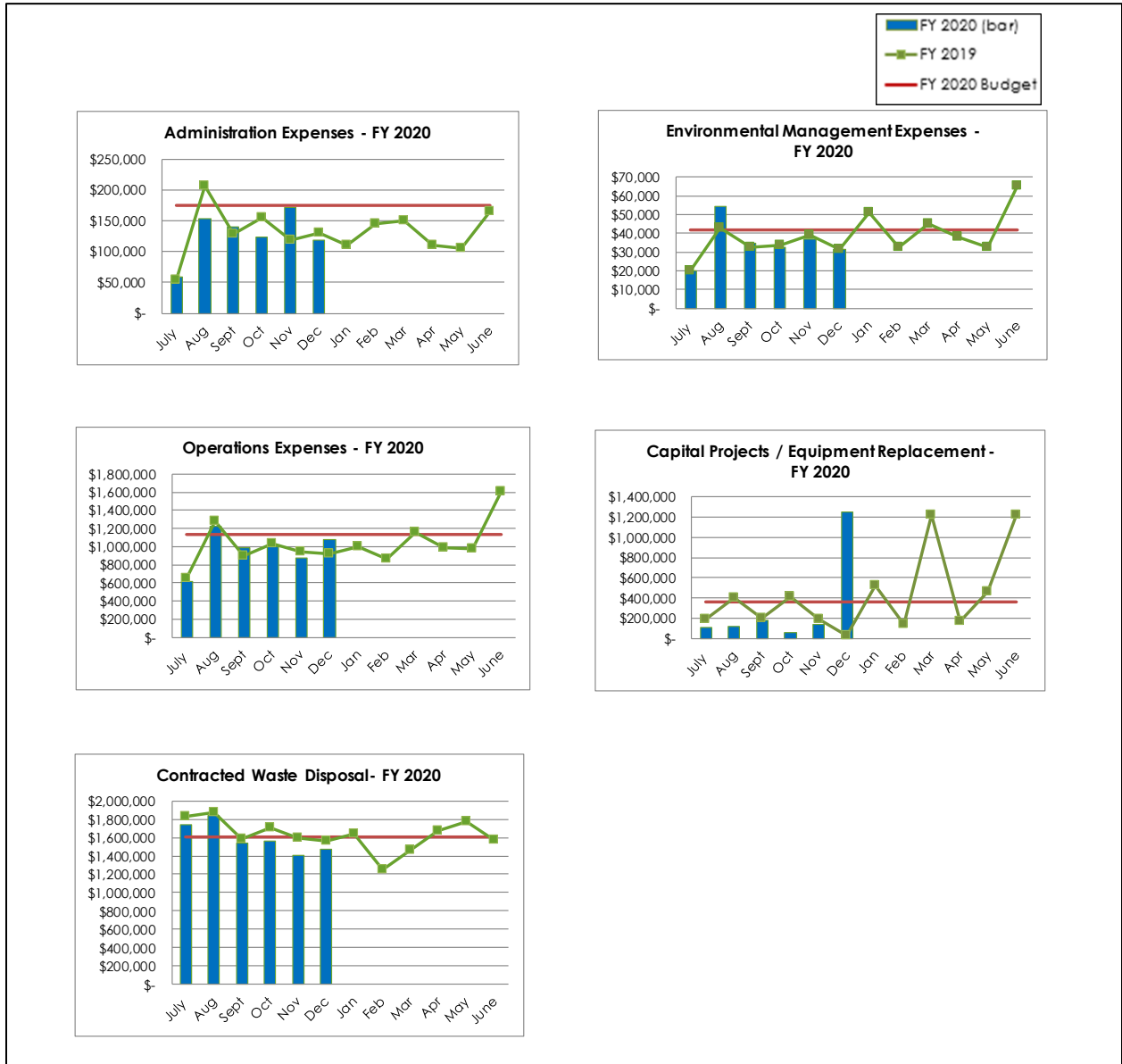
* Monthly revenue is dependent on users.



* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.

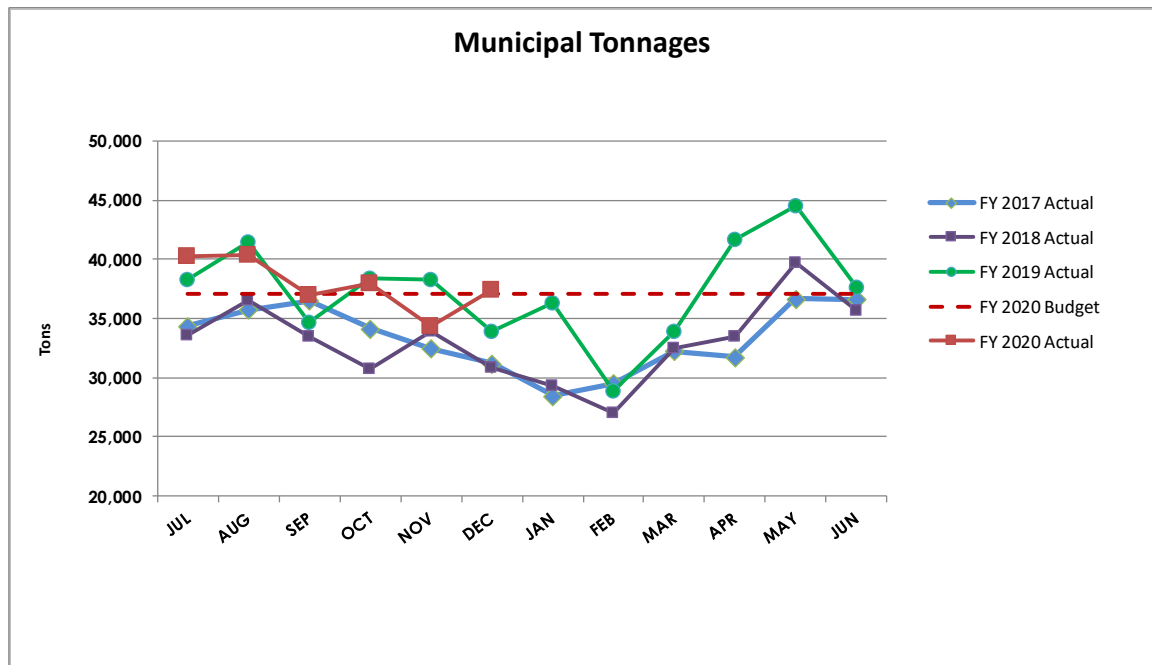




Southeastern Public Service Authority (SPSA) Waste Stream

Waste Category	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2020	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 12/31/2019	% of Budget
Waste Stream Budgeted under Tipping Fees							
Municipal Waste							
Chesapeake	94,981	90,926	90,896	105,353	105,100	54,466	51.8%
Franklin	2,592	2,690	2,698	2,955	3,000	1,562	52.1%
Isle of Wight	16,513	15,180	16,883	17,265	17,200	8,242	47.9%
Norfolk	66,240	64,575	62,587	90,129	90,600	45,327	50.0%
Portsmouth	29,089	30,023	32,769	40,222	39,800	20,675	51.9%
Southampton	8,385	8,593	8,910	10,675	10,800	4,644	43.0%
Suffolk	40,068	45,645	40,847	42,325	38,900	21,980	56.5%
Virginia Beach	134,285	130,645	127,483	138,823	139,600	70,452	50.5%
Residential (Free of Charge)	10,096	11,223	13,711	-	-	-	N/A
Total Municipal Waste	402,249	399,500	396,784	447,747	445,000	227,348	51.1%
Sludge - Norfolk	4,611	4,782	5,586	6,040	5,500	2,561	46.6%
Navy Waste	24,725	24,500	26,653	26,265	25,500	13,171	51.7%
SPSA Contracted Waste	-	26,437	65,936	146,442	138,500	73,814	53.3%
Construction & Demolition Debris	11,486	14,252	14,850	9,808	15,000	5,122	34.1%
Non-Contract Waste	-	-	15,469	36,682	32,000	19,174	59.9%
Total Other Waste	40,822	69,971	128,494	225,237	216,500	113,842	52.6%
Total Waste Stream	443,071	469,471	525,278	672,984	661,500	341,190	51.6%

Note: Effective July 1, 2018 residential waste tons is included with municipal waste tons.



Southeastern Public Service Authority (SPSA) Regional Landfill Waste Stream											
					July	Aug	Sept	Oct	Nov	Dec	FYTD
Types of Waste (tons)	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
Construction and Demolition Debris	11,485	14,252	14,850	9,807	1,138	870	873	930	624	686	5,121
Water Treatment Plant Sludge	5,314	4,927	5,717	6,039	845	386	300	330	304	395	2,560
Industrial Waste	874	846	379	295	7	37	5	39	33	4	125
Soils for Use as Alternate Daily Cover	66,380	18,935	9,990	8,630	399	609	635	788	702	1,005	4,138
Clean Fill	92,732	25,369	26,396	5,940	15,174	6,048	11,466	27,663	15,676	8,948	84,975
Peanut Residue/Hulls	3,202	5,650	9,366	4,023	399	247	308	509	290	265	2,018
Non-Processible Municipal Solid Waste	1,788	5,765	3,791	867	105	116	136	77	83	81	598
Navy Waste ²	88	150	154	359	19	51	11	62	28	15	186
Non-Processible Commercial Waste ²	5,096	4,518	2,631	598	46	40	46	65	63	28	288
Concrete/Asphalt	416	3	-	133	83	-	-	20	-	-	103
Shredded Tires	3,052	3,289	4,586	5,394	513	766	466	626	543	457	3,371
Ash - Qualifying	177,493	174,420	179,361	113,979	2,231	6,912	3,176	3,209	7,708	9,986	33,222
Non-Qualifying Ash	-	-	-	52,998	9,442	6,831	9,746	10,083	5,376	4,038	45,516
MSW from FTS, IWTS, STS	-	-	46,011	102,702	9,196	7,094	8,361	8,671	7,816	8,526	49,664
Clean Fill - Clearfield	32,400	28,226	31,709	51,540	5,935	4,971	6,521	5,179	5,783	4,706	33,095
Residual Waste - Clearfield	4,857	9,771	5,585	436	-	-	76	38	104	76	294
Diverted Processible Waste (from 1st Station)	1,780	11,337	201	2,518	699	-	1,428	-	-	-	2,127
Total	406,957	307,458	340,727	366,258	46,231	34,978	43,554	58,289	45,133	39,216	267,401
<p>¹ Prior to January 25, 2018, Represents CDD from the City of Suffolk and City of Suffolk's Contractors</p> <p>² Boats, Flour, Frozen Foods, Other items too large for Suffolk Transfer Station</p>											

Southeastern Public Service Authority Treasurer's Report of Cash Balances For the Month Ending December 31, 2019						
Fund Type	Beginning Balance	Deposits / Transfers In	Interest Earnings	Payables / Transfers Out	Payroll	Ending Balance
Unrestricted and Designated Funds (see footnote below):						
Townebank Operating	\$ 2,546,477.18	\$ 4,008,834.06		\$ 4,765,224.88	\$ 535,005.68	\$ 1,255,080.68
Townebank Money Market	161,658.69		14.17			161,672.86
Townebank CD	6,141,778.35					6,141,778.35
Virginia Investment Pool (VIP)	16,790,714.06	1,500,000.00	26,938.84			18,317,652.90
Raymond James & Associates Investments	10,137,851.13					10,137,851.13
Total Unrestricted and Designated Funds	\$ 35,778,479.41	\$ 5,508,834.06	\$ 26,953.01	\$ 4,765,224.88	\$ 535,005.68	\$ 36,014,035.92
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 468,734.82		595.41			469,330.23
Environmental / Regional Landfill	459,152.16		583.23			459,735.39
Total Trust Funds	\$ 927,886.98	\$ -	\$ 1,178.64	\$ -	\$ -	\$ 929,065.62
GRAND TOTAL	\$ 36,706,366.39	\$ 5,508,834.06	\$ 28,131.65	\$ 4,765,224.88	\$ 535,005.68	\$ 36,943,101.54
Cash Balances Designated as follows:						
Operating Funds	\$ 1,994,496.35					
Undesignated (Fund Balance June 30, 2019)	5,918,077.00					
Reserved for FY 2019 Rolled Purchase Order	\$369,304.57					
Reserved for HRSD Forcemain	\$2,500,000.00					
Landfill Expansion / Closure	25,232,158.00					
Total Designated Funds	\$ 36,014,035.92					

Southeastern Public Service Authority Budget Transfer Activity For the Month Ending December 31, 2019				
Department	Object	Description	Transfer In	Transfer Out
Safety	56100	Office Supplies	\$ 500.00	
Safety	56220	Vehicle/Equipment Tires		\$ 500.00
Operations	53410	Building/Site Maintenance	\$ 1,000.00	
Operations	53400	Equipment Maintenance		\$ 1,000.00
Capital	62014	SPSA Facility Assessment	\$ 500.00	
Capital	62001	RLF-Ashphalt Overlay		\$ 500.00
Franklin TS	53400	Equipment Maintenance	\$ 1,194.19	
Franklin TS	56220	Vehicle/Equipment Tires		\$ 1,194.19
Operations	53410	Building/Site Maintenance	\$ 4,031.00	
Operations	53310	Maintenance Service Agreements		\$ 4,031.00
Landfill	56410	Small Equipment	\$ 250.00	
Landfill	53400	Equipment Maintenance		\$ 250.00
ROB	56100	Office Supplies	\$ 2,000.00	
ROB	53310	Maintenance Service Agreements		\$ 2,000.00
Landstown TS	53800	Permit Fees	\$ 12.44	
Landstown TS	56140	Other Operating Supplies		\$ 12.44
Norfolk TS	53800	Permit Fees	\$ 12.44	
Norfolk TS	56140	Other Operating Supplies		\$ 12.44
Oceana TS	53800	Permit Fees	\$ 112.44	
Oceana TS	56140	Other Operating Supplies		\$ 112.44
Suffolk TS	53800	Permit Fees	\$ 12.44	
Suffolk TS	56140	Other Operating Supplies		\$ 12.44
Landfill	53130	Professional Services	\$ 1,250.00	
Landfill	56140	Other Operating Supplies		\$ 1,250.00
Fleet	53402	Equipment Maint-Service	\$ 6,000.00	
Fleet	56140	Other Operating Supplies		\$ 6,000.00
Franklin TS	53402	Equipment Maint-Service	\$ 9,108.93	
Franklin TS	53410	Building/Site Maintenance		\$ 9,108.93
Total Budget Transfers			\$ 25,983.88	\$ 25,983.88

9. Contracts

Scales – Regional Landfill/Suffolk Transfer Station

This RFP was issued to provide two 70-foot above ground scales at the Regional Landfill. The current scales are twenty years old and require constant maintenance and calibration to ensure accurate weighing of waste entering the Suffolk Landfill. Staff evaluated each of the proposals utilizing the evaluation instrument included in the RFP. Fairbanks Scales Inc. and Carlton Scale were the top two proposals and oral presentations were scheduled for both companies. After careful consideration of both firms best and final offer, staff found the Fairbanks Scale Proposal to be the most comprehensive and offered the best overall value. Staff recommends awarding a contract to Fairbanks Scale in the amount of \$160,188.42 to install two 70' concrete deck scales with guiderails at the Regional Landfill.

Bid: RFP 06-20
Issued: 11/26/19
Opened: 12/23/19

Bidders:

Fairbanks Scale Inc.
Carlton Scale
American Scale Company LLC

Budget: \$225,000

RECOMMENDATION: Award the contract to install two 70' concrete deck scales with guiderails at the Regional Landfill to Fairbanks Scale Inc. in the amount of \$160,188.42.

MOTION: Do I hear a motion to award the contract for installation of two 70' concrete deck scales with guiderails at the Regional Landfill to Fairbanks Scale Inc. as presented?

Contracts Continued**Ratification of EIS Contract to VHB**

This RFP is for preparation of the Environmental Impact Statement required for a wetlands permit for expansion of the Regional Landfill. At its December 10, 2019 meeting, the SPSA Board authorized the Executive Director to award a contract which would be ratified at the January 22, 2020 SPSA Board meeting. The six proposals were reviewed and evaluated by HDR and SPSA staff. The top 3 proposals in order of rank, VHB, JMT and AECOM were submitted to the Norfolk District USACE. An approval letter to award the contract to VHB was received from the USACE on December 16, 2019. SPSA staff met with VHB representatives on January 7, 2020 and awarded a contract in the amount of \$488,111 on January 14, 2020. Funding is available from the Reserve for landfill expansion.

Bid: RFP 04-20
Issued: 10/28/19
Opened: 11/21/19

Offerors:

Vanasse Hangen Brustlin, Inc. (VHB)
Johnson, Mirmiran and Thompson (JMT)
AECOM Technical Services Inc.
Arcadis
EA Engineering, Science and Technology
Golder

Funding: Reserve for Landfill Expansion

RECOMMENDATION: Ratify the awarded contract to prepare the Environmental Impact Statement for a wetlands permit required for expansion of the Regional Landfill to VHB in the amount of \$488,111.

MOTION: Do I hear a motion to ratify the awarded contract to prepare the Environmental Impact Statement for a wetlands permit required for expansion of the Regional Landfill to VHB as presented?

10. Closed SessionExecutive Director Performance Review

Motion to Approve Request for Closed Meeting.

I move that a closed session be held for discussion regarding the annual performance review of the Executive Director, in accordance with Virginia Code Section 2.2 3711(A)(1) relating to the performance of a specific public officer.

Motion to Approve Certification after Closed Meeting.

The Board hereby certifies that, to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements by Virginia law under the Virginia Freedom of Information Act; and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting just concluded.

11. Other Business

12. Adjourn