

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

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



Wednesday, February 26, 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 January 22, 2020 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 January 22, 2020 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

January 22, 2020

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	(CH)	Mr. Steven Jenkins	(CH)
Ms. Sheryl Raulston	(FR)	Ms. Amanda Jarratt (<i>absent</i>)	(FR)
Mr. Dale Baugh (<i>absent</i>)	(IW)	Mr. Randy Keaton	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Mr. Solomon Ashby	(PO)
Mr. Mark Hodges	(SH)	Ms. Lynette Lowe	(SH)
Mr. David Arnold	(SU)	Mr. Patrick Roberts	(SU)
Mr. William Sorrentino (<i>absent</i>)	(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. Michael Etheridge (IW), Mr. Eric Martin (CH), 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, and Mr. Brett Spain, General Counsel.

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 welcoming everyone to the start of a new year.

4. **APPROVAL OF MINUTES**

The minutes of the December 11, 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 December 11, 2019 minutes of the SPSA board as presented. The vote on the motion was unanimous.

5. EXECUTIVE DIRECTOR UPDATES

Ms. DeVary reported that business operations at SPSA continue to run smoothly and efficiently. She drew the Board's attention to the newly updated Board Manual that was placed at each member's seat. Ms. DeVary reminded the Board of SPSA's commitment to make these updates each January and noted that the primary changes include listings for the entire leadership team and updates to SPSA's mission and vision in line with the recent rebranding.

Ms. DeVary went on to update the board on the Regional Landfill Cell VIII and IX permitting process. As her email sent last week indicated, the contract for the third-party consultant to perform the Environmental Impact Study (EIS) was awarded to Vanasse Hangen Brustlin, Inc. (VHB). The kickoff meeting for this project with the Army Corp of Engineers and VHB is scheduled for January 31, 2020 at SPSA. This award will also be covered during the contract portion of the meeting.

Also to be discussed in its own section is the Citizens Advisory Committee. The CAC held their final meeting on January 7, 2020 and the Committee has made their recommendation, which is included in the Board packet.

Discussions continue regarding the flyover at the Regional Landfill. While the stakeholders group organized by the Hampton Roads Planning District Commission (HRPDC) has not met again since October, Ms. DeVary and Mr. Bagley met with the Executive Director, Mr. Bob Crum and some of the staff at the Hampton Roads Transportation Planning Organization (HRTPO). The group anticipates receiving firm construction estimates from Virginia Department of Transportation (VDOT) engineer, Michael Baker, soon and will then begin applying to various funding sources. Of particular interest are the federal BUILD and INFRA grants. Ms. DeVary has asked Mr. Crum and his staff at the HRTPO to come give a presentation to the Board on the various funding streams and they have agreed to do so. Chairman Keifer reminded the Board that SPSA is obligated to the City of Suffolk to build the flyover and that it is an important safety issue. Ms. DeVary reported that SPSA is pleased that progress is being made on this regional initiative and looks forward to having HRTPO present their findings to the Board at an upcoming meeting.

As a part of the Strategic Communications task order with HDR, starting next week SPSA will begin an educational email distribution. Information about SPSA will be sent to various elected officials, all member governing bodies, and other interested parties as a part of SPSA's campaign on the wetlands permitting process. The first email, set to be sent on Tuesday morning, will give basic information to ensure that people understand SPSA's role is managing our communities' waste after it has been collected by member communities. The emails will be distributed by HDR through a service that can be monitored, but will appear to come from Ms. DeVary. Before any strategic communication emails are sent, Ms. Preston will send the Board an email alerting them to the upcoming distribution.

At the December meeting it was requested that SPSA continue to seek information on the Navy's plans in relation to its contract with Wheelabrator. Ms. DeVary reported that she and the Executive Committee have continued their research and have received information that the Navy has entered into a federally regulated energy savings performance contract (ESPC) to build a combined heat and power plant with a micro grid for solar power. This plant will have no upfront costs to the Navy and will be built on an existing 250 space parking lot at the Norfolk Naval Shipyard, which is adjacent to the Wheelabrator plant. Sources

indicate that the Navy intends for the plant to be fully operational by January 2023 and will provide 100% of the power and steam needs for the Norfolk Naval Shipyard. As SPSA understands it, the motivation to build this power plant is energy assurance, resiliency, and national security and has nothing to do with cost or performance issues with Wheelabrator's service.

Ms. DeVary reported that this information has been shared with Wheelabrator and that they are making every effort to see what can be done about getting their contract to provide steam to the Navy extended. As a point of clarification, Chairman Keifer reiterated that Wheelabrator's contract to provide steam to the Navy is in effect until January of 2023 and SPSA's waste contract with Wheelabrator is in effect until June of 2027. Ms. DeVary added that SPSA also has a separate contract with the Navy for waste disposal, noting that all parties have a vested interest in the situation. Ms. DeVary opened the floor for questions and, seeing that there were none, assured the Board that she will keep them up to date on the situation as new information presents itself.

Mr. Bagley delivered the operations report stating that 39,216 was the total tonnage deposited in the landfill, which is a 5,917 ton decrease from the last reporting period. This decrease is a direct result of the Patriot's Walk development delivering clean fill to the landfill. Total leachate hauled for the reporting period was 459,170 gallons. SPSA also pumped 740,547 gallons for a total of 1,200,044 gallons of leachate, which was an increase of 261,285 gallons from the previous reporting period. This increase is directly related to the ongoing capital project of dredging the leachate ponds which has involved, in this reporting period, completely draining one of the ponds. Wheelabrator delivered 14,026 tons of residue to the landfill, of which 4,038 was reclassified as nonqualifying ash. Mr. Bagley pointed out that over the last three months the number of nonqualifying ash has decreased significantly from roughly 60% to 29% in this reporting period. Wheelabrator continues to work though some maintenance issues, but 29% nonqualifying ash is approaching SPSA's expectations. No odor complaints were reported this period.

Mr. Bagley reported that the draft airspace study at the landfill has been delivered to staff for review. Staff's preliminary assessment appears to show a positive result from SPSA's efforts to decrease the amount of landfill space being used and therefore increase available airspace. That report will be brought to the Board once it is completed. The leachate pond dredging project is underway with the goal of improving the quality of leachate sent to HRSD. The landfill ash tipper is up and operational, which should yield positive financial results for Wheelabrator.

Last week, the Southampton County Litter Control Council took a tour of the Regional Landfill and Carrollton Elementary School plans to bring 75 children for a tour on February 7th. The Solid Waste Association of North America (SWANA) has expressed interest in touring the landfill during a regional meeting. Staff has received positive feedback about these tours, which help educate the public about how the landfill really works and the quality of SPSA's operations. Mr. McCoy added that, inspired by the positive response from the members of the Citizens Advisory Committee, who all participated in tours of the landfill in groups of two or fewer, he and Ms. DeVary would like to extend an invitation to tour the landfill to all of the member communities' City Councils and Board of Supervisors. He encourages Board members and their respective governing bodies to come and see SPSA's state-of-the-art landfill for themselves.

Mr. Bagley updated the Board on the progress of the facility assessment, stating that the engineers who were hired to assess all of SPSA’s facilities have completed reports on roughly 60% of the project. The remaining reports should be completed by the end of February. These reports will allow staff to prioritize capital needs for budgeting purposes and will serve as an initial assessment. Moving forward, amendments and additions will be made to keep the document current for use as a tool to aid in the decision-making process for capital investments. The reports received thus far confirm suspected areas of concern, but have revealed no previously unknown issues.

Chairman Keifer complimented Mr. Bagley and SPSA staff on their insightful work examining important issues that may not be obvious to the untrained eye. The Board appreciates these efforts and encourages staff to keep up the good work.

6. WHEELABRATOR PORTSMOUTH MONTHLY REPORT

Ms. DeVary introduced Mr. Pete DiCecco, Wheelabrator’s Vice President of Waste to Energy, who in lieu of the regular monthly report from Wheelabrator, presented a year-in-review about Wheelabrator’s operations and his focus on operational changes and capital improvements.

The December Wheelabrator operational data covered in Mr. DiCecco’s presentation follow:

Wheelabrator Portsmouth December 2019
Operational Data

42,367 Tons	56,689 Tons	54,509 Tons	14,023* Tons	16,959 MW
Total waste received by SPSA	Waste delivered to RDF	Total RDF processed	Ash sent to landfill	Electric power sold
82,637 K-LBS	96%	100%	1	3
Steam sold to U.S. Navy	Overall boiler availability	Overall generator availability	OSHA recordable accidents	OSHA recordable accidents YTD

*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.

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Wheelabrator Portsmouth
2019 Year in Review

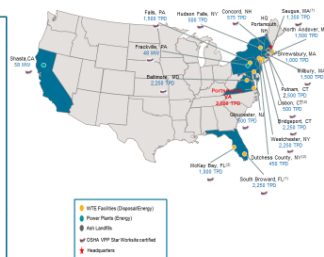


Meeting SPSA’s mission to provide safe and environmentally sound disposal of regional solid waste



Wheelabrator Technologies
Wheelabrator As We Are Today

- Owned by Macquarie Infrastructure Real Assets, one of the world’s leading alternative asset managers
- Powered by ~1700 employees
- Leading owner and operator of strategically located WTE facilities in the U.S.
- Owns and/or operates 17 strategically located facilities in the U.S.
 - 15 WTE facilities, including one under construction in the U.K.
 - Two waste fuel facilities
 - Four ash monfills
- Annual waste processing capacity over 8 million tons with a combined electric generating capacity of 732 MW—enough energy to power more than 671,100 homes
- 10 transfer stations in the Northeast U.S. and Ohio
- In 2019, Wheelabrator processed ~7.0 million tons of post-recycled solid waste, generated ~4.2 million net MWh of power and recycled 151,000 tons of ferrous and non-ferrous metals



Wheelabrator Portsmouth 2019
Actual Operational Data

538,746 Tons	597,939 Tons	592,677 Tons	157,950 Tons	60,678 Tons
Total Waste Delivered by SPSA to RDF	Waste delivered to SPP from RDF	Total RDF processed	Ash Sent to Landfill	Ash Sent to Landfill as Cover
599,606 K-LBS	91.8 %	97.4 %	1	3
Steam Sold Navy Shipyard	Boiler Availability	Generator Availability	LTA accidents	OSHA recordable accidents

- OSHA Recordable incidents:**
 - Mechanic fractured left ankle, caused by kicking a forklift fork
 - Supervisor punctured finger, caused by steel cord in tire
 - Crane Operator lacerated nose, caused by falling down stairs
- Operational incidents**
 - Rental Ash Screener performed much less than expected
 - Boiler Grate issues leading to unscheduled boiler downtime
 - Bottom Ash Conveyor life expectancy

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Wheelabrator Portsmouth

2019 Operational Observations/Improvement Opportunities



- **Housekeeping** at the RDF and Power Plant needed drastic improvement
- Power Plant ash screener process was **unreliable as well as inefficient**
- **Lack of proper staffing and leadership** issues leading to additional work and inefficiencies at the RDF and Power Plant
- Lack of internal and external **communication** leading to work order priority issues as well as equipment availability concerns
- **Training** (leadership and operational) and **onboarding** struggled leading to operational inefficiency and employee injuries
- Lack of proper identification of issues on redundant equipment conditions
- Preventative maintenance and lubrication schedules incompleteness leading to premature failures

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Wheelabrator Portsmouth

2019/2020 Operational Changes



- **Two additional employees** added and processes optimized at RDF to assist in proper housekeeping of the facility
- Temporarily relocated the **Senior Manager of Maintenance** to the facility to train and assist with maintenance decision making
- Hired a tenured **Maintenance Supervisor** with facility experience to lead the day to day Maintenance operations
- Promoted an RDF Shift Supervisor to **Operations Superintendent** to be the single point of contact at the RDF facility
- **Bi-Weekly** visits from HQ auditing and inspecting conditions of RDF and Power Plant with documentation on items to complete
- Rolled out new onboarding process to properly **train employees** on their specific job duties
- Transitioned ash screener from Spaleck to **Powerscreen** and added a headcount to assist in the processing of the ash
- Implemented **third party equipment inspections** (TG and Boiler)

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Wheelabrator Portsmouth

2019/2020 Capital Improvements



- RDF
 - Reconditioning of four tipping floor bays (\$95k)
 - Main Magnet (M3) replacement (\$100k)
 - Installation of Non Processing ramp for RDF (\$25k)
 - Install two operating refuse truck tipplers (\$200k)
 - Line C and Line A Shredder overhauls (\$1.2M)
 - Shredding cooling tower fill replacement (\$50k)
 - Shredder drive upgrades (\$100k)
 - Fifteen various belt replacements (per rotation) (\$150k)
 - Purchase of service truck for mobile equipment repairs (\$115k)
 - Purchase of Volvo 220 fuel handling loader and Bobcat (\$650k)
 - Purchase large excavator for stacking Non Processables (\$200k)
 - Security camera upgrade with remote handling (\$50k)

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Wheelabrator Portsmouth

2019/2020 Capital Improvements



- Power Plant
 - Overhaul and upgrade to Main Control Room (\$175k)
 - TG Control HMI upgrade (\$490k)
 - Inconel Furnace overlay in all boilers (\$200k)
 - Replace superheaters in boiler 2 and 3 (\$600k)
 - Boiler grate overhaul on boiler 1 and 4 (\$550k)
 - Overhaul crane holding and closing motors (\$100k)
 - Replace south crane drum (\$50k)
 - Replace east drag conveyor (\$750k)
 - Replace #3 Main Feed pump (\$100k)
 - Baghouse bag replacements in Boiler 1, 3 and 4 (\$600k)
 - Overhaul diesel generator (\$65k)
 - Improvement to facility aesthetics (\$250k)

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Wheelabrator Portsmouth

Current Vacancies/Open Positions



- The unemployment rate, or the part of the U.S. labor force that is without a job, fell to an almost **30 year low** in 2019
- Filling Open Positions has been an enormous challenge. Currently we have 11 vacancies
- Adapting to the new workforce is a must.
 - New Onboarding was rolled out in January
 - Training and leadership training being completed in Q1
- **Retention** will be the key to our success by completing the following:
 - Establishing a cleaner more working conducive atmosphere. I welcome all of you on a tour of our RDF facility
 - Reducing work order completion matrix from **18 days to one week**
 - **Engage the work force** by conducting quarterly all team meetings. Our employees need to know how we performing. How SPSA feels we are doing
 - **Accountability** – reward the high performers and penalize the sub-standard employees

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Questions?



Mr. DiCecco closed his presentation with comments on the importance of accountability and opened the floor to questions.

Mr. Maxwell commented that Wheelabrator’s capital improvement goals are ambitious and asked Mr. DiCecco of his plans for providing an updated status report to the Board. Mr. DiCecco responded that he intends to be at each monthly meeting of the SPSA Board of Directors to give an update on what has been completed and what is in progress.

Mr. Barnes commended on the thoroughness of Mr. DiCecco's report and thanked him for the information he shared, citing that it seems Wheelabrator is moving toward improved reliability and profitability. Recalling Ms. DeVary's comments regarding the Navy's plans to build their own power plant, Mr. Barnes asked Mr. DiCecco about Wheelabrator's response to this news, stating that information on Wheelabrator's steam and electricity driven income and plans moving forward would be helpful. Mr. DiCecco responded that this is new information for Wheelabrator as well, but that their financial team is investigating alternatives to selling steam to the Navy. Mr. DiCecco assured the Board that this is a high priority for Wheelabrator and that he will be reporting back to the Board with an update next month, if not sooner.

Chairman Keifer thanked Mr. DiCecco and commented that SPSA appreciates their partnership with Wheelabrator and the work Mr. DiCecco and his staff perform to stay responsive to SPSA's needs. Mr. McCoy also thanked Mr. DiCecco, noting that he and the rest of the Executive Committee and SPSA Executive Staff have seen a marked improvement since his arrival. Mr. McCoy spoke of the partnership between SPSA and Wheelabrator and complimented Mr. DiCecco on his efforts stating that SPSA values the continued relationship. Mr. DiCecco responded that while things have gotten better, there is still more to do and that he respects the feedback he receives from Ms. DeVary and Mr. Bagley. Mr. DiCecco is also looking forward to a successful year ahead.

7. CITIZENS ADVISORY COMMITTEE

Ms. DeVary reminded the Board of the origins and purpose of the Citizens Advisory Committee (CAC), briefly reviewed the formation of the Committee, and reviewed the dates and topics of each meeting. The Recommendation of the Committee was the continued expansion of the Regional Landfill as the preferred landfill option. After careful consideration of economic and environmental factors, the committee determined that expansion of the regional landfill would be the most cost-effective and environmentally sound solution for SPSA's member communities. The Committee elected to present their recommendation in the form of a letter which was signed by the Committee Chairman, Andrew G. Baan of Virginia Beach. The Committee also requested that the minutes from each of their meetings be attached to the recommendation to demonstrate how they arrived at their conclusion. Ms. DeVary asked if any members of the CAC were present to comment on their experience. Mr. Mark Geduldig-Yatrofsky of Portsmouth was present and commented that the recommendation documents speak for themselves, but added that his tour of the landfill was an excellent educational opportunity and that he has recommended his city's Council Members take a tour themselves.

Ms. DeVary reiterated how pleased staff was with the level of engagement and interest from the Committee, which has now completed their mission, and asked the Board if there were any questions or comments. Ms. Lowe mentioned that she had been in communication with one of the representatives from Southampton County who stated that she was very impressed with the Regional Landfill and the work being done there. Additionally, Ms. Lowe said that the Southampton Litter Control Council tour went well and council members had a new-found appreciation for how well the landfill operation is run.

Chairman Keifer mentioned that he and Mr. McCoy attended the final meeting of the CAC and thanked the Board for providing such excellent members for the Committee. The

Chairman asked if there were any further questions on the landfill expansion project and, seeing that there were none, reminded the Board that they would continue to be updated on the expansion process each month.



Landfill Cells VIII & IX Permitting
January 22, 2020



- The formation of a Citizen Advisory Committee (CAC) is a regulatory requirement in the Virginia Waste Management Act §10.1-1408.1. This is one of many steps necessary *prior* to filing a notice of intent to apply for a landfill expansion permit with VDEQ.
- SPSA must provide a statement of the steps taken to seek the comments of the residents of the area the expansion will occur.
- The public comment steps *shall include* the formation of a citizens advisory group to assist SPSA with the selection of the proposed site for expansion.
- The SPSA Board approved the formation of the CAC in June 2019 with the mission of serving in an advisory capacity only and to 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.
- 13 citizens were appointed to the CAC by the member localities. 3 localities only appointed 1 citizen.

Citizen Advisory Committee (CAC) January 22, 2020



- CAC Meetings:
 - October 29, 2019: We provided an overview of SPSA operations and HDR provided an overview of landfill regulatory siting requirements.
 - November 7 – 18, 2019: CAC members toured the Regional Landfill.
 - November 19, 2019: Siting a new landfill was discussed and based on regulatory requirements and lack of community interest the CAC concluded that siting a new landfill was not a viable option. Additionally, the CAC reviewed existing alternative landfill sites and began to formulate their recommendation.
 - January 7, 2020: Committee concluded discussions and approved its recommendation.

Citizen Advisory Committee (CAC) January 22, 2020



RECOMMENDATION

The Committee voted to present their recommendation in the form of a written statement signed by CAC Chairman, Andrew G. Baan of Virginia Beach (included in Board packet).

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.

Citizen Advisory Committee (CAC) January 22, 2020

8. FINANCIAL REPORT

Ms. DeVary reviewed the financial information for the month ending December 31, 2019. Total revenues exceeded total expenses for the fiscal year-to-date by approximately \$3 million as compared to \$4.3 million in the previous fiscal year. Tipping fees reflect an increase of 0.4% or approximately \$79,400 as compared to December of 2018. The municipal waste tons are up approximately 1.1% or 2,392 tons from last fiscal year. As of the end of December, the total municipal waste tonnages were 227,348 as compared to 224,956 a year ago. As the charts indicate, these tonnage numbers are very similar to last year's numbers.

Ms. DeVary went on to say that total expenses for the month ending December 31, 2019 were approximately \$20.3 million as compared to \$20 million in the prior fiscal year. Cash balances are at approximately \$36 million; currently designated as \$2 million in operating, about \$369,000 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 \$25.2 million in the landfill expansion and closure fund. Money is being contributed each month as budgeted.

Chairman Keifer requested a motion to approve the financial reports.

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

7. CONTRACTS

Ms. DeVary presented for consideration a contract to replace two 70-foot aboveground scales at the Regional Landfill and Suffolk Transfer Station, which are now 20 years old and require constant maintenance. The replacement of these scales is part of the FY20 capital improvement plan. The bidding process produced three proposals and after careful review, staff recommends awarding the contract to Fairbanks Scales in the amount of \$160,188.42.

Mr. Jenkins moved, seconded by Mr. Hodges to award the contract for two 70-foot aboveground scales to Fairbank Scales in the amount of \$160,188.42. The vote on the motion was unanimous.

Ms. DeVary also brought to the Board for ratification the contract awarded to VHB in the amount of \$488,111 for the third-party preparation of the EIS required for a wetlands permit for the expansion of the landfill. The RFP was issued October 28, 2019 and six responses were received on November 21, 2019. SPSA staff and HDR were pleased with the quality of the responses and the top three proposals were submitted to the Army Corp of Engineers for review. The Corp sent a letter approving SPSA's first choice, VHB, and the contract was awarded on January 14, 2020. The funding for this contract is earmarked in the reserve for landfill expansion and closure and staff would amend the budget accordingly so the amount would be included in the Board's financial report each month.

This contract is based on time and materials and is subject to changes in scope of work based on the Corp's requests, which means it will likely require additional funding. Based on all available information, the current contract is not to exceed \$488,111. Ms. DeVary noted that if there are any change orders, they will be brought to the Board regardless of the amount to ensure that the Board is fully informed on the project's progression. Ms. DeVary stressed that it is highly likely that the contract does not reflect the amount required for the completed project given that the Corp is at liberty to add study requirements as they see fit. However, staff has had a positive initial meeting with VHB and they understand that SPSA is to be made aware of any foreseeable changes as soon as possible so that staff may bring those developments to the Board.

Staff requests that the Board ratify the awarded contract to prepare the EIS for the wetlands permit expansion to VHB in an amount currently not to exceed \$488,111, with the understanding that in the event that additional funds are needed change orders will be brought to the Board for a vote.

Mr. Keaton moved, seconded by Ms. Raulston to ratify the awarded contract for the third-party EIS to VHB in the current amount not to exceed \$488,111. The vote on the motion was unanimous.

8. CLOSED SESSIONMotion 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.

Mr. Keifer moved, seconded by Mr. Broad to enter into closed session to discuss the annual performance review of the Executive Director. The vote on the motion was unanimous.

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.

Mr. Keifer moved, seconded by Mr. McCoy to certify the closed session. The vote on the motion was unanimous.

9. OTHER BUSINESS

Chairman Keifer opened the floor for a motion to increase the annual compensation of Executive Director, Liesl DeVary by 2.5% effective on February 1, 2020 in recognition of her continuing outstanding performance.

Mr. Roberts moved, seconded by Mr. Broad to increase Ms. DeVary's compensation by 2.5% effective February 1, 2020. The vote on the motion was unanimous.

10. ADJOURN MEETING

There being no further business to come before the Board of Directors the regular meeting was adjourned at 10:43 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 – December 4, 2019

Landfill Operational Summary

SPSA Regional Landfill Operational Summary		KEY:			
Period	January 1st, 2020 to January 31st, 2020		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	31,407		
2.2	No. staff	15.5	12.5		3 - Vacancies (1-HEO, 1-SWA 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	18,113		
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		Staff is reviewing new airspace study.
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 approximately 50% complete.
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons	844,932		From 1/1 to 1/31
4.5.1.1	Cell V, Sumps 1-4	x gallons	427,195		From 1/1 to 1/31
4.5.1.2	Cell VI, Sumps 5-8	x gallons	421,577		From 1/1 to 1/31
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	716,725		From 1/1 to 1/31
4.5.3	Disposal costs in period: \$		\$ 25,560		From 1/1 to 1/31
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 1/1 to 1/31
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
December 4, 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, Mr. William Sorrentino and Mr. Randy Keaton. Mr. Keaton made an early departure at 2:09 p.m. 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 October 16, 2019

Mr. Sorrentino moved, seconded by Mr. McCoy, to approve the minutes of October 16, 2019. All were in favor.

2. Executive Director Reports / December Board Meeting Agenda

- a) Audit Committee Meeting

The Audit Committee met with Leslie Roberts of Brown Edwards on November 12, 2019. There were no issues or unfavorable findings and a clean Audit will be presented at the December 11, 2019 Board Meeting.

- b) Update on Landfill Expansion Permitting Process

SPSA has received six responses to the RFP for a 3rd party contractor to prepare an EIS. HDR is reviewing the candidates this week and Ms. DeVary plans to submit the three top proposals, noting SPSA's first choice, to Melissa Nash at the Army Corp of Engineers by the end of next week. Proposals are being evaluated based on several factors, such as qualifications, experience in the type of work being done, and non-binding cost estimates. SPSA will rely heavily on the expertise of HDR to make this decision and is eager to choose a company that the Corp has confidence in as, ultimately, it is the Corp and not SPSA who will be working with the selected company. The goal is to have a contract for consideration at the January meeting of the Board of Directors.

The Citizens Advisory Committee has met twice and Ms. DeVary commented that the participation from committee members has been outstanding. All but one member was able to take an extensive tour of the landfill, either individually or in groups of two, and everyone shared how impressed they were with landfill operations and conditions. The

Committee agreed that they were unaware of any locations to site a new landfill in the service area and reviewed and discussed information provided by SPSA and HDR on hauling to alternative landfill sites. There is a meeting scheduled for January 7, 2020 during which the Committee plans to solidify their recommendation.

Ms. DeVary directed the Executive Committee to the SPSA website where they can locate CAC meeting materials and information, including meeting minutes. She also showed them the Landfill Expansion Featured Project Page. As new information gets added, Ms. DeVary will email the Board to keep them updated. HDR is working on fact sheets and emails to distribute as part of their strategic communications plan supporting the permitting process. Executive Committee members gave suggestions for groups and individuals to be added to the distribution list for these emails.

On October 24, 2019 there was a stakeholder's meeting to discuss the proposed flyover at the Regional Landfill. Progress was made and both short-term and long-term solutions were discussed. There is agreement on what course should be taken structurally, but funding sources remain a challenge. The Executive Committee requests that SPSA seek better information on estimated costs and potential funding options for discussion by the Board of Directors.

c) Wheelabrator Performance

Wheelabrator is currently performing well after the past months' issues. They have purchased a new screen which is improving the quality of ash received, but as is often the case with new equipment, there have been initial operator errors to overcome. SPSA drivers continue to learn to operate and use tippers, which increases productivity. Ms. DeVary and Mr. Bagley will keep the Board updated on any and all Wheelabrator issues.

d) Board Meeting

At the December Board Meeting there will be the Audit Presentation by Leslie Roberts, and the renewal contract with HDR Engineering that will be brought for review. This renewal contract will be the third of a four-year optional renewal and is separate from the landfill expansion task order. Ms. DeVary and Mr. Keifer will remind the Board that in the new year each Board member will need to submit a Conflict of Interest Disclosure. Mr. Tisdale will send an email to the Board before the end of the year. Ms. Preston will follow up with the Board in early January and then submit completed forms to Mr. Spain for filing.

e) Executive Director Performance Review

As they are asked to do each year, the Board of Directors will complete an annual review of Ms. DeVary's performance as Executive Director. Hard copies will be distributed at the meeting and Ms. Preston will send a follow-up email after the meeting. The completed evaluations will be compiled and send to Mr. Keifer and Mr. McCoy for review at the January 2020 meeting of the Executive Committee.

3. Additional Items for Discussion

At SPSA operations there have been updates to the Munis system which have caused issues including the production of incomplete invoices. Where necessary, SPSA staff created work-arounds to compensate for the inaccuracies. After much effort on SPSA's part, the issues seem to be resolved, but staff will continue to monitor the situation.

With the Cox contracts for internet and phone service completed for all facilities, transfer dates have been determined. Phone service will transfer on December 5th and network services will transfer on December 19th. Staff will be in place to troubleshoot any issues that may arise.

There was an odor complaint issued about the landfill on November 7, 2019. SPSA staff responded immediately and 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.

On November 13, 2020 there was an incident involving a TFC truck unloading unauthorized hazardous waste at the Suffolk Transfer Station. The transfer station was temporarily closed and waste was diverted directly to the landfill with little disturbance to service. SPSA staff followed all proper procedures and the unauthorized waste was moved to a roll-off container to await authorization for Petro Chem to transport. DEQ visited the landfill while the hazardous material was still on site.

As this is Mr. Tisdale's last Executive Committee Meeting before his retirement, the Committee thanked him for his service and wished him well.

4. Meeting Adjourned at 2:38 p.m.

6. Wheelabrator Portsmouth Monthly Report

February 12, 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 2020

MONTH	THIRD PARTY			OUT-OF-STATE		OUTSIDE-AREA WASTE (TONS)	TOTAL TONNAGE	RDF WASTE							
	SPSA ACCEPTABLE WASTE (TONS)	ACCEPTABLE 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	RDF WASTE DIVERTED TO LANDFILLS (TONS)	PROCESSED WASTE (CALC)	PROCESSED FORMULA	ASH DELIVERED TO LANDFILL (TONS)
JAN	43,504.60	11,225.45	1,638.94	-	56,368.99	94,652	56,368.99	56,368.99	3,770.70	-	1,600.61	52,598.29	50,885.77	12,468.65	15,292
FEB															
MAR															
APR															
MAY															
JUN															
JUL															
AUG															
SEP															
OCT															
NOV															
DEC															
YTD TOTAL	43,504.60	11,225.45	1,638.94	-	56,368.99	94,652.00	56,368.99	56,368.99	3,770.70	-	1,600.61	52,598.29	50,885.77	12,468.65	15,292.00

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

**WHEELABRATOR PORTSMOUTH INC
AVAILABILITY**

CALENDAR YEAR 2020

MONTH	BOILER AVAILABILITY (%)	BOILER PLANNED OUTAGES (HRS)	BOILER UNPLANNED OUTAGES (HRS)	TURBINE AVAILABILITY	TURBINE PLANNED OUTAGES (HRS)	TURBINE UNPLANNED OUTAGES (HRS)
JAN	89%	156.00	187.00	98%	45.00	1.00
FEB						
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	89%	156.00	187.00	98%	45.00	1.00

WHEELABRATOR PORTSMOUTH INC

SUPPLEMENTAL INFORMATION

January 2020

Total Waste received by SPSA:	43,505	tons
Waste delivered to RDF:	56,369	tons
Total RDF processed:	50,886	tons
Ash sent to landfill:	12,469	tons*
Electric power sold:	15,292	MW
Steam sold to Navy:	94,652	K-LBS
Overall Boiler availability:	89%	
Overall Generator availability:	98%	
Environmental Incidents	0	
OSHA Recordable Accidents this period:	0	
OSHA Recordable Accidents YTD:	0	

General Notes:

* This total includes 1,144.75 tons of non-qualifying residue delivered to the landfill this period.

Boiler 2 scheduled outage this period, major work included pressure part inspections and overlay, baghouse change out, flue gas and SDA metal repairs, bottom ash and grate repairs.

Wheelabrator Portsmouth Inc.

Monthly Report for the Month of January 2020

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

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

KEY:
 Change Since Last Report
 All Is Well
 Working On
 Noted Issue



Item	Metric Item	Metric	Performance	Status	Comments
1	Regulatory Compliance				
1.1	Notice of Violations	None	In Compliance		No issues during reporting period
1.2	VPDES	Compliance	In Compliance		No issues during reporting period
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during reporting period
1.2.2	Title V	Compliance	In Compliance		No issues during reporting period
2	RDF Tipping Floor Operations				
2.1	Wait Times	<30 min	Satisfactory		All wait times have been less than 30 minutes
2.2	Floor Volume	<1,000 Tons	Satisfactory		Pit volume has been less than 800 tons each day during December
2.3	Equipment Utilization	Key equipment fully operational and deployed	2 of 3 lines Satisfactory, 3rd line going through daily maintenance		The 3rd line is back in service and in standby, but will be going through an overhaul in 2020. The overhaul will return it to reliable condition
3	Ash				
3.1	Ash Delivered to RLF	Actual Tons	12,469		
3.2	Percentage of Ash Re-classified	<20%	1,146		January Reclassified was 9.2%. Improvement month over month and have made additional improvements to meet or beat this matrix next month
3.3	Percentage of Ash used as ADC	> 80%	11,323		January ADC was 90.8%
3.4	Rejected Loads of Ash	0	0		
4	WTE				
4.1	Boiler Availability	> 90%	89.00%		Slightly under plan due to emerging work during scheduled outage and grate issues an units 1 & 4 due to aluminum build up
4.2	TG Availability	> 90%	98.00%		
4.3	Ash Screener Availability	> 95 %	96.00%		Rental Screener was out of service for a belt replacement and hydraulic hose failure
5	Cleanliness/Litter Control				
5.1	Citizen Complaints	0			Overall cleanliness of the facility has improved.
5.2	Odor Complaints	0			

Acronym Definitions

RDF - Refuse Derived Fuel, **WTE** - Waste To Energy, **VPDES** - Virginia Pollution Discharge Elimination System, **ADC** - Alternative Daily Cover, **TG** - Turbine Generator

7. Financial Report

Statement of Revenue and Expenses – Budget to Actual Comparison

For the month ending January 31, 2020, total revenues exceeded total expenses by approximately \$2.5 million as compared to \$4.9 million in the previous year.

Tipping fee revenue received reflects a slight decrease of 0.3% or approximately \$82,244 as compared to fiscal year 2019. Municipal waste tons are up approximately 1.3% or 3,452 tons as compared to fiscal year 2019.

For the month ending January 31, 2020, total expenses were approximately \$24.5 million as compared to \$23.6 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 January 31, 2020, municipal waste tonnages reflect an increase of 1.3% or approximately 3,452 tons as compared to January 2019.

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 January 31, 2020, operating cash balances were approximately \$36 million representing approximately \$1.6 million in the operating account, \$5.9 million in undesignated fund balance, \$337,238 for FY 2019 Rolled Purchase Orders, \$2.5 million reserved for the HRSD Force Main and \$25.6 million designated for landfill expansion/closure.

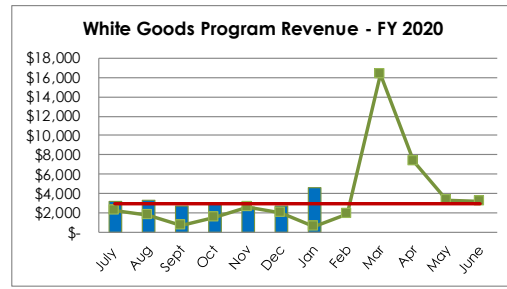
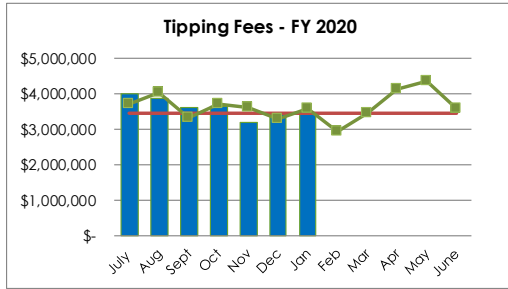
MOTION: Do I hear a motion that the SPSA Monthly Financial Reports, subject to audit, be approved as presented?

Southeastern Public Service Authority								
Statement of Revenue and Expenses - Budget to Actual Comparison								
For the Period Ending January 31, 2020								
	January 2020				January 2019			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
REVENUES								
Tipping Fees	\$ 41,631,237	\$ 3,439,049	\$ 25,260,359	60.7%	\$ 37,720,239	\$ 3,600,685	\$ 25,342,603	67.2%
Tire Program	515,200	40,613	331,285	64.3%	332,000	66,140	349,322	105.2%
Household Hazardous Waste Revenue	305,000	19,087	209,583	68.7%	250,000	14,851	151,555	60.6%
White Goods Program	35,000	4,652	22,324	63.8%	40,000	635	11,444	28.6%
Landfill Gas Recovery	312,000	9,053	144,239	46.2%	335,000	28,177	179,480	53.6%
Miscellaneous Income	333,775	73,100	306,360	91.8%	214,950	64,867	424,911	197.7%
Interest Earnings	350,000	22,096	235,185	67.2%	180,000	21,501	224,149	124.5%
A Fund Balance / Capital / Rolled PO's	799,255	32,066	462,017	57.8%	2,173,044	392,870	1,805,811	83.1%
Fund Balance / Landfill Expansion	488,111	-	-	0.0%	2,500,000	-	12,203	0.5%
TOTAL REVENUES	\$ 44,769,578	\$ 3,639,715	\$ 26,971,351	60.2%	\$ 43,745,233	\$ 4,189,726	\$ 28,501,478	65.2%
OPERATING EXPENSES								
Administration								
Salaries / Wages	\$ 892,877	\$ 93,938	\$ 453,196	50.8%	\$ 882,617	\$ 49,196	\$ 372,327	42.2%
Employee Benefits	231,231	18,521	100,898	43.6%	227,468	13,011	93,275	41.0%
A Professional / Contracted Services	733,969	8,281	233,662	31.8%	645,915	32,303	327,405	50.7%
Other Operating Expenses	231,521	8,893	101,155.52	43.7%	208,900	14,530	107,990	51.7%
Materials / Supplies	15,586	841	6,929	44.5%	15,498	1,377	3,404	22.0%
Total Administration	\$ 2,105,184	\$ 130,474	\$ 895,841	42.6%	\$ 1,980,398	\$ 110,417	\$ 904,402	45.7%
Environmental Management								
Salaries / Wages	\$ 291,479	\$ 29,301	\$ 162,203	55.6%	\$ 284,161	\$ 21,577	\$ 152,600	53.7%
Employee Benefits	101,641	9,119	59,288	58.3%	96,980	8,429	57,369	59.2%
A Professional / Contracted Services	74,200	14,721	34,189	46.1%	43,160	20,058	25,105	58.2%
Other Operating Expenses	10,174	492	2,714	26.7%	7,168	373	3,429	47.8%
A Materials / Supplies	22,368	740	5,913	26.4%	20,620	809	11,817	57.3%
Total Environmental Management	\$ 499,862	\$ 54,372	\$ 264,306	52.9%	\$ 452,089	\$ 51,247	\$ 250,320	55.4%
Operations								
Salaries / Wages	\$ 5,841,183	\$ 620,594	\$ 3,172,538	54.3%	\$ 5,539,339	\$ 413,916	\$ 2,945,421	53.2%
Employee Benefits	1,940,329	169,348	1,050,943	54.2%	1,924,879	151,270	1,054,309	54.8%
A Professional / Contracted Services	2,920,332	180,363	1,471,562	50.4%	2,868,719	246,813	1,438,416	50.1%
Other Operating Expenses	1,066,852	66,127	423,244	39.7%	864,252	61,994	396,692	45.9%
Materials / Supplies	1,883,733	105,835	805,814	42.8%	1,776,064	123,238	873,590	49.2%
Total Operations	\$ 13,652,429	\$ 1,142,266	\$ 6,924,100	50.7%	\$ 12,973,253	\$ 997,230	\$ 6,708,429	51.7%
TOTAL OPERATING EXPENSES	\$ 16,257,475	\$ 1,327,113	\$ 8,084,246	49.7%	\$ 15,405,740	\$ 1,158,894	\$ 7,863,152	51.0%
CAPITAL PROJECTS / EQUIPMENT REPLACEMENT								
A RLF - SCADA System Leachate System	11,770	-	-	0.0%				
A HHW Relocation	65,928	-	64,278.10	97.5%				
A CTS -Roof Repairs	72,283	-	72,283.00	100.0%				
A Cell 8/9 Permitting	1,032,945	32,066	232,724.81	22.5%				
A IT - Executive Software	40,439	-	32,165.00	79.5%				
A HHW - Gator	14,792	-	14,791.77	100.0%				
RLF - Asphalt Overlay	629,719	-	-	0.0%				
RLF - Leachate Pond Cleaning	103,000	9,563	9,562.60	9.3%				
RLF - Hydro Seeder	65,870	-	65,870.00	100.0%				
Safety - SUV Replacement	22,482	-	22,482.46	100.0%				
FLT - Field Service Truck	132,000	-	128,181.87	97.1%				
TSP - Road Tractors	1,184,464	-	1,184,464.00	100.0%				
TSP - SUV Replacement	22,482	-	22,482.46	100.0%				
Ivor - Compactor & Boxes	59,830	-	-	0.0%				
STS - Inbound Scales	225,000	-	-	0.0%				
ROB - Parking Lot Repairs/Sealcoat	26,655	-	18,655.35	70.0%				
FLT - SUV Replacement	22,482	-	22,482.46	100.0%				
RLF - Dozier	899,000	899,000	899,000.00	100.0%				
SPSA Facility Assessment	38,500	10,100	10,100.00	26.2%				
Portable Tire Shredder	165,000	-	-	0.0%				
Transportation Building Renovation	30,000	-	-	0.0%				
Undesignated	8,515	-	-	0.0%				
TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT	\$ 4,873,156	\$ 950,729	\$ 2,799,524	57.4%	\$ 7,821,724	\$ 522,853	\$ 1,941,255	24.8%
OTHER USES								
Contracted Waste Disposal	\$ 19,295,197	\$ 1,567,956	\$ 11,083,140	57.4%	\$ 17,106,830	\$ 1,712,718	\$ 7,005,285	41.0%
Virginia Beach Environmental Trust Fund	-	-	-	N/A	-	-	-	N/A
Suffolk Environmental Trust Fund	5,000	-	-	0.0%	5,000	-	-	0.0%
Reserves for Landfill Expansion/Closure	4,338,750	361,563	2,530,938	58.3%	3,405,939	283,828	1,986,796	58.3%
TOTAL OTHER USES	\$ 23,638,947	\$ 1,868,800	\$ 13,614,078	57.6%	\$ 20,517,769	\$ 1,928,599	\$ 13,796,290	67.2%
GRAND TOTAL EXPENSES	\$ 44,769,578	\$ 4,146,642	\$ 24,497,848	54.7%	\$ 43,745,233	\$ 3,610,346	\$ 23,600,697	54.0%
NET REVENUES / (EXPENSES)	\$ -	\$ (506,928)	\$ 2,473,503		\$ -	\$ 579,381	\$ 4,900,781	
A Budget has been adjusted by \$799,255 for purchase orders rolled over from FY 2019.								

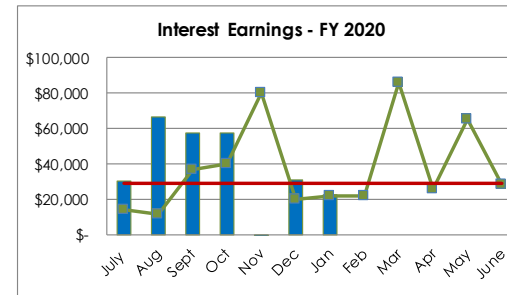
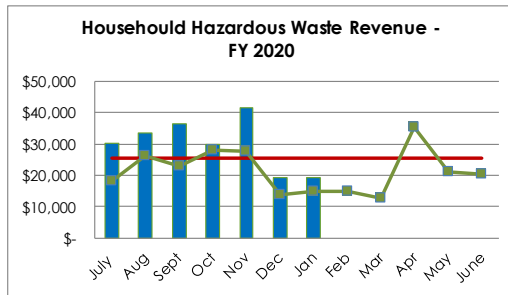
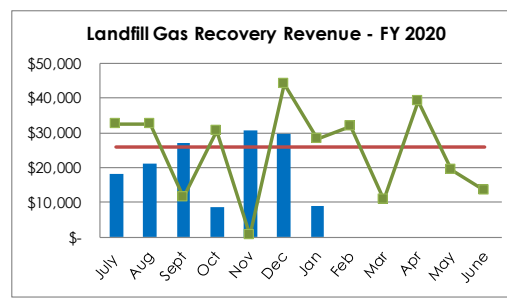
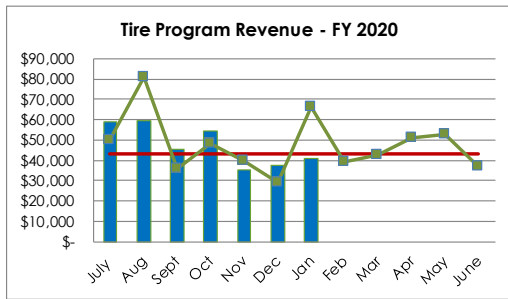
Southeastern Public Service Authority								
Monthly Expense Line Items								
Description	FY 2020	Oct-19	Nov-19	Dec-19	Jan-20	FYTD	From Previous Month	
	Budget						\$ Change	% Change
Salaries Exempt	\$ 1,969,492	\$ 149,416	\$ 152,148	\$ 147,429	\$ 216,096	\$ 1,104,969	\$ 68,666	46.6%
Salaries Non-Exempt	4,755,955	320,107	327,947	333,103	500,428	2,432,014	167,325	50.2%
Overtime	300,092	19,469	18,912	15,508	27,310	250,953	11,801	76.1%
Fica / Medicare Tax	537,452	34,974	35,634	35,067	55,117	275,589	20,050	57.2%
VRS Retirement	41,653	3,028	3,159	3,178	3,213	21,429	36	1.1%
Health Insurance	1,408,744	105,513	111,642	113,995	116,347	762,658	2,351	2.1%
Vrs Group Life Insurance	84,794	6,420	6,641	6,603	6,648	45,332	45	0.7%
Unemployment Insurance	5,604	105	136	123	694	1,337	570	462.9%
Workers Compensation	194,954	14,969	14,969	14,969	14,969	104,783	-	0.0%
Medical Fees	12,200	649	784	1,010	440	4,329	(570)	-56.4%
Security Service	81,728	6,347	8,003	9,736	8,301	48,252	(1,435)	-14.7%
Professional Services	201,980	24,010	49,537	8,433	2,264	116,627	(6,169)	-73.2%
Engineering Services	285,433	7,352	826	16,322	9,339	69,409	(6,984)	-42.8%
Landfill Survey	15,000	1,518	-	-	1,200	2,718	1,200	N/A
Legal Fees	325,000	4,712	8,936	298	1,807	27,542	1,510	507.3%
Environmental Testing	103,400	366	876	20,372	310	55,139	(20,062)	-98.5%
Fire Protection	7,000	259	225	1,089	1,243	4,978	154	14.2%
Temporary Employment Services	0	1,416	-	-	-	6,912	-	N/A
Uniform Rental	50,394	1,483	1,137	3,588	3,548	14,318	(39)	-1.1%
Maintenance Service Agreements	155,529	1,681	9,193.90	4,035	1,721	49,952	(2,313)	-57.3%
Grounds Maintenance	112,667	15,481	1,304	14,296	604	53,191	(13,691)	-95.8%
Hazardous Waste Disp/Cleanup	57,000	-	-	-	13,402	23,370	13,402	N/A
Equipment Maintenance	1,042,185	90,909	51,399	73,037	77,094	436,359	4,057	5.6%
Building / Site Maintenance	591,954	67,217	42,302	60,251	33,772	260,998	(26,479)	-43.9%
Leachate Pumping Station Maint	37,500	723	-	-	2,676	6,575	2,676	N/A
Printing	300	-	-	-	-	-	-	N/A
Advertising	13,700	-	218	-	-	1,259	-	N/A
Permit Fees	75,530	350	-	65,148	-	79,120	(65,148)	-100.0%
Suffolk Host Fee	560,000	80,871	60,238	56,227	45,643	478,365	(10,584)	-18.8%
Electricity	222,700	7,247	9,009	13,471	16,516	92,302	3,045	22.6%
Heating/Gas/Propane	14,000	87	221	2,089	2,088	4,626	(2)	-0.1%
Water / Sewer	50,200	2,330	8,757	3,509	2,026	19,742	(1,482)	-42.2%
Leachate Treatment	398,000	22,532	-	42,409	18,282	109,602	(24,127)	-56.9%
Telephone	121,000	(16)	12,506	7,540	1,925	43,622	(5,614)	-74.5%
Postage	2,760	118	68	68	126	566	58	85.9%
Radio Communication & Repair	10,900	114	-	-	233	347	233	N/A
Insurance & Bonding	194,492	15,989	15,989	15,989	15,989	112,423	-	0.0%
Equipment Rental	35,000	228	101	98	819	9,121	721	739.7%
Land Lease Payment	3,500	292	292	292	292	2,042	-	0.0%
Tire De-Rimming Service	10,000	1,630	-	-	-	1,630	-	N/A
Travel And Training	28,145	291	1,270	1,364	986	4,512	(379)	-27.8%
Road Tolls	159,375	12,997	11,842	12,661	12,768	93,724	107	0.8%
Membership & Professional Dues	4,558	-	-	503	-	1,305	(503)	-100.0%
Bank Fees	42,917	3,470	3,587	3,045	3,113	23,583	68	2.2%
Awards Programs	10,000	450	6,839	-	350	7,964	350	N/A
EMS Support Program	1,000	-	-	-	-	-	-	N/A
Office Supplies	13,620	572	2,457	334	756	6,332	422	126.4%
Dues & Subscriptions	15,750	158	-	79	394	990	315	400.0%
Computer Software	0	129	96	-	(225)	-	(225)	N/A
Other Operating Supplies	105,710	12,235	5,873	6,124	12,482	47,407	6,358	103.8%
Vehicle / Equipment Fuel	958,899	50,058	41,802	70,593	36,971	362,652	(33,622)	-47.6%
Vehicle / Equipment Tires	772,300	58,771	56,626	46,825	52,443	376,026	5,618	12.0%
Safety Apparel & Equipment	26,740	726	1,213	2,465	811	8,940	(1,654)	-67.1%
Small Equipment	18,668	1,621	(2,144)	561	3,009	12,936	2,448	436.5%
Computer Hardware	10,000	772	90	-	775	3,375	775	N/A
Total Operating Expenses	\$ 16,257,474	\$ 1,152,145	\$ 1,082,662	\$ 1,233,833	\$ 1,327,113	\$ 8,084,246	\$ 93,280	7.6%
Capital Projects/Equip Replacement	\$ 4,873,157	56,859	138,249	1,251,239	950,729	2,799,524	(300,510)	-24.0%
Contracted Waste Disposal	19,295,197	1,567,956	1,407,023	1,473,227	1,507,238	11,083,140	34,010	2.3%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	-	-	N/A
Reserves for Landfill Expansion/Closu	4,338,750	361,563	361,563	361,563	361,563	2,530,938	-	0.0%
Total Expenses	\$ 44,769,578	\$ 3,138,523	\$ 2,989,497	\$ 4,319,862	\$ 4,146,642	\$ 24,497,848	\$ (173,220)	-4.0%

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

FY 2020 (bar)
FY 2019
FY 2020 Budget

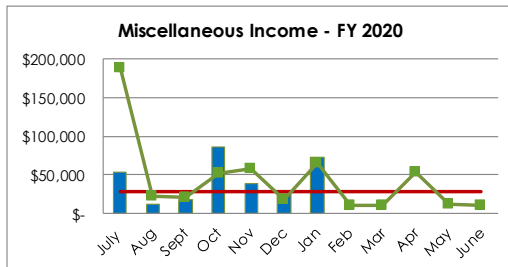


* Monthly revenue is dependent on users.



* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.

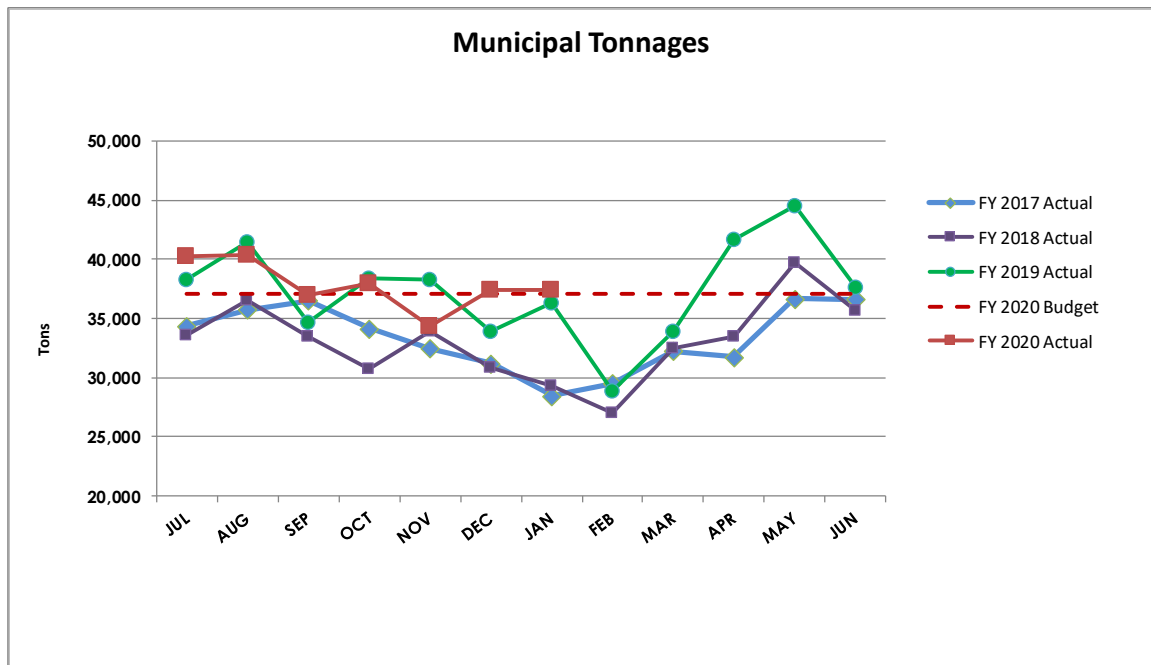




Southeastern Public Service Authority (SPSA) Waste Stream

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 1/31/2020	% of Budget	
Waste Stream Budgeted under Tipping Fees								
Municipal Waste								
Chesapeake	94,981	90,926	90,896	105,353	105,100	62,798	59.8%	
Franklin	2,592	2,690	2,698	2,955	3,000	1,841	61.4%	
Isle of Wight	16,513	15,180	16,883	17,265	17,200	9,621	55.9%	
Norfolk	66,240	64,575	62,587	90,129	90,600	52,901	58.4%	
Portsmouth	29,089	30,023	32,769	40,222	39,800	24,193	60.8%	
Southampton	8,385	8,593	8,910	10,675	10,800	5,465	50.6%	
Suffolk	40,068	45,645	40,847	42,325	38,900	25,539	65.7%	
Virginia Beach	134,285	130,645	127,483	138,823	139,600	82,340	59.0%	
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	264,698	59.5%	
Sludge - Norfolk	4,611	4,782	5,586	6,040	5,500	2,866	52.1%	
Navy Waste	24,725	24,500	26,653	26,265	25,500	15,178	59.5%	
SPSA Contracted Waste	-	26,437	65,936	146,442	138,500	84,669	61.1%	
Construction & Demolition Debris	11,486	14,252	14,850	9,808	15,000	5,936	39.6%	
Non-Contract Waste	-	-	15,469	36,682	32,000	22,387	70.0%	
Total Other Waste	40,822	69,971	128,494	225,237	216,500	131,036	60.5%	
Total Waste Stream	443,071	469,471	525,278	672,984	661,500	395,734	59.8%	

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



**Southeastern Public Service Authority (SPSA)
Regional Landfill Waste Stream**

Types of Waste (tons)	FY 2016	FY 2017	FY 2018	FY 2019	July	Aug	Sept	Oct	Nov	Dec	Jan	FYTD
	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020	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	814	5,935
Water Treatment Plant Sludge	5,314	4,927	5,717	6,039	845	386	300	330	304	395	306	2,866
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	831	4,969
Clean Fill	92,732	25,369	26,396	5,940	15,174	6,048	11,466	27,663	15,676	8,948	5,736	90,711
Peanut Residue/Hulls	3,202	5,650	9,366	4,023	399	247	308	509	290	265	674	2,692
Non-Processible Municipal Solid Waste	1,788	5,765	3,791	867	105	116	136	77	83	81	74	672
Navy Waste ²	88	150	154	359	19	51	11	62	28	15	13	199
Non-Processible Commercial Waste ²	5,096	4,518	2,631	598	46	40	46	65	63	28	113	401
Concrete/Asphalt	416	3	-	133	83	-	-	20	-	-	-	103
Shredded Tires	3,052	3,289	4,586	5,394	513	766	466	626	543	457	222	3,593
Ash - Qualifying	177,493	174,420	179,361	113,979	2,231	6,912	3,176	3,209	7,708	9,986	11,324	44,546
Non-Qualifying Ash	-	-	-	52,998	9,442	6,831	9,746	10,083	5,376	4,038	1,145	46,661
MSW from FTS, IWTS, STS	-	-	46,011	102,702	9,196	7,094	8,361	8,671	7,816	8,526	8,777	58,441
Clean Fill - Clearfield	32,400	28,226	31,709	51,540	5,935	4,971	6,521	5,179	5,783	4,706	1,380	34,475
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	31,409	298,810

¹ Prior to January 25, 2018, Represents CDD from the City of Suffolk and City of Suffolk's Contractors

² Boats, Flour, Frozen Foods, Other items too large for Suffolk Transfer Station

Southeastern Public Service Authority Treasurer's Report of Cash Balances For the Month Ending January 31, 2020						
Fund Type	Beginning Balance	Deposits / Transfers In	Interest Earnings	Payables / Transfers Out	Payroll	Ending Balance
Unrestricted and Designated Funds (see footnote below):						
Townebank Operating	\$ 1,255,080.68	\$ 10,858,659.95		\$ 8,975,099.73	\$ 729,158.06	\$ 2,409,482.84
Townebank Money Market	161,672.86		13.69			161,686.55
Townebank CD	6,141,778.35					6,141,778.35
Virginia Investment Pool (VIP)	18,317,652.90		20,173.86	7,400,000.00		10,937,826.76
Raymond James & Associates Investments	10,137,851.13	6,187,100.00	13,255.27	741.18		16,337,465.22
Total Unrestricted and Designated Funds	\$ 36,014,035.92	\$ 17,045,759.95	\$ 33,442.82	\$ 16,375,840.91	\$ 729,158.06	\$ 35,988,239.72
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 469,330.23		589.42			469,919.65
Environmental / Regional Landfill	459,735.39		577.48			460,312.87
Total Trust Funds	\$ 929,065.62	\$ -	\$ 1,166.90	\$ -	\$ -	\$ 930,232.52
GRAND TOTAL	\$ 36,943,101.54	\$ 17,045,759.95	\$ 34,609.72	\$ 16,375,840.91	\$ 729,158.06	\$ 36,918,472.24
Cash Balances Designated as follows:						
Operating Funds	\$ 1,639,203.94					
Undesignated (Fund Balance June 30, 2019)	5,918,077.00					
Reserved for FY 2019 Rolled Purchase Order	\$337,238.28					
Reserved for HRSD Forcemain	\$2,500,000.00					
Landfill Expansion / Closure	25,593,720.50					
Total Designated Funds	\$ 35,988,239.72					

Southeastern Public Service Authority Budget Transfer Activity For the Month Ending January 31, 2020				
Department	Object	Description	Transfer In	Transfer Out
Safety	56100	Office Supplies	\$ 500.00	
Safety	53160	Environmental Testing		\$ 500.00
Landfill	56410	Small Equipment	\$ 826.88	
Landfill	53400	Equipment Maintenance		\$ 826.88
Landfill	56410	Small Equipment	\$ 687.31	
Landfill	53400	Equipment Maintenance		\$ 687.31
Boykins TS	56140	Other Operating Supplies	\$ 250.00	
Boykins TS	53410	Building/Site Maintenance		\$ 250.00
Franklin TS	53410	Building/Site Maintenance	\$ 1,000.00	
Franklin TS	56220	Vehicle/Equipment Tires		\$ 1,000.00
Fleet	53400	Equipment Maintenance	\$ 6,000.00	
Fleet	53402	Equipment Maintenance - Service		\$ 6,000.00
Norfolk TS	55510	Travel and Training	\$ 625.00	
Norfolk TS	55220	Radio Communication & Repair		\$ 625.00
Tire Shredder	51200	Overtime	\$ 8,000.00	
Tire Shredder	51110	Salaries Non-Exempt		\$ 8,000.00
Capital	62003	RLF-Leachate Pond Cleaning	\$ 28,000.00	
Capital	62006	Fleet Maint Field Service Truck		\$ 28,000.00
Landfill	56410	Small Equipment	\$ 8,500.00	
Landfill	56140	Other Operating Supplies		\$ 8,500.00
Capital	61926	Cell 8/9 Permitting	\$ 488,111.00	
Fund Balance	49200	Fund Balance		\$ 488,111.00
Total Budget Transfers			\$ 542,500.19	\$ 542,500.19

8. Closed Session

Waste Disposal and Services Agreement

Motion to Approve Request for Closed Meeting.

I move that a closed session be held for discussion regarding the request for compensation from Wheelabrator Portsmouth, Inc. and possible amendment to the Waste Disposal and Services Agreement between Wheelabrator and SPSA with commencement date February 1, 2019, in accordance with Virginia Code Section 2.2-3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

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.

9. Other Business

10. Adjourn