

**SOUTHEASTERN PUBLIC SERVICE**  
**AUTHORITY**

Board of Directors ~ Regular Meeting\*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, December 11, 2024, at 9:30 a.m.

\*To accommodate those who may not be able to attend in person, the public may listen to and view presentations displayed at this meeting by registering at <https://attendee.gotowebinar.com/register/232458091682407511>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing 1-(415) 655-0052 and entering access code 716-544-156. Additionally, members of the public are invited to speak electronically at the SPSA Board of Directors Meeting during the designated public comment period at the beginning of the meeting by registering in advance with the meeting organizer. All requests for registration to make an electronic public comment must be received by 3:00 p.m. on December 10, 2024.

**Meeting Organizer: Deborah White ~ [dwhite@spsa.com](mailto:dwhite@spsa.com) ~ 757.961.3402**

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**1. Call Meeting to Order**

Pledge of Allegiance

**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 October 23, 2024 Board meeting are included as follows for Board review and approval.

RECOMMENDED ACTION: Approve the minutes as presented.

MOTION: Do I hear a motion that the October 23, 2024 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

October 23, 2024

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. Earl Sorey <sup>1</sup>	(CH)
Ms. Sheryl Raulston	(FR)	Ms. Rosylen Oglesby <sup>2</sup>	(FR)
Dr. Dale Baugh	(IW)	Mr. Randy Keaton	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Ms. Lavonda Graham-Williams <sup>3</sup>	(PO)
Mr. Tony Parnell	(SH)	Ms. Lynette Lowe	(SH)
Mr. D. Rossen S. Greene	(SU)	Mr. Albert Moor	(SU)
Mr. Thomas Leahy	(VB)	Mr. L.J. Hansen <sup>4</sup>	(VB)

(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 Alternate Ex-Officio Members Mr. Michael Etheridge (IW), Mr. Jeremy Kline (VB), Mr. Robert Lewis (SU), Mr. Greg Martin (CH), Mr. Jerod Roberts (PO) and Mr. Brian Thrower (SH), SPSA executives, Mr. Dennis Bagley, Executive Director, Ms. Tressa Preston, Secretary and Director of Administration, Ms. Sandy Schreiber, Treasurer and Director of Finance, Mr. Henry Strickland, Director of Operations, Ms. Angie Hutchins, Management Analyst, Ms. Deborah White, Executive Assistant, Mr. Brett Spain, General Counsel, and Mr. John Brunini, Special Counsel.

To accommodate those who could not attend in person, through the meeting notice, members of the public were also invited to listen to, and view presentations displayed at the meeting, by registering for attendance using a GoTo Webinar teleconferencing platform. Members of the public were also invited to speak at the SPSA Board of Directors Meeting during the designated public comment period at the beginning of the meeting by registering in advance with the Secretary through contact information published in the meeting notice. Members of the public were also invited to listen to the SPSA Board Meeting via toll-free telephone.

## 1. CALL MEETING TO ORDER

Mr. Thomas Leahy, Chair of the Board of Directors, called the October Board Meeting to order at 9:30 a.m. and then he led the Pledge of Allegiance.

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<sup>1</sup> Mr. Sorey left the meeting at 12:30 p.m., at which time Mr. Martin became the voting Ex-Officio Member for the City of Chesapeake.

<sup>2</sup> Ms. Oglesby arrived at 9:35 a.m.

<sup>3</sup> Ms. Graham-Williams was absent and Mr. Roberts served as the voting Ex-Officio Member for the City of Portsmouth.

<sup>4</sup> Mr. Hansen left the meeting at 12:30 p.m., at which time Mr. Kline became the voting Ex-Officio Member for the City of Virginia Beach.

**2. PUBLIC COMMENT**

Ms. Preston reported that there were no requests for public comment.

**3. CHAIRMAN'S COMMENTS**

Chairman Leahy announced that there were some technical difficulties with the audio for anyone listening online. Online attendees were still able to hear but the sound was a little muffled and not as crisp sounding as it normally is. Chairman Leahy then introduced the Board's newest members. Rosylen Oglesby, the Ex-Officio Member for Franklin, had not yet arrived at the meeting. Jerod Roberts, the Alternate Ex-Officio Member for Portsmouth, sat in for Lavonda Graham-Williams who was not in attendance. Chairman Leahy then moved on to the Executive Director's evaluation. A blank paper copy of the evaluation was provided at each Board Member's seat, and it was noted that an email with an electronic version would be emailed to each Board Member. Chairman Leahy requested that all completed evaluations be returned to him or Ms. Raulston by November 30<sup>th</sup>. All responses will be confidential and once all are received, they will be reviewed by Chairman Leahy and Mrs. Raulston to finalize the evaluation. Ms. Oglesby had arrived at the meeting a few minutes late so Chairman Leahy welcomed her to the Board of Directors.

**4. APPROVAL OF MINUTES**

The minutes of the September 25, 2024, Board Meeting had been distributed. Chairman Leahy pointed out a typo in the draft minutes in which the meeting date was inaccurate. He assured the Board and the public that the correction would be made in the final published minutes. Chairman Leahy asked if there were any additions or changes and there were none.

**Mr. McCoy moved, seconded by Mr. Keifer, to approve the September 25, 2024, minutes of the SPSA Board of Directors, as presented. The motion was approved by a vote in favor by all the Board members present, with the exception of Ms. Oglesby, Mr. Roberts, and Mr. Hansen who abstained from voting as they were not present at the previous meeting.**

**5. PRESENTATION OF THE ANNUAL AUDIT**

Ms. Lowe, Chair of the Audit Committee, shared that the Audit Committee met on September 20<sup>th</sup>. She and Ms. Graham-Williams were pleased with the detailed notes and supplemental information. The audit firm staff fully explained the cash reserves and the investments as they matched SPSA's current and planned projects. Ms. Lowe then had Ms. Harden from Cherry Bekaert begin her presentation of the audit.

Ms. Laura Harden introduced herself and her team, outlined the auditing process they underwent, and was pleased to announce that they issued an unmodified opinion on the



financial statements from the year ending June 30, 2024, noting that it is the best opinion an organization can receive. She went on to overview the financial statements, accounting practices, communications, upcoming financial reporting changes that the Board can anticipate for the current fiscal year, and other matters of Board interest.

**SOUTHEASTERN PUBLIC SERVICE AUTHORITY**  
**Audit Executive Summary**  
 September 27, 2024

10/24/2024




**Agenda**

- Client Service Team
- Results of the Audit
- Internal Control Communication
- Corrected and Uncorrected Misstatements
- Qualitative Aspects of Accounting Practices
- Inducement Disclosures
- Other Required Communications
- Other Matters
- Upcoming Financial Reporting Changes

10/24/2024

**Client Service Team**



10/24/2024

**Results of the Audit**

We have audited the financial statements of the Southeastern Public Service Authority (the "Authority") as of and for the year ended June 30, 2024, and as hereinafter more fully set forth in our report dated September 27, 2024.

We have issued an unmodified opinion on the Authority's statements.

We did not identify any internal weaknesses or noncompliance that are required to be reported under Government Auditing Standards at the Auditor of Public Accounts' Specifications for Audits of Authorities, Boards, and Commissions.



10/24/2024

**Results of the Audit**

**Management's Discussion and Analysis:**

- Provides an overview and analysis of the financial activities by management as of and for the fiscal year ended June 30, 2024.

**Basic Financial Statements – Statement of Net Position:**

- Cash increased by approximately \$1.4M due to normal operations.
- Investments increased by approximately \$8.9M due to investment purchases.
- Capital assets increased approximately \$4.9M due to the purchase of assets under construction, building improvements, and equipment.
- Landfill closure and post closure facility increased approximately \$1.4M due to an increase in the infill factor and usage.
- Deferred inflows for pension amounts decreased approximately \$1.6M due to the fluctuation in investment earnings.

10/24/2024

**Results of the Audit**

**Basic Financial Statements – Statement of Revenues, Expenses, and Changes in Net Position:**

- Municipal tipping fees increased approximately \$346k due to the rate increase by \$2 to \$67/ton.
- Personnel costs increased approximately \$1.6M primarily due to a 5% COLA increase effective 7/1/2023, a salary study that resulted in increases effective 12/1/2023, year-end adjustment for pension expense, as well as increase in health insurance benefit expense.
- Waste hauling and disposal contract decreased approximately \$481k due to Wheelabrator processing less waste in FY2024, additionally the Authority entered into a contract with MBI to replace Wheelabrator to haul commercial waste.
- Virginia Department of Transportation (VDOT) increased approximately \$1.3M due to a ramp up in activity in FY2024 – expenses will continue to increase as construction is in process.
- Investment income increased approximately \$2.8M due to increase in stock market values and investment interest rates in FY2024.

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**Internal Control Communication**

In planning and performing our audit, we considered internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis.

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**Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management.



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### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 5 to the financial statements.

No new accounting policies were adopted, and the application of existing policies was not changed during the year. We noted no inappropriate accounting policies or practices.



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### Qualitative Aspects of Accounting Practices

As part of our work, we evaluated the Authority's identification of, accounting for, and disclosure of the Authority's relationships and transactions with related parties as required by professional standards.

We noted none of the following:

- Related parties or related party relationships or transactions that were previously undisclosed or
- Significant related party transactions that have not been approved in accordance with the Authority's policies or procedures or for which exceptions to the Authority's policies or procedures were granted.
- Significant related party transactions that appeared to lack a business purpose.
- Noncompliance with applicable laws or regulations prohibiting or restricting specific types of related party transactions and
- Difficulties in identifying the party that ultimately controls the Authority.



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### Qualitative Aspects of Accounting Practices

We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

For purposes of this presentation, professional standards define significant unusual transactions as transactions that are outside the normal course of business for the Authority or that otherwise appear to be unusual due to their timing, size, or nature. We noted no significant unusual transactions during our audit.



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### Qualitative Aspects of Accounting Practices

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and expectations about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Depreciation expense
- Actuarially computed assets and liabilities
- Liability claims and asset/liability liability

We evaluated the key factors and assumptions used to develop these estimates in determining that it is reasonable to include in the financial statements taken as a whole.



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### Qualitative Aspects of Accounting Practices

The financial statement disclosures are neutral, objective, and clear.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosures of the landfill closure and postclosure care costs in Note 5 of the financial statements describe the future liability of the Authority relating to state and federal laws and regulations relating to landfills.



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### Other Matters

**Nonaudit Services**

We evaluated the provision of the financial statements and disclosures. For all nonaudit services we performed, we are responsible for determining if competent employees in our firm, the services, make any nonaudit decisions, perform any nonaudit functions related to the services, evaluate the adequacy of the services, and accept overall responsibility for the results of the services.

**Independence Conclusion**

We are not aware of any other relationships or relationships that create threats to our independence. We are independent of the Authority and have not performed any other services that are inconsistent with the relevant ethical requirements relating to our work.

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### Other Required Communications

<b>Difficulties Encountered</b>	We encountered no significant difficulties in dealing with management in performing and completing our audit.
<b>Disagreements with Management</b>	Inquiries (disagreements on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements) or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.
<b>Auditor Communications</b>	We noted no matters that are difficult or contentious for which the auditor consulted outside the engagement team.
<b>Management Representations</b>	We have requested certain representations from management that are included in the management representation letter dated September 27, 2024.

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### Other Required Communications

<b>Management Consultations</b>	In some cases, management may decide to consult with other accountants about auditing and accounting matters. Such consultations can be to obtain a second opinion (or other advice), to get advice, or to discuss the results of such consultations with other accountants.
<b>Other Findings or Issues</b>	We generally do not issue a variety of matters, including the application of accounting principles and auditing standards with management each year. These disclosures occurred at the 10/24/2024 meeting of our professional relationship and our responses were not a condition to our work.
<b>Fraud and Illegal Acts</b>	As of the date of this presentation, no fraud, illegal acts, or violations of laws and regulations exist.
<b>Going Concern</b>	No events or conditions have occurred that raise substantial doubt about the Authority's ability to continue as a going concern.

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### Other Matters

**Required Supplementary Information**

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI. We were engaged to report on the other supplementary information which accompanies the financial statements, but which is not RSI.

### Upcoming Financial Reporting Changes

These standards will be effective for the Authority in the upcoming year and may have a significant impact on the Authority's financial reporting.

We would be happy to discuss with management the potential impacts on the Authority's financial statements and how we may be able to assist in the implementation efforts.

- ▶ GASB 101 – Compensated Absences
- ▶ GASB 102 – Certain Risk Disclosures
- ▶ GASB 103 – Financial Reporting Model Improvements



### Questions

**Laura Harden, CPA**  
Audit Director  
lharden@spsa.com  
517.758.7561

**Shelby Brown, CPA**  
City Manager  
sbrown@spsa.com  
517.520.4000




Once Ms. Harden concluded her presentation, she asked if there were any questions, but there were none. Ms. Lowe commented that the SPSA staff does an excellent job of maintaining accurate records during the year which assists the auditors to complete a thorough and excellent audit.

Chairman Leahy noted that SPSA has a solid staff that documents every penny coming in, how it is spent, and where it is spent which takes away second-guessing and makes it easier to track revenue and expenditures. He thanked Ms. Shreiber, SPSA staff, the Audit Committee, and the consultants before asking for a motion to accept the audit report as presented.

**Mr. Maxwell moved, seconded by Ms. Raulston, to approve the Annual Audit for fiscal year ending June 30, 2024, as presented. The motion was adopted by a unanimous vote in favor.**

**Mr. Baugh moved, seconded by Chairman Leahy, to let the minutes reflect an official commendation to Ms. Shreiber and SPSA Accounting staff for their outstanding work in this year, and previous years' audits. The motion was adopted by a unanimous vote in favor.**

## 6. EXECUTIVE DIRECTOR UPDATES

Mr. Bagley began his report by informing the Board of Directors that he and Ms. Preston had met several weeks prior where she indicated she wanted to develop an exit strategy because she had an opportunity to pursue other areas of interest. Ms. Preston had been with SPSA for five years and Mr. Bagley wanted to celebrate her accomplishments during that time. Mr. Bagley shared that Mr. Preston had been an integral part of SPSA's transition in changing our image by being more outward focused rather than inward focused. She managed the master plan for technology system upgrades, improved recruitment, oversaw the project for updating the pay classification plan, guided updates to the employee handbook, and boosted employee

morale. Mr. Bagley thanked Ms. Preston for her five years of service with SPSA then asked the Chairman if he had any comments to add.

Chairman Leahy said he was shocked to learn that Ms. Preston would be leaving SPSA because she had always been Board Secretary since he had joined SPSA's Board of Directors. The Chairman shared that Ms. Preston always knew everything so he was surprised to learn she had been with SPSA for only five years. He thanked Ms. Preston for her competency, commitment, and caring while at SPSA.

Ms. Preston thanked everyone and expressed how it was an honor and privilege to serve the Board and the SPSA organization. She acknowledged that her colleagues would continue to move SPSA forward and grow in the future.

Chairman Leahy informed the Board that Ms. Preston's resignation was effective Friday, October 25, 2024, and under the bylaws, he would make a temporary acting appointment for Board Secretary until the December Board meeting when the Board could make nominations and vote on a new Secretary. Based on the Executive Director's recommendation and her performance as Secretary for the RFP Selection Committee, Chairman Leahy announced he would be appointing Deborah White as acting Board Secretary effective Friday afternoon.

Mr. Bagley then continued with his Executive Director Report with an update on the Army Corps of Engineers' Environmental Impact Study (EIS). The agreement with the Magnolia Farms property landowner will be extended before it expires on November 10<sup>th</sup>. The final purchase of the property is dependent on the issuance of the wetlands permit.

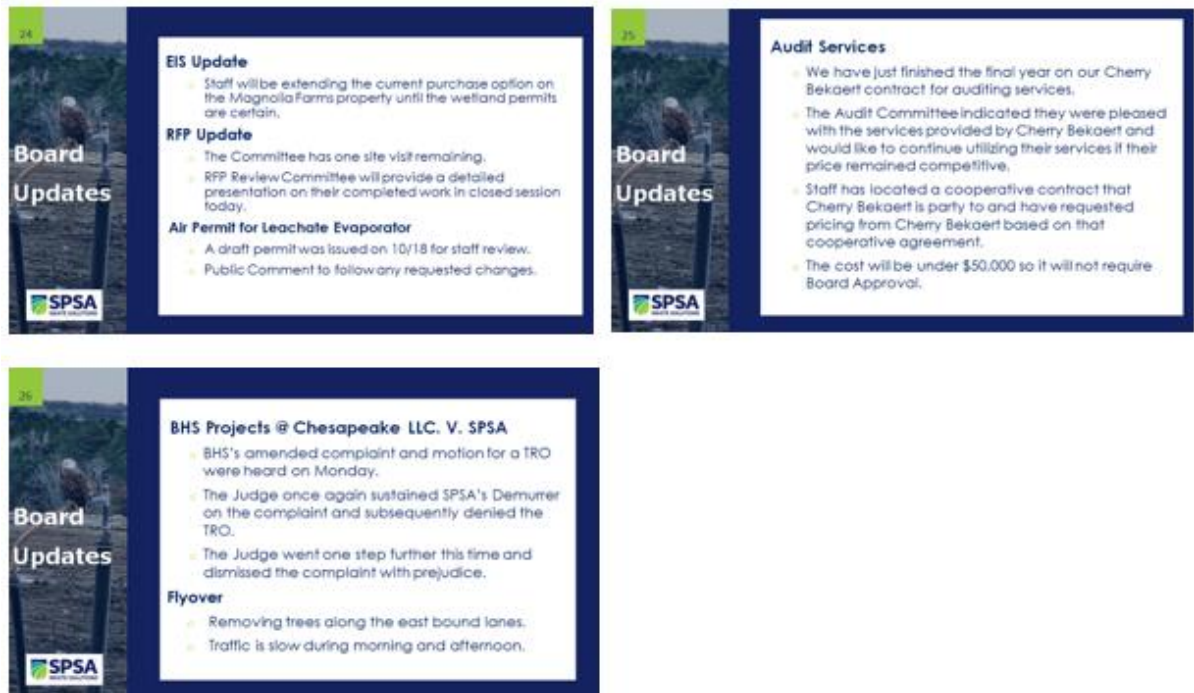
The RFP Selection Committee has made several site visits and has one more site visit to make. The Committee has gathered a lot of information and most of that information would be shared in closed session.

After working on the leachate evaporator for the past eighteen months, an air permit draft has been issued for review. Staff are in the process of reviewing the draft and should have it returned to DEQ by next week. Once DEQ receives the draft, the thirty-day public comment period will begin. If no surprises arise, the final permit should be issued by the end of the year.

The Audit Committee has been pleased with Cherry Bekaert's work and would like to continue to use them for SPSA's yearly audits. This was the final year of our contract with Cherry Bekaert so a new audit services contract would need to be secured. Ms. Hutchins from purchasing worked with Ms. Schreiber to locate a cooperative contract that Cherry Bekaert is party to. Ms. Schreiber requested Cherry Bekaert's pricing based on using that cooperative contract. Once received, Ms. Schreiber will review their proposal, determine if it is fair, competitive pricing, and make the decision to continue using Cherry Bekaert or not. Their contract would be less than \$50,000 so Board Approval would not be required if determined to continue with Cherry Bekaert. Ms. Lowe added that Cherry Bekaert has grasped and understands SPSA does not operate the same as local government, so it is important to keep that knowledge and not go through a learning transition with a new auditor if possible.

Mr. Bagley happily shared that the court proceedings from Monday dealing with the BHS complaint and temporary restraining order pertaining to our RFP for alternative waste

disposal services were dismissed with prejudice meaning BHS could not bring this complaint back to court. Although that was good news, Mr. Bagley cautioned the Board that BHS could appeal and, along with other vendors, could protest at the end of the RFP process.



Mr. Bagley brought two contracts before the Board for approval. The first contract pertained to renovations at the Portsmouth transfer station. Previous discussions about the renovations informed the Board that the money would come from Wheelabrator’s early termination payment. This contract is to repair some exterior damage, prepping, and painting the facility. The budgeted amount was \$250,000 and the proposal came back at \$246,750. This is a cooperative contract with the vendor, W. W. Enroughty & Son, Inc. (WWE).



**Mr. Hansen moved, seconded by Mr. Broad, to authorize the executive director to award a contract to W.W. Enroughty & Son, Inc. for renovations of the Portsmouth Transfer Station, as presented. The motion was approved by a unanimous vote in favor of the Board members present.**

The second contract was to purchase five yard tractors. Two of those tractors were originally supposed to be electric as proposed in the capital budget. As staff received pricing of \$250,000 per tractor and an additional cost to install charging stations, staff

decided to wait on purchasing electric yard tractors in hopes the pricing will begin to come

down as more companies switch to electric tractors. Until that time, staff recommended purchasing five fuel tractors using a cooperative contract with the vendor, Gregory Poole Equipment Company, located in North Carolina. The budgeted amount was \$870,000 and this contract is \$699,500 for five fuel yard tractors at \$139,900 per tractor.

**Mr. Keifer moved, seconded by Ms. Lowe, to authorize the executive director to award a contract to the Gregory Poole Equipment Company for five Yard Tractors, as presented. The motion was approved by a unanimous vote in favor of the Board members present.**

Mr. Bagley reviewed municipal and commercial waste volumes for the reporting period, as well as total waste volumes, noting that municipal volumes for the month came in under budget, but commercial waste volumes were significantly higher than anticipated. Even with reduced municipal waste volumes, total waste volumes were greater than budgeted. Mr. Bagley did note that he and staff would be keeping a close eye on waste volumes as there appears to be an unusual downward trend in municipal waste tonnage that has not been seen in previous years.



## 7. USE AND SUPPORT AGREEMENTS

Mr. Bagley gave a presentation on the Use and Support Agreements and the need to amend the agreements as part of the RFP process. Mr. Bagley began the presentation by reminding board members that they were given a copy of the Use and Support Agreement for their individual community at the September Board meeting and were asked to become familiar with the content in order to discuss what changes might be needed. Given that the agreements are identical, were written well, and have served the communities and SPSA well, Mr. Bagley recommended that much of that original document be maintained moving forward because of the options it gives the Board to govern the system as times change. Mr. Bagley proceeded to go through each article of the agreement to identify proposed changes, emphasizing the pros and cons of options for extending the term, and the need to

consider offering different fees for different services to allow the Western communities the option of paying just for waste disposal. This would be consistent with how SPSA has offered specific fees for certain services such as household hazardous waste disposal, electronic waste disposal, and water treatment plant sludge disposal. Mr. Bagley emphasized that further discussion was needed in this area because a Board vote of 75% is required to approve any contract. Mr. Bagley also outlined the next steps needed for the Use and Support Agreements, including incorporating changes into a draft amendment for Board review, presenting the proposed amendment at the December Board meeting, voting on the amendment at the January Board meeting, and presenting the proposed amendment to member governing bodies.

# Use and Support Agreements

October 23, 2024




## Post 2018 Use and Support Agreements

- Individual Agreements are identical.
- Strategic Operating Plan approved in June 2024 serves as Schedule I and must be reviewed regularly but at least annually by the SPSA BOD.
- Schedule II "Special Termination Provision" allows member communities to get out of SPSA but ensures they pay for disposal obligations.
- The Post - 2018 Use and Support Agreements (U&SAs) were well written. They are very specific, but allow for the SPSA Board to make changes with a super majority vote (75%) .
- Current agreements have served both SPSA and the member communities extremely well since being adopted.
- Due to the quality of the current U&SA, Staff recommends maintaining as much of the language as is practicable.

## Article I – General Intent and Purpose

No changes recommended

## Article II – Definitions

No changes recommended

## Article III – Term

**Option 1-** Maintain current format  
**Option II** – Increase the "Initial Term" to 15, 20, 25 years or even longer

## Pros and Cons of Each Option

Maintain Current Format	Increase Initial Term to 15, 20, 25 years or even longer
<b>Pros</b> <ul style="list-style-type: none"> <li>Likely less difficult to gain approval from all eight member communities.</li> <li>Existing format satisfies investors.</li> <li>Current safeguards built into the U&amp;SA would remain intact protecting member communities.</li> </ul> <b>Cons</b> <ul style="list-style-type: none"> <li>Initial Term of ten (10) years is too short if an alternative disposal contract is not awarded.</li> </ul>	<b>Pros</b> <ul style="list-style-type: none"> <li>Ensure the initial term will be long enough to develop adequate long range plans for the organization.</li> <li>Member communities would have more certainty that their long-range waste needs will be met.</li> <li>Current safeguards built into the U&amp;SA would remain intact protecting member communities.</li> </ul> <b>Cons</b> <ul style="list-style-type: none"> <li>Likely more difficult to gain approval from all eight member communities.</li> </ul>

## Article IV – Authority Obligations

No substantive changes recommended

## Article V – Member Locality Obligations

### Sec. 2 Payment of Disposal System Fees (Page 19)

- "The Authority may establish fee schedules for various types of users and grades or categories of solid waste that require special handling or methods of disposal."
- "The disposal system fee schedule so adopted by the Authority shall at all times be identical with respect to all SPSA members that have entered into a Post 2018 Use and Support Agreement."

## Sec. 5 Other Excluded Waste

- Section currently allows for amendments and ancillary service agreements to be used if the member communities and the Authority desire to enter into an agreement for the Authority to manage any of the items included as excluded waste.

## Article VI – General

No substantive Changes

## Schedule 1 Strategic Operating Plan

Current plan was approved effective July 1, 2024 and reflects current operations.  
 Recommend adoption of amended U&SAs while maintaining the current Strategic Operating Plan.  
 If SPSA reaches an agreement for alternative waste disposal, The SPSA Board would need to approve the new contract and adopt a new Strategic Operating Plan by a 75% majority.

## Schedule 2 Special Termination Provision

No substantive changes are recommended

### Next Steps:

- Incorporate changes discussed today into draft amendment to Use and Support Agreements and e-mail copies to the SPSA Board for review.
- Present the proposed Amendment to the Use and Support Agreements at the December Board Meeting and schedule a final vote for the January Board Meeting.
- Vote on the Amendment to the Use and Support Agreements at the January Board Meeting.
- If approved, begin scheduling meetings with each of the member communities' elected bodies to present new Use and Support Agreement and answer any questions that may come up.



From the top, we'll take it from there.

## Questions / Comments



Following Mr. Bagley’s presentation, the Board discussed the need to have the presentations to the City Councils and Board of Supervisors before an amendment was voted on by the Board. There was also an extended discussion by the Board with regard to the advisability of offering different rates for different services, that waste from the Western communities is currently being sent to Waverly, that past experience had shown that offering differing rates had created acrimony among the member communities, and that current waste and recycling practices could change over time. The Board also expressed concern that the projected timeline might be too short given the status of the RFP, the need to talk with communities, and the upcoming holidays. Mr. Bagley reassured the Board that he had heard all comments made and staff would revisit the schedule timeline. He hoped to have a better understanding of the impact that a new tip fee would have on the western communities and the eastern communities’ recycling costs and present the information at the December Board meeting.

## 8. QUARTERLY FINANCIAL REPORT

Ms. Schreiber presented the quarterly financial report. Starting with revenues, Ms. Schreiber listed first quarter revenues from the current budget and year-to-date numbers, along with first quarter actuals from FY 2023 and FY 2024 so that comparisons could be more accurate. She reported that for the first quarter, revenues were at 35.2% of the annual budget, with the receipt of early termination payment from Wheelabrator, continued high rates of interest income, and higher than anticipated commercial tonnages.

**Revenues** 42

	Fiscal Year 2025 - Quarter 1		Historical Comparison		
	Budget	YTD	% of Budget	FY - 23	FY - 24
<b>Revenues</b>					
Municipal Tipping Fees	\$31,333,385	\$1,728,973	5.52%	\$3,268,828	\$7,866,311
Other Tipping Fees	\$15,733,991	\$4,871,452	31.02%	\$4,654,717	\$8,166,311
Other Revenue	\$8,221,632	\$8,821,187	107.42%	\$633,324	\$103,778
<b>Total Operating Revenue</b>	<b>\$55,289,008</b>	<b>\$15,421,612</b>	<b>27.89%</b>	<b>\$9,556,869</b>	<b>\$18,136,399</b>

- Revenue Highlights** 43
- Wheelabrator payment of \$5 million was received in July.
  - Although Municipal tonnages for the first quarter are under budget, we are still just under 25% of the annual budget. Commercial and other tonnages are over budget at 37.3%.
  - Interest earnings for the 1<sup>st</sup> quarter are 35% of the annual budget. With the recent fed rate change, interest on overnight earnings will decrease.

Moving on to expenditures, Ms. Schreiber took the same approach of comparing FY 2025 first quarter budget and September 30, 2024, expenses with first quarter actuals from FY 2023 and FY 2024 broken out by expenditure type. Ms. Schreiber reported that operational expenses are 23.3% of the annual budget for the first quarter of FY 2025.

**Expenditures** 44

	Fiscal Year 2025 - Quarter 1		Historical Comparison		
	Budget	YTD	% of Budget	FY - 23	FY - 24
<b>Expenditures</b>					
Admin/Support/Information Systems	\$1,860,000	\$2,760,000	148.38%	\$2,500,000	\$2,600,000
Municipal Contracted Services	\$3,500,000	\$1,250,000	35.71%	\$2,500,000	\$1,500,000
Other Operating Expenses	\$1,500,000	\$1,500,000	100.00%	\$1,500,000	\$1,500,000
Capital Expenditures	\$5,000,000	\$5,000,000	100.00%	\$5,000,000	\$5,000,000
Other	\$2,000,000	\$2,000,000	100.00%	\$2,000,000	\$2,000,000
<b>Total Expenditures</b>	<b>\$13,860,000</b>	<b>\$12,470,000</b>	<b>89.96%</b>	<b>\$12,500,000</b>	<b>\$12,600,000</b>

- Expenditure Highlights** 45
- Overall, Operating expenses are at 23.3% of the annual budget as of September 30, 2024.



Ms. Schreiber also presented revenues versus expenditures in chart and graph form.

Revenues vs. Expenditures 46

	Fiscal Year 2025 - Budget		%	Historical Comparison	
	Budget	Fiscal Year 2025 - Quarter 1		Q1 FY-24	Q1 FY-23
Total Revenue	\$4,247,414	\$1,615,397	37.75%	\$1,414,111	\$1,055,397
Total Expenditures	\$4,847,148	\$1,045,900	23.25%	\$1,654,939	\$1,260,287
NET Revenue / Excess		\$569,497		\$2,822,562	\$1,462,110



Capital expenditures were listed year to date and cash balances were broken down by fund and amount as of September 30, 2024.

Capital Expenditures 48

	Budget	Year to Date
Total Capital Expenditures	\$32,694,354	\$1,059,797
Current Year	\$9,600,000	\$1,007,345
Rollad Capital Projects from Prior Year	\$23,114,304	\$52,452



Ms. Schreiber offered to answer any questions, but there were none.

**Mr. Broad moved, seconded by Mr. Hansen, to approve the quarterly financial reports as presented, pending audit. The motion was adopted by a unanimous vote in favor.**

## 9. CLOSED SESSION

Chairman Leahy reminded those present that there was a closed session on the agenda for discussion regarding the current RFP for alternative waste disposal and developments in the EIS process. Only Board Members, SPSA Executive Staff, and SPSA Counsel referenced above would be present for the RFP portion of the session, but Counsel from the Cities of Chesapeake, Portsmouth, and Suffolk would be allowed to attend the portion not relating to the RFP. There were no objections to that plan.

Motion to Approve Request for Closed Meeting.

*I move that a closed session be held for discussions regarding (1) proposals received in response to the RFP issued by SPSA for Solid Waste Disposal Services, in accordance with Virginia Code Section 2.2-3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (2) wetlands and cultural heritage mitigation issues that have arisen during the required Federal wetlands permitting and the Army Corps of Engineers' Environmental Impact Statement (EIS) process, which are necessary for proposed expansion of the Regional Landfill 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.*

**Mr. Broad moved, seconded by Dr. Baugh, to approve the closed session motion as presented.**

**ROLL CALL**

Mr. John Maxwell – YES	Mr. Earl Sorey – YES
Ms. Sheryl Raulston – YES	Ms. Rosylen Oglesby – YES
Dr. Dale Baugh – YES	Mr. Randy Keaton – YES
Mr. John Keifer – YES	Mr. Richard Broad – YES
Mr. C.W. “Luke” McCoy – YES	Mr. Jerod Roberts – YES
Mr. Tony Parnell – YES	Ms. Lynette Lowe – YES
Mr. D. Rossen S. Greene – YES	Mr. Albert Moor – YES
Mr. Thomas Leahy – YES	Mr. L.J. Hansen – YES

**The motion passed by unanimous roll call vote of Board Members (16-0-0). The Board went into closed session at 11:29 a.m.**

**The Board returned to open session, both in person and electronically, at 1:14 p.m.**

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. Broad moved, seconded by Ms. Raulston, to certify the closed session, as presented.**

**ROLL CALL**

Mr. John Maxwell – YES	Mr. Greg Martin – YES
Ms. Sheryl Raulston – YES	Ms. Rosylen Oglesby – YES
Dr. Dale Baugh – YES	Mr. Randy Keaton – YES
Mr. John Keifer – YES	Mr. Richard Broad – YES
Mr. C.W. “Luke” McCoy – YES	Mr. Jerod Roberts – YES
Mr. Tony Parnell – YES	Ms. Lynette Lowe – YES
Mr. D. Rossen S. Greene – YES	Mr. Albert Moor – YES
Mr. Thomas Leahy – YES	Mr. Jeremy Kline – YES

**The motion passed by unanimous roll call vote of Board Members (16-0-0).**

## ACTION ARISING FROM CLOSED SESSION

Mr. Bagley gave a presentation on the cultural mitigation process with the Nansemond Indian Nation, including the statutory and regulatory background for addressing cultural mitigation, a determination that construction of cells VIII and IX would impact a traditional cultural place (TCP), and a tentative agreement reached with the Nansemond Indian Nation to mitigate that impact.

**Slide 53: Cultural Mitigation**  
October 23, 2024  
Logos: SPSA WASTE SOLUTIONS, WILDLIFE HABITAT COUSERS

**Slide 54: Section 106 Compliance - History**

- SPSA has proposed to impact 109 acres of wetlands to construct cells VIII and IX at the RLF.
- These impacts trigger the need for an EIS to be performed to determine the LEDPA prior to issuing a 404 Permit allowing impacts to the wetlands.
- The EIS process requires that cultural impacts are evaluated in accordance with the Section 106 requirements.
- The NIN has by rule been included as a consulting party to the EIS under NEPA.
- Through the Section 106 process, the USACOE has determined that construction of the proposed cells VIII and IX will impact what has been determined to be a Traditional Cultural Place (TCP) for the NIN.

**Slide 55: Section 106 Compliance - History**

- Impacts to the TCP resulting from the expansion of the RLF must be mitigated prior to the issuance of a Clean Water Act 404 permit.
- SPSA staff and special counsel have been negotiating with the NIN and their counsel on how to mitigate those impacts to the TCP.
- A tentative agreement has been reached.

**Slide 56: Section 106 Compliance - Agreement**

- To develop a MOA between the USACOE, NIN and SPSA to mitigate the impacts through the payment by SPSA to the NIN of \$700,000 which the NIN shall use, in its discretion, to achieve the following objectives:
  - Completion of a comprehensive plan of Cross Swamp to use the swamp property in an environmentally sustainable, preservation-oriented way for tribal citizens' use and benefit.

**Slide 57: Section 106 Compliance**

- Construction of an activities building at Cross Swamp.
- Construction of an activities pavilion at Cross Swamp.
- Start-up funds and ongoing annual salary for a full-time site manager and cultural programs coordinator at Cross Swamp.
- Development of an environmentally-sensitive trail system at Cross Swamp.

**Slide 58: Section 106 Compliance**

- The \$700,000 payment to the NIN would be contingent on a final, unappealable CWA 404 permit being issued to SPSA for expansion of the Regional Landfill.
- Payment shall be made to the NIN as mitigation for cultural impacts resulting from expansion of the Regional Landfill.
- In exchange for the payment, the NIN agrees to the sufficiency of the cultural mitigation and will agree to not oppose the Final EIS or the issuance of the CWA 404 permit being sought by SPSA.

**Slide 59: Section 106 Compliance**

Staff recommends that the SPSA Board of Directors agree to the terms that have been outlined and adopt a motion directing the Executive Director to proceed.

**Slide 60: SPSA WASTE SOLUTIONS**  
Closing, we'll take it from here.  
Questions/Comments  
Logos: WILDLIFE HABITAT COUSERS

Mr. Keaton moved, seconded by Mr. Broad, to authorize the Executive Director, in the name of, and on behalf of SPSA, and in consultation with the Chairman and with the assistance and advice of legal counsel, to do all such acts as may be necessary to finalize and execute one or more contractual agreements, including a Memorandum of Agreement, with the U.S. Army Corps of Engineers and the Nansemond Indian Nation (NIN) to mitigate the cultural impacts to the NIN of the proposed expansion of the Regional Landfill into Cells VIII and IX with the following limitations: (1) the total payment to the NIN shall not exceed \$700,000 and will be payable within 30 days of the issuance to SPSA of a final, unappealable CWA 404 permit; (2) such payment shall be made to the NIN as mitigation for cultural impacts resulting from expansion of the Regional Landfill; and (3) in exchange for this payment, the NIN must agree to the sufficiency of the cultural mitigation in this matter and agree not to oppose the Final EIS or the issuance of the CWA 404 permit sought by SPSA in this matter. The motion was adopted, with Mr. Kline voting no, Ms. Oglesby abstaining, and the remaining majority vote in favor, as noted in the above attendance footnotes.

10. **ADJOURN MEETING**

There being no further business to come before the Board of Directors, the regular meeting was adjourned at 1:25 p.m.

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Dennis L. Bagley  
Executive Director

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Submitted by: Deborah White, Acting Secretary, SPSA Board of Directors

**5. 2025 Board Meeting Dates**

**PROPOSED BOARD MEETING DATES – 2025**

Wednesday, January 22, 2025

Wednesday, February 26, 2025

Wednesday, March 26, 2025

Wednesday, April 23, 2025

Wednesday, May 28, 2025

Wednesday, June 25, 2025

Wednesday, July 23, 2025

Wednesday, August 27, 2025

Wednesday, September 24, 2025

Wednesday, October 22, 2025

Wednesday, December 10, 2025

**All meetings will commence at 9:30 a.m.**

RECOMMENDATION: Approve the 2025 Board Meeting dates as presented.

MOTION: Do I hear a motion that the 2025 Board Meeting dates be approved as presented?



## 6. Closed Session

Executive 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.*

ROLL CALL

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.*

ROLL CALL





## **7. Executive Director Updates**

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – August 21, 2024

# Landfill Operational Summary

SPSA Regional Landfill Operational Summary			KEY:		
<b>Period</b>	<b>October 1 to October 31, 2024</b>		Change Since Last Report		
<b>Preparer</b>	Grace Roquemore		All Is Well		
			Working On		
			Noted Issue		
Item	Metric Item	Metric	Performance/Comment	Status Code	Comments/Corrective Actions
<b>1</b>	<b>Regulatory Compliance</b>				
1.1	Notice of Violations	None	In Compliance		No issues during the reporting period.
1.2	Environmental compliance and reporting	Compliance	All submissions made.		No issues during the reporting period.
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during the reporting period.
1.2.2	Title V	Compliance	In Compliance		A draft NSR Air Permit (pertaining to the installation of a leachate concentrator) was received from the DEQ on 10/18/2024. SPSA/SCS's comment's on the draft permit were submitted 11/8/2024.
1.2.3	VPDES	Compliance	In Compliance		Current permit was issued as of October 1, 2020
1.2.4	Financial Assurance	Compliance	In compliance		Financial assurance cost estimates for SPSA facilities were updated by SCS Engineers on 09/03/2024.
1.2.5	Wetlands	Compliance	In Compliance		
1.2.6	Groundwater	Compliance	In Compliance		A revised minor permit modification request to adjust corrective action performance monitoring requirements was submitted to the DEQ on 07/15/2024. Additional information was submitted by SCS on 08/08/2024. The Q4 Groundwater Monitoring Event is complete. Groundwater Protection Standard exceedance notification for cobalt for the Q3 event was issued 10/18/2024.
1.2.7	Storm water system operating and in compliance with VPDES permit	Systems operational and in good order	In Compliance		In compliance.
<b>2</b>	<b>Landfilling Operations</b>				
2.1	Tonnage Landfilled	Actual Tons	42,979		
2.2	No. staff	18.5	13.5		5 vacancies: 2 LEOs, 1 Heavy Equipment Mechanics, 2 Environmental Technician
2.2	Equipment Utilization	Key equipment fully operational and deployed	All equipment operating and deployed with appropriate spares		
<b>3</b>	<b>Cover Operations</b>				
3.1	Total Cover Material Received	Actual Tons	1,977		
3.2	Date of last aerial survey	Date	11/4/2024		
3.3	Operational In-Place Density (lbs./cy)	1,600-1,800lbs/cy	1,946 lbs/cy (0.97 tons/cy)		February 2024 Airspace Capacity Report
3.4	Cumulative In-Place Density (lbs./cy)	1,600 lbs./cy	1,966 lbs/cy (0.98 tons/cy)		February 2024 Airspace Capacity Report

<b>4</b>	<b>Leachate Management</b>				
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. Low-flow pumps were adjusted/repaired on 08/02/2024.
4.3	Flow meter system functional during period	100 % Operational	All 8 Cell V/VI Pump Stations are operational		Annual flow meter calibration (FIT-301, FIT-302, FIT-401) completed on 12/14/23 and submitted to HRSD, as required.
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			No issues during the reporting period. The most recent sampling for Atlantic Waverly disposal requirements was completed on 05/09/2023. The October 2024 monthly HRSD leachate sample was collected 10/15/24 - 10/16/24. The most recent HRSD TTO leachate sample was collected 09/11/24.
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons	881,557		From 10/01/24 to 10/31/24
4.5.1.1	Cell V, Sumps 1-4	x gallons	357,120		From 10/01/24 to 10/31/24
4.5.1.2	Cell VI, Sumps 5-8	x gallons	432,500		From 10/01/24 to 10/31/24
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	349,044		From 10/01/24 to 10/31/24
4.5.3	Disposal costs in period: \$		\$ 22,238.60		From 10/01/24 to 10/31/24
4.5.4	Any issues relative to leachate quality and acceptance at WWTPs?	No constraints	No constraints		
<b>5</b>	<b>Landfill Gas Management</b>	Compliance	In compliance		
5.1	Operational Metrics				
5.1.1	Elevated liquid levels in wellfield? Yes/No				
5.1.2	# Wells below 45% methane	Observation			
5.1.3	# wells > 130F	Observation			
5.1.4	# wells > 150F	Observation			
5.1.5	# wells with CH4/CO2 ratio <1 or trending to below 1.0	Observation			
5.1.6	% of wells with elevated liquid levels reducing available slotted pipe length by ***%	TBD			
5.1.7	Average system vacuum	TBD			
5.1.8	# wells with positive pressure observed	None	27 open exceedances as of 11/12/2024		
5.1.9	# wells not operational (turned off)	Observation			
5.2	Wellfield maintained and monitored	Yes/No			
5.3	Landfill Gas Migration Monitoring	No methane level exceedances during the last quarterly monitoring event.			
<b>6</b>	<b>Odor Complaints</b>	No complaints	0		From 10/01/24 to 10/31/24
	<b>Odor complaints</b>	# Odor Complaints	0 odor complaints		Odor neutralizer is in place and operational. Used as needed to control odor.

**Acronym Definitions**

**ACOE**- Army Corps Of Engineers **AUF**- Airspace Utilization Factor **BOD**- Biological Oxygen Demand **CAP**- Corrective Action Plan  
**COD**- Chemical Oxygen Demand **CSCE**- Comprehensive Site Compliance Evaluation **DMR**- Discharge Monitoring Report  
**GPS**- Groundwater Protection Standards **LCL**- Lower Confidence Limit **NOV**- Notice Of Violation **SCADA**- Supervisory Control And Data Acquisition  
**SWIFT**- Sustainable Water Initiative For Tomorrow **SWPPP**- Storm Water Pollution Prevention Plan **VPDES**- Va. Pollution Discharge Elimination System  
**WWTP**- Waste Water Treatment Plant **PLC**- Programmable Logic Controller **GPM**- Gallons Per Minute **GPD**- Gallons Per Day



Executive Committee Minutes – August 21, 2024

**Executive Committee Minutes  
Southeastern Public Service Authority of Virginia  
August 21, 2024**

A regular meeting of the Executive Committee was held at 9:30 a.m. in the second-floor conference room of the SPSA Regional Office Building in Chesapeake, Virginia and was called to order by the newly appointed Chairman, Tom Leahy. The other Executive Committee Members present at this meeting were Ms. Sheryl Raulston and Mr. Al Moor. Also in attendance were Executive Director, Dennis Bagley, Director of Operations, Henry Strickland, Director of Finance, Sandy Schreiber, and General Counsel, Brett Spain. Board Members Mr. Luke McCoy and Mr. John Keifer observed the meeting, as well. Executive Assistant, Deborah White filled in as Committee Secretary for Director of Administration, Tressa Preston, who was not in attendance.

**Items for Discussion:**

1. Remarks from the Chairman

Being his first Executive Committee meeting as Chairman, Mr. Leahy gave a few remarks regarding his philosophy concerning the Committee's oversight and duties as outlined in SPSA's by-laws. In Mr. Leahy's view, the Executive Committee is to advise the Executive Director and provide insight into items the committee would like him to dive into, but they have no executive power over Mr. Bagley. He commended Mr. Bagley and staff for their excellent work regarding SPSA's daily operations and permitting/expansion projects. He informed everyone that Mr. Dale Baugh had resigned from the Executive Committee and Mr. Randy Keaton would also be resigning. Since both members represent the smaller, Western communities, Chairman Leahy will be considering a replacement for the Committee. The Chairman also informed the Committee that he was available by cell phone to discuss any concerns, issues, or ideas that Members have.

2. Review and approve Executive Committee Minutes of July, 17, 2024.

**Ms. Raulston moved, seconded by Mr. Moor, to approve the minutes of July 17, 2024. The motion was adopted by a unanimous vote in favor.**

3. Executive Director Updates

a) Upcoming Board Meeting New Agenda Items

Mr. Bagley informed the Committee that the Fiscal Year 2024 year-end numbers would be reported at the Board Meeting. The presentation will show a \$2.1 million surplus. Mr. Bagley will make the recommendation to appropriate the surplus amount as follows:

- \$125,000 for IT upgrades to the Regional Boardroom. This space is shared by SPSA and HRPDC and room upkeep/improvement costs are shared by both.
- \$45,000 for the yearly Safety Awards Banquet.
- \$1.93 million for the Flyover Project

The Board of Directors will be provided with a RFP update during closed session. Mr. Bagley hopes to enter into closed session by 10:20 a.m. to allow ample time for the RFP Review Committee to provide information to Board members and answer any questions they may have.

b) Ongoing Update Items

Mr. Bagley will provide an update on the Environmental Impact Statement (EIS) during the meeting's closed session.

Work is continuing at the Portsmouth Transfer Station. Mr. Strickland gave an update on cleaning efforts saying that contractors have been doing a great job. The tipping floor has been brushed clean so assessments can now be made on condition and needed repairs. The walls are being blasted using dry ice instead of water. This provides the same effect as power washing but without the stormwater run-off. SPSA continues working to improve the appearance of the entire corridor and has taken on the grass cutting contract and is now keeping the grassy easement across the street maintained. Mr. Bagley and staff will be meeting with representatives from the Navy/Shipyard, South Norfolk Jordan Bridge, and the City of Portsmouth to discuss needed improvements to the Elm Avenue/Victory Blvd corridor. The EPA has announced a proposed cleanup plan for the Peck Iron and Metal site due to soil and sediment contamination. Mr. Strickland has reviewed the documents on the EPA's website, and it appears they are moving ahead as planned.

All information pertaining to the Leachate Evaporator requested by DEQ has been submitted. This is the first time the Tidewater DEQ office has received a request for a leachate permit and some needed information was originally missed in the beginning of the process. Additional modeling was required due to this oversight. This permitting delay has caused additional operational cost for hauling leachate. The concrete slab has been poured and Mr. Strickland expects the electrical contractor to begin work within the next thirty days. SPSA is responsible for installation of the gas lines and will have the fuel train delivered early to avoid delays when the gas company is ready to install and make connections. Mr. Bagley is hoping to have a November completion date and staff is doing everything upfront that DEQ will allow to keep the process moving with no further delays. Once the permit is received, it is estimated to take two months for the leachate evaporator to be operational.

Mr. Bagley and staff have met with representatives from Crowder Construction concerning the flyover construction project. Crowder will be ready to start work once the materials and machinery are in place. Mr. Moor added that construction zone signs have already been placed along Route 58.

The Part A Permit for proposed Regional Landfill Cells VIII and IX is still being processed by DEQ. Once the major permit modification for Cell VII is received, a bid would be put out for construction.

c) Upcoming Board Meeting Agendas

The Audit Committee is currently setting up meetings and will provide a report at the September meeting. Ms. Schreiber informed the Committee that information had been

provided to Cherry Bekaert for the Audit work. Staff have been pleased with Cherry Bekaert's audit work, but a new bid would need to go out soon for Audit Services for the 2025 Fiscal Year.

The RFP Review Committee has informed the two selected vendors that they will be giving an introductory presentation to the Board of Directors at the September Board Meeting. RePower South, LLC and Commonwealth Sortation, LLC will both give a brief overview of their company and process during closed session. A second presentation will be given at the October board meeting with more in-depth information including contract terms and pricing.

#### 4. Closed Session

Motion to Approve Request for Closed Meeting.

Chairman Leahy read the following closed session motion:

*I move that a closed session be held for discussions regarding proposals received in response to the RFP issued by SPSA for Solid Waste Disposal Services in accordance with (a) Virginia Code Section 2.2-3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (b) 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.*

**At 10:01 a.m., Mr. Moor moved, seconded by Ms. Raulston, to approve the closed session motion as read. The motion was adopted by a unanimous roll call vote in favor. Board Members, staff, counsel, and consultants referenced above attended the closed session.**

Motion to Approve Certification after Closed Meeting.

*The Executive Committee of the Southeastern Public Service Authority of Virginia hereby certifies that, to the best of each member's knowledge: (a) only public business matters lawfully exempted from open meeting requirements by Virginia law under the Virginia Freedom of Information Act; and (b) 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.*

**At 11:07 a.m., the Executive Committee came out of closed session, and Ms. Raulston moved, seconded by Mr. Moor, to approve the certification as read. The motion was adopted by a unanimous roll call vote in favor.**

#### 5. Other Business

Chairman Leahy informed the Committee that the RFP Review Committee would be meeting

with both vendors on August 29, 2024. Each vendor would be allowed 3 hours with the Committee to provide information and be given an opportunity to ask/answer questions. Commonwealth Sortation, LLC was scheduled for the morning and RePower South, LLC was scheduled for the afternoon. The RFP Review Committee will determine if a Special November Board Meeting is needed, and if so, if a Special November Executive Committee meeting would also be necessary.

Chairman Leahy added that work should begin on amending the Use and Support Agreements with the eight member communities, which was followed by a discussion about whether a committee should be formed. There was a general consensus that a committee was not needed, individual members of the Board of Directors could offer advice and input to Mr. Bagley about possible updates to the current Use and Support Agreements, and the Board would be consulted before taking any proposed changes back to the member communities. Mr. Bagley further reminded the committee that during initial presentations, Mr. Bagley had informed each community that new Use and Support Agreements would be needed. Chairman Leahy expressed his view that the region needs to invest in long-term agreements comparable to the City of Norfolk and City of Virginia Beach Water Contract, that long-term contracts give stability, lower prices, and more investment. Extending the Use and Support Agreements would be consistent with the positive image SPSA has developed in recent years.

Chairman Leahy asked if there was any further business for the Committee, but there was none.

6. Meeting Adjourned at 11:23 a.m.



## **8. Financial Report**

### **Statement of Revenue and Expenses – Budget to Actual Comparison**

For the period ending October 31, 2024, total expenses exceeded total revenues by approximately \$381 thousand as compared to net revenue of \$541 thousand in October 2023.

Tipping fee revenue received in October 2024 reflects a decrease of 3.5% or approximately \$651 thousand as compared to the same period in the previous fiscal year.

Total expenses for the month ending October 31, 2024, were approximately \$6.2 million as compared to \$4.2 million incurred in the previous fiscal year. Capital assets expenditures in October 2024 were \$2.2 million.

### **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 amount 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 2025 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 period ending October 31, 2024, municipal waste tonnages reflect an increase of 3.2% or approximately 1,242 tons as compared to the prior year. Total municipal tonnages were under the budgeted amount by 253 tons.

### **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 October 31, 2024 cash balances were approximately \$63.7 million representing approximately \$783 thousand in operating funds, \$3.2 million in undesignated fund balance, \$136 thousand for open capital PO's rolled from FY2024, \$2.8 million reserved for the Leachate Evaporation System, \$179 thousand for open Landfill Expansion Purchase Orders, \$23.1 million designated for landfill closure and \$33.2 million reserved for Landfill Expansion and flyover.

**Southeastern Public Service Authority**  
**Statement of Revenue and Expenses - Budget to Actual Comparison**  
**For the Period Ending October 31, 2024**

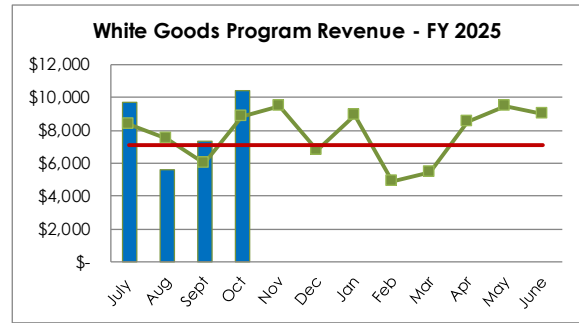
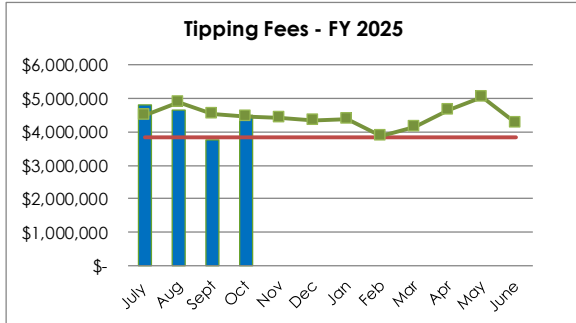
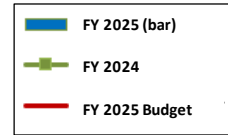
	OCTOBER 2024				OCTOBER 2023			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
<b>REVENUES</b>								
Tipping Fees	\$ 46,117,241	\$ 4,507,480	\$ 17,748,053	38.5%	\$ 50,145,512	\$ 4,447,316	\$ 18,399,421	36.7%
Tire program	923,000	93,533	342,542	37.1%	770,000	97,400	366,109	47.5%
Household Hazardous Waste Revenue/Ewaste	442,000	38,157	144,649	32.7%	425,000	31,539	140,078	33.0%
White Goods Program	85,000	10,439	33,073	38.9%	60,000	8,861	30,766	51.3%
Landfill Gas Recovery	320,000	103,659	147,545	46.1%	90,000	1,274	7,466	8.3%
Miscellaneous Income	5,459,900	37,651	5,138,857	94.1%	500,000	9,459	(32,762)	-6.6%
Interest Earnings	1,000,000	216,786	568,347	56.8%	258,729	168,808	327,987	126.8%
Fund Balance / Capital / Rolled PO's	3,021,187	785,250	785,250	26.0%	24,943,459	-	2,315,524	9.3%
Fund Balance / Landfill Expansion	20,173,119	35,979	88,431	0.4%	158,935	-	304,940	191.9%
<b>TOTAL REVENUES</b>	<b>\$ 77,541,447</b>	<b>\$ 5,828,935</b>	<b>\$ 24,996,746</b>	<b>32.2%</b>	<b>\$ 77,351,635</b>	<b>\$ 4,764,656</b>	<b>\$ 21,859,530</b>	<b>28.3%</b>
Administration								
Salaries / Wages	\$ 1,198,865	\$ 93,189	\$ 371,283	31.0%	\$ 909,222	\$ 76,637	\$ 325,308	35.8%
Employee Benefits	270,436	25,445	116,340	43.0%	206,944	\$ 20,832	97,553	47.1%
Professional / Contracte	1,145,396	81,430	391,066	34.1%	588,613	\$ 51,907	290,663	49.4%
Other Operating Expens	383,787	50,471	171,302	44.6%	282,157	\$ 25,418	97,472	34.5%
Materials / Supplies	89,579	1,643	41,498	46.3%	60,807	\$ 3,720	26,356	43.3%
Total Administration	\$ 3,088,063	\$ 252,179	\$ 1,091,488	35.3%	\$ 2,047,743	\$ 178,514	\$ 837,352	40.9%
Environmental Management								
Salaries / Wages	\$ 369,129	\$ 21,570	\$ 89,376	24.2%	\$ 331,367	\$ 22,314	\$ 113,709	34.3%
Employee Benefits	109,038	4,965	29,088	26.7%	120,383	6,867	34,759	28.9%
Professional / Contracte	68,273	966	41,510	60.8%	73,508	13,338	13,996	19.0%
Other Operating Expens	13,868	700	3,531	25.5%	8,201	598	2,381	29.0%
Materials / Supplies	41,994	1,416	3,913	9.3%	24,790	2,023	7,801	31.5%
Total Environmental Man	\$ 602,302	\$ 29,618	\$ 167,418	27.8%	\$ 558,249	\$ 45,139	\$ 172,646	30.9%
Operations								
Salaries / Wages	\$ 7,560,193	\$ 576,134	\$ 2,342,410	31.0%	\$ 6,272,907	\$ 510,231	\$ 2,165,888	34.5%
Employee Benefits	2,338,935	\$ 191,261	865,511	37.0%	2,040,988	166,789	772,198	37.8%
Professional / Contracte	4,949,707	\$ 436,730	1,593,476	32.2%	3,045,904	314,333	1,310,388	43.0%
Other Operating Expens	1,171,870	\$ 86,322	261,521	22.3%	973,666	63,227	251,313	25.8%
Materials / Supplies	2,871,912	\$ 218,442	833,507	29.0%	2,451,414	206,308	777,977	31.7%
Total Operations	\$ 18,892,617	\$ 1,508,890	\$ 5,896,425	31.2%	\$ 14,784,879	\$ 1,260,889	\$ 5,277,765	35.7%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 22,582,982</b>	<b>\$ 1,790,687</b>	<b>\$ 7,155,331</b>	<b>31.7%</b>	<b>\$ 17,390,871</b>	<b>\$ 1,484,542</b>	<b>\$ 6,287,763</b>	<b>36.2%</b>

		OCTOBER 2024				OCTOBER 2023			
<b>CAPITAL PROJECTS / EQUIPMENT REPLACEMENT</b>				\$ -					
A	RLF-CELLS 8/9 PERMITTING	712,315	69,717	145,415	20.4%	-	-	-	-
A	VDOT - FLYOVER	16,288,200	872,358	935,441	5.7%	-	-	-	-
A	RLF - DESIGN BUILD PROJECT	218,614	-	-	0.0%	-	-	-	-
A	RLF - CAP REDESIGN	40,013	24,477	34,779	86.9%	-	-	-	-
A	RLF-LEACHATE EVAPORATION	5,619,203	10,604	73,410	1.3%	-	-	-	-
A	RLF-CELL VII PERMITTING	106,988	25,109	35,276	33.0%	-	-	-	-
	TSP - CRANE	25,000	-	-	0.0%	-	-	-	-
	NTS-EXCAVATOR, WHEEL	483,000	-	-	0.0%	-	-	-	-
	NTS-YARD DOG ELECTRIC	362,500	-	-	0.0%	-	-	-	-
	NTS-WHEEL LOADER REBUILD	641,000	-	-	0.0%	-	-	-	-
	NTS-TIP FLOOR CONCRETE	13,000	-	-	0.0%	-	-	-	-
	OTS-PAVING DROP&HOIST	17,400	-	-	0.0%	-	-	-	-
	OTS-TIP FLOOR CONCRETE	40,000	-	-	0.0%	-	-	-	-
	OTS-YARD DOG ELECTRIC	362,500	-	-	0.0%	-	-	-	-
	LTS-TUNNEL BLAST&PAINT	135,460	128,570	128,570	94.9%	-	-	-	-
	STS-EXTERIOR PAINTING	15,700	-	-	0.0%	-	-	-	-
	STS-PAVING	17,400	-	-	0.0%	-	-	-	-
	TRANSFER STATIONS CON	500,000	-	-	0.0%	-	-	-	-
	PTS - EXCAVATOR	483,000	-	-	0.0%	-	-	-	-
	PTS-YARD DOG	145,000	-	-	0.0%	-	-	-	-
	PTS-OUTBOUND SCALE	140,000	-	-	0.0%	-	-	-	-
	PTS-EXTERIOR PAINTING	250,000	-	-	0.0%	-	-	-	-
A	OPS-SPSA SIGNAGE	13,937	-	-	0.0%	-	-	-	-
	FLT-DOZER D6	742,000	-	-	0.0%	-	-	-	-
	RLF-PICKUP TRUCK	55,000	-	46,122	83.9%	-	-	-	-
	RLF-DOZER D6 2	742,000	-	-	0.0%	-	-	-	-
	RLF-DOZER D8 REFURB	720,000	-	719,908	100.0%	-	-	-	-
	RLF-DOZER D4 W/O GRA	380,000	-	-	0.0%	-	-	-	-
	NTS - DRAINAGE IMPROV	7,500	-	-	0.0%	-	-	-	-
	RLF - VT SCADA HARDWA	7,500	-	-	0.0%	-	-	-	-
	RLF-PAVING	75,000	-	-	0.0%	-	-	-	-
	RLF-RESKIN LEAN TO	41,500	-	-	0.0%	-	-	-	-
	RLF-MOWER	20,000	-	17,042	85.2%	-	-	-	-
	RLF-PUMP	50,000	-	-	0.0%	-	-	-	-
	CTS-INBND/OUTBND SCA	140,000	-	-	0.0%	-	-	-	-
	PORTSMOUTH TRANSFER STATION	-	-	-	N/A	-	-	-	-
	FTS-LOADER	386,000	-	-	0.0%	-	-	-	-
	LTS-WHEELED LOADER	641,000	-	-	0.0%	-	-	-	-
	FLT-WELDER	20,000	-	1,265	6.3%	-	-	-	-
	FLT-HVAC	50,000	18,735	18,735	37.5%	-	-	-	-
	FLT SHOP-BIRD DETERENT	30,000	-	-	0.0%	-	-	-	-
	FLT SHOP-CRANE & ELECT	200,000	22,863	22,863	11.4%	-	-	-	-
	TSP-MSW TRAILERS	1,417,599	-	-	0.0%	-	-	-	-
	Netbox Security Monitor	53,859	-	-	0.0%	-	-	-	-
	TSP-HVAC	40,000	-	-	0.0%	-	-	-	-
	CTS-AUTOMATED SCALE	23,000	-	-	0.0%	-	-	-	-
	ROB-1st Flr Conference Rm	-	-	-	-	-	-	-	-
	IT-COMPUTER REPLACEMENT	45,000	-	46,436	103.2%	-	-	-	-
	Magnolia Property	-	-	-	-	-	-	-	-
	CTS - SCALE FOUNDATION	-	-	-	N/A	-	-	-	-
	UNDESIGNATED	177,118	-	-	0.0%	-	-	-	-
<b>TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT</b>		\$ 32,694,306	\$ 1,172,434	\$ 2,232,231	6.8%	\$ 28,322,527	\$ 747,072	\$ 3,643,481	12.9%
<b>OTHER USES</b>						\$ 15,372,692	\$ -	\$ -	
	Contracted Waste Disposal	\$ 4,234,887	\$ -	\$ -		\$ 7,260,545	\$ -	\$ -	0.0%
	Service Fee to Wheelabrator Addendum 6	-	-	-	N/A	\$ -	1,034,666	4,476,851	N/A
	Waste Hauling & Disposal	-	-	-		-	-	-	N/A
	Waste Management Waste Disposal	2,000,000	1,895,331	2,803,098	140.2%	\$ 1,000,000	-	50,556	5.1%
	Waste Disposal - RDS	1,733,000	83,975	468,883	27.1%	\$ 5,000	69,741	471,605	
	Waste Hauling - MBI	5,291,272	517,874	2,061,454	39.0%	\$ 8,000,000	220,614	1,174,698	
	Suffolk Environmental Trust Fund	-	-	-		-	-	-	N/A
	Reserves for Landfill Expansion/Closure	9,000,000	750,000	3,000,000	33.3%	-	666,667	2,666,667	N/A
	Tip Fee Stabilization Fund Refund	-	-	-	N/A	-	-	-	N/A
	Virginia Beach Environmental Trust Fund	5,000	-	-	0.0%	-	-	-	N/A
	Interest Expense	-	-	-		-	-	-	N/A
<b>TOTAL OTHER USES</b>		\$ 22,264,159	\$ 3,247,180	\$ 8,333,435	37.4%	\$ 31,638,237	\$ 1,991,688	\$ 8,840,377	27.9%
<b>GRAND TOTAL EXPENSES</b>		\$ 77,541,447	\$ 6,210,300	\$ 17,720,997	22.9%	\$ 77,351,635	\$ 4,223,302	\$ 18,771,621	24.3%
<b>NET REVENUES / (EXPENSES)</b>		\$ -	\$ (381,366)	\$ 7,275,749		\$ -	\$ 541,354	\$ 3,087,909	

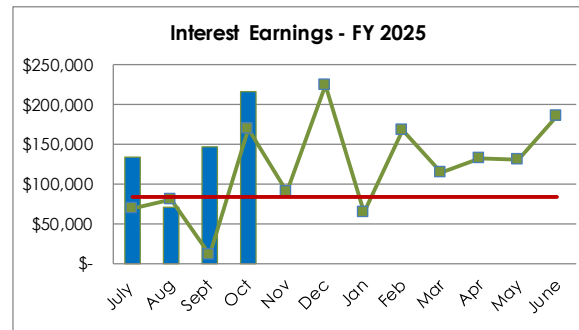
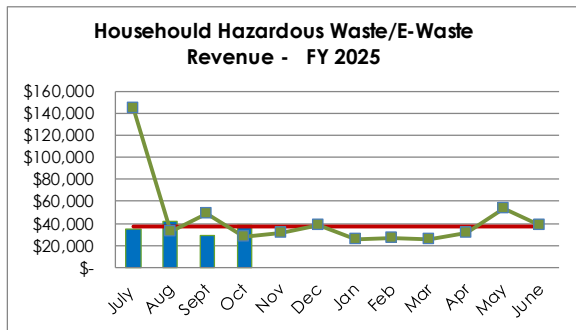
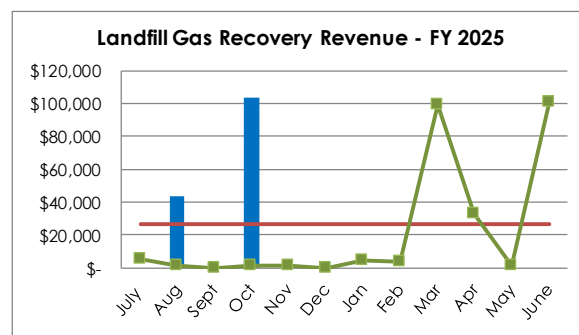
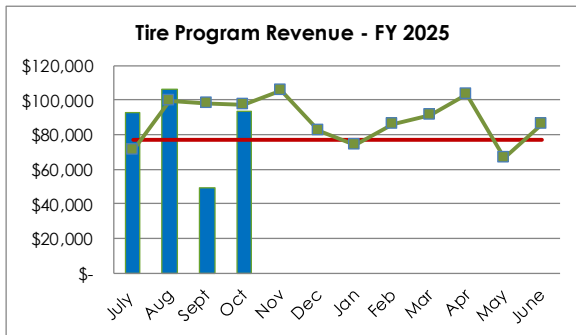


Southeastern Public Service Authority							
Monthly Expense Line Items							
Description	FY 2025				From Previous Month		FYTD
	Adjusted Budget	QTR 1	Oct-24	FYTD	\$ Change	% Change	
Salaries Exempt	\$ 2,555,501	\$ 562,684	\$ 188,736	\$ 751,420	\$ (990)	-0.5%	29.4%
Salaries Non-Exempt	5,644,967	1,229,395	427,962	1,657,357	\$ 13,681	3.3%	29.4%
Overtime	632,621	279,747	74,196	353,943	\$ (5,678)	-7.1%	55.9%
Holiday Pay	295,098	40,349	-	40,349	\$ (20,873)	-100.0%	13.7%
Fica / Medicare Tax	683,722	157,483	51,564	209,047	\$ (877)	-1.7%	30.6%
VRS Retirement	174,534	22,854	7,803	30,657	\$ (63)	-0.8%	17.6%
Health Insurance	1,480,937	534,974	134,957	669,931	\$ (4,858)	-3.5%	45.2%
Vrs Group Life Insurance	180,016	23,593	6,629	30,221	\$ (1,074)	-13.9%	16.8%
Unemployment Insurance	6,592	154	33	187	\$ (25)	-43.1%	2.8%
Workers Compensation	192,608	50,210	20,686	70,896	\$ 3,950	23.6%	36.8%
Medical Fees	11,873	2,398	185	2,583	\$ (1,305)	-87.6%	21.8%
Security Service	85,190	18,587	7,995	26,581	\$ (138)	-1.7%	31.2%
Professional Services	330,688	89,701	28,945	118,646	\$ (4,326)	-13.0%	35.9%
Engineering Services	181,000	13,285	11,418	24,703	\$ (1,866)	-14.0%	13.6%
Landfill Survey	3,000	-	-	-	\$ -	N/A	0.0%
Legal Fees	473,908	108,019	47,166	155,186	\$ (15,250)	-24.4%	32.7%
Environmental Testing	100,700	21,758	5,740	27,499	\$ (5,869)	-50.6%	27.3%
Fire Protection	16,948	3,052	1,278	4,330	\$ (994)	-43.8%	25.5%
Temporary Employment Services	60,959	18,665	7,952	26,617	\$ 355	4.7%	43.7%
Uniform Rental	50,612	10,873	3,770	14,642	\$ (217)	-5.4%	28.9%
Maintenance Service Agreements	279,607	104,448	7,142	111,590	\$ (10,819)	-60.2%	39.9%
Grounds Maintenance	143,285	19,121	12,133	31,254	\$ (3,238)	-21.1%	21.8%
Hazardous Waste Disp/Cleanup	56,500	37,472	-	37,472	\$ (11,955)	-100.0%	66.3%
Equip Maintenance-Parts	1,048,649	173,665	55,419	229,084	\$ (33,071)	-37.4%	21.8%
Equip Maintenance-Service	354,500	59,236	57,129	116,365	\$ 40,674	247.2%	32.8%
Scale Maintenance	49,419	7,088	16,255	23,343	\$ 10,931	205.3%	47.2%
Building / Site Maintenance	687,365	159,000	71,893	230,893	\$ 45,146	168.8%	33.6%
Leachate Pumping Station Maint	50,000	9,357	-	9,357	\$ (7,079)	-100.0%	18.7%
Pump & Haul Leachate	0	721	3,288	4,009	\$ 2,566	355.7%	#DIV/0!
Printing	1,000	-	-	-	\$ -	N/A	0.0%
Advertising	4,500	505	-	505	\$ -	N/A	11.2%
Trustee Expense	1,000	-	-	-	\$ -	N/A	0.0%
Permit Fees	140,290	110,844	-	110,844	\$ (109,474)	-100.0%	79.0%
Suffolk Host Fee	2,031,720	539,132	181,418	720,551	\$ 18,540	11.4%	35.5%
Electricity	240,702	30,594	17,418	48,012	\$ (4,954)	-22.1%	19.9%
Heating/Gas/Propane	9,000	261	101	362	\$ (30)	-22.9%	4.0%
Water / Sewer	49,300	5,193	17,320	22,513	\$ 14,193	453.9%	45.7%
Leachate Treatment	250,000	50,168	27,989	78,157	\$ 314	1.1%	31.3%
Telephone	130,500	42,562	17,994	60,556	\$ 2,023	12.7%	46.4%
Postage	2,000	735	100	835	\$ (127)	-55.9%	41.7%
Radio Communication & Repair	3,310	512	2,165	2,677	\$ 2,165	N/A	80.9%
Insurance & Bonding	257,801	67,395	22,465	89,860	\$ -	0.0%	34.9%
Equipment Rental	30,000	1,337	962	2,298	\$ (243)	-20.2%	7.7%
Land Lease Payment	3,500	16,549	292	16,840	\$ -	0.0%	481.2%
Tire De-RimMING Service	500	-	-	-	\$ -	N/A	0.0%
Travel And Training	59,710	21,574	9,208	30,782	\$ (2,952)	-24.3%	51.6%
Road Tolls	366,307	11,788	1,421	13,210	\$ (2,057)	-59.1%	3.6%
Membership & Professional Dues	5,725	743	1,046	1,789	\$ 1,046	N/A	31.2%
Bank Fees	74,290	21,745	6,233	27,978	\$ (967)	-13.4%	37.7%
Awards Programs	18,750	2,042	-	2,042	\$ (42)	-100.0%	10.9%
Employee Appreciation	69,920	25,664	12,780	38,445	\$ 2,004	18.6%	55.0%
EMS Support Program	1,000	-	-	-	\$ -	N/A	0.0%
Office Supplies	13,643	3,632	538	4,170	\$ (709)	-56.8%	30.6%
Computer Software	20,302	584	-	584	\$ (71)	-100.0%	2.9%
Subscriptions	88,405	35,584	18,372	53,956	\$ (15,611)	-45.9%	61.0%
Other Operating Supplies	120,525	18,582	14,668	33,250	\$ 10,647	264.8%	27.6%
Vehicle / Equipment Fuel	1,892,163	385,296	122,555	507,851	\$ 5,671	4.9%	26.8%
Vehicle/Equipment DEF	71,050	12,222	3,290	15,512	\$ (1,997)	-37.8%	21.8%
Vehicle / Equipment Tires	718,100	191,283	56,834	248,117	\$ (7,321)	-11.4%	34.6%
Safety Apparel & Equipment	22,839	3,385	2,735	6,120	\$ 445	19.5%	26.8%
Small Equipment	40,500	4,356	2,373	6,729	\$ 1,024	75.9%	16.6%
Furniture	1,831	1,995	-	1,995	\$ (914)	-100.0%	108.9%
Computer Hardware	12,000	497	136	633	\$ 38	39.6%	5.3%
<b>Total Operating Expenses</b>	<b>\$ 22,582,982</b>	<b>\$ 5,364,644</b>	<b>\$ 1,790,687</b>	<b>\$ 7,155,331</b>	<b>\$ (102,620)</b>	<b>\$ (0)</b>	<b>31.7%</b>
Capital Projects/Equip Replacement	\$ 32,694,306	1,059,797	1,172,434	2,232,231	1,004,534	598.3%	6.8%
Contracted Waste Disposal-WM	6,234,887	907,767	1,895,331	2,803,098	1,895,231	1895420.5%	0.0%
Waste Disposal - RDS	1,733,000	384,908	83,975	468,883	(140,615)	-62.6%	0.0%
Waste Hauling - MBI	5,291,272	1,543,580	517,874	2,061,454	(149,881)	-22.4%	0.0%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	N/A	0.0%
Reserves for Landfill Expansion/Closure	9,000,000	2,250,000	750,000	3,000,000	-	0.0%	33.3%
<b>Total Expenses</b>	<b>\$ 77,541,447</b>	<b>\$ 11,510,696</b>	<b>\$ 6,210,300</b>	<b>\$ 17,720,997</b>	<b>\$ 2,506,648</b>	<b>\$ -</b>	<b>22.9%</b>

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

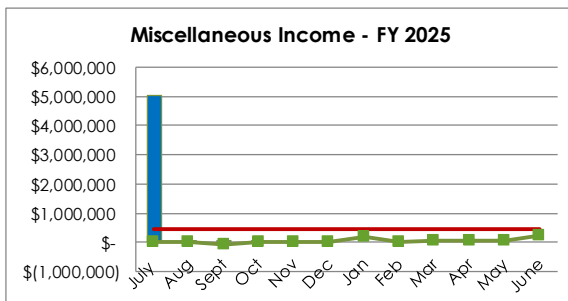


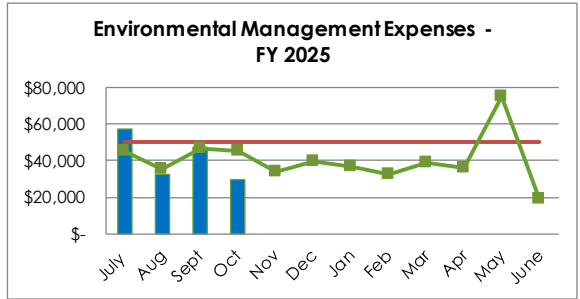
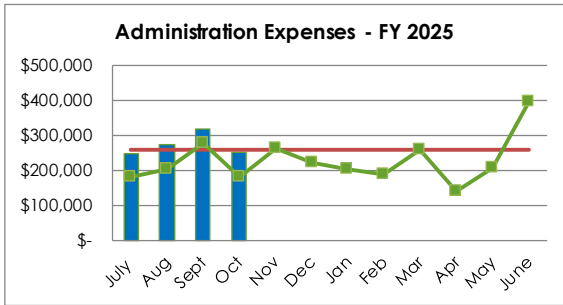
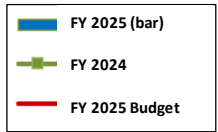
\* Monthly revenue is dependent on users.



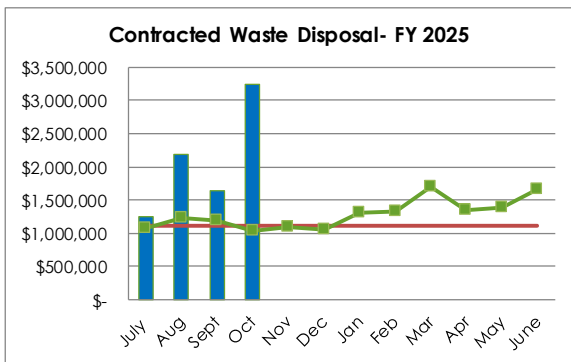
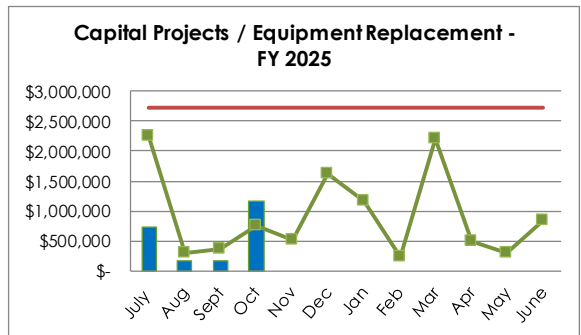
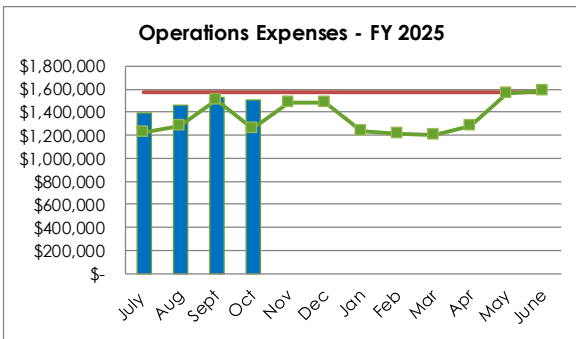
\* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.





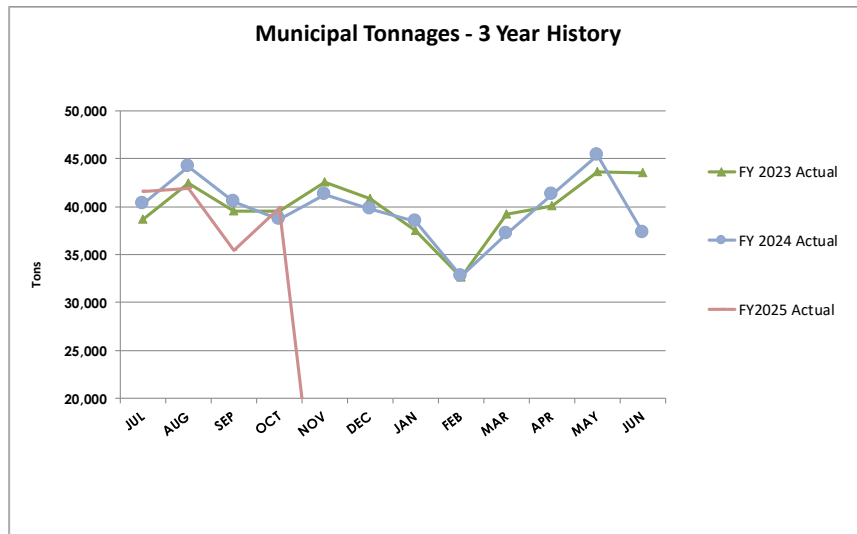
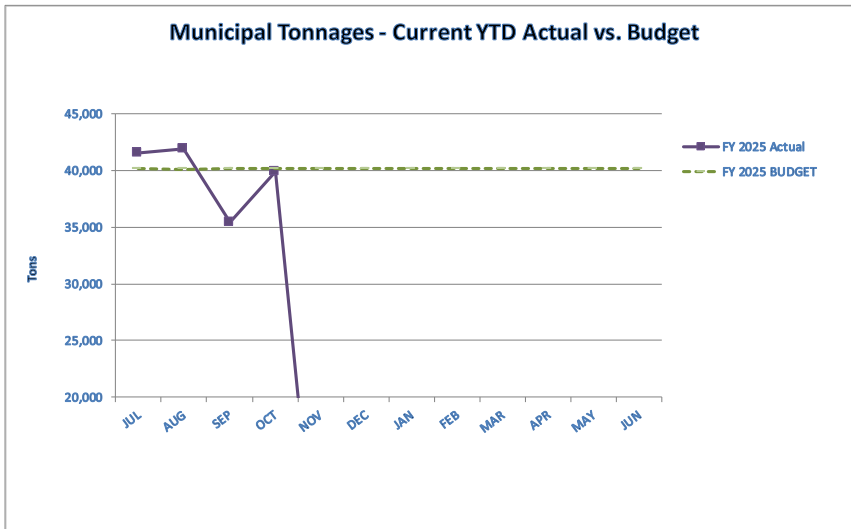
\*Legal fees



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

Waste Category	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 10/31/2024	% of Budget
<b>Waste Stream Budgeted under Tipping Fees</b>						
Municipal Waste						
Chesapeake	108,633	121,603	122,057	110,000	41,140	37.4%
Franklin	3,952	3,880	3,755	3,300	1,365	41.4%
Ile of Wight	16,561	16,109	16,491	18,000	5,572	31.0%
Norfolk	77,291	77,518	79,969	89,000	29,957	33.7%
Portsmouth	43,584	42,283	42,367	42,000	12,791	30.5%
Southampton	9,972	9,939	9,987	10,800	3,616	33.5%
Suffolk	47,185	46,106	46,394	51,200	15,845	30.9%
Virginia Beach	157,055	162,394	155,699	157,550	48,482	30.8%
<b>Total Municipal Waste</b>	<b>464,233</b>	<b>479,832</b>	<b>476,719</b>	<b>481,850</b>	<b>158,768</b>	<b>32.9%</b>
Sludge - Norfolk	6,352	7,325	7,357	5,206	2,330	44.8%
Navy Waste	23,128	23,915	25,380	25,806	7,205	27.9%
SPSA Contracted Waste	165,485	204,616	219,362	137,380	78,446	57.1%
Construction & Demolition Debris	8,074	8,769	10,830	9,370	8,272	88.3%
Non-Contract Waste/Other Waste	77,909	63,449	64,032	51,706	24,935	48.2%
<b>Total Other Waste</b>	<b>280,948</b>	<b>308,074</b>	<b>326,961</b>	<b>229,468</b>	<b>121,188</b>	<b>52.8%</b>
<b>Total Waste Stream</b>	<b>745,181</b>	<b>787,906</b>	<b>803,680</b>	<b>711,318</b>	<b>279,956</b>	<b>39.4%</b>

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





<b>Regional Landfill Waste Stream</b>					
					Totals
Types of Waste (tons)	Jul-24	Aug-24	Sep-24	Oct-24	FY2025
CDD	833	2,605	2,682	2,152	8,272
Sludge - Norfolk	663	597	542	509	2,311
Sludge - Suffolk	-	-	-	-	-
Industrial Waste	-	-	-	-	-
Fines C&D	-	-	-	-	-
Soils	159	369	555	554	1,637
Brick & Block	-	-	-	-	-
Clean Fill	754	1,834	1,343	691	4,622
Peanut Dust/Peanut Hulls	308	200	192	238	938
Municipal Solid Waste <sup>1</sup>	2	-	-	-	2
Suffolk Municipal NP Solid Waste	16	30	9	26	81
Southampton Cty Municipal NP Solid Waste	-	-	-	-	-
Chesapeake Municipal NP Solid Waste	-	-	-	-	-
Portsmouth Municipal NP Solid Waste	303	389	330	393	1,415
Virginia Beach Municipal NP Solid Waste	-	-	-	-	-
Norfolk Municipal NP Solid Waste	-	-	-	15	15
NP from Municipal HHW Users	44	45	47	48	184
Navy Waste <sup>1</sup>	41	51	38	8	138
Contract Processable Waste	182	41	33	86	343
Non-Processible Commercial Waste <sup>2</sup>	955	1,048	1,359	2,836	6,198
Non Contract/Non Municipal	-	-	-	-	-
Concrete/Asphalt	-	-	-	-	-
Shredded Tires	794	862	821	730	3,207
Ash	3,295	1,470	-	2	4,766
Non-Qualifying Ash	551	203	-	-	754
Cell V Slope	-	-	-	-	-
MSW from Tsf Stations (west)	6,743	6,986	5,699	6,632	26,059
Clean Fill - Clearfield (1.35 factor)	4,687	5,349	13,003	1,153	24,192
Clearfield Residual (1.35 factor)	132	95	132	123	482
Residual from RDS	2,265	3,269	2,732	2,879	11,146
Non-Processible Waste (from RDF)	-	-	-	-	-
Diverted Processible Waste (from RDF)	-	-	-	-	-
Diverted Processible Waste (from Tsf Stations)	<u>28,428</u>	<u>25,635</u>	<u>21,960</u>	<u>23,905</u>	<u>99,928</u>
<b>Total</b>	<u>51,155</u>	<u>51,078</u>	<u>51,478</u>	<u>42,979</u>	<u>196,689</u>

<sup>1</sup> Represents CDD from Suffolk Contractors

<sup>2</sup> Boats, Flour, Frozen Foods, Other items too large for Suffolk Transfer Station, SW Unacceptable at Tsf Stations, Scrap Tires

**Southeastern Public Service Authority  
Treasurer's Report of Cash Balances  
For the Month Ending October 31, 2024**

<b>Fund Type</b>	<b>Beginning Balance</b>	<b>Deposits / Transfers In</b>	<b>Interest Earnings</b>	<b>Payables / Transfers Out</b>	<b>Payroll</b>	<b>Ending Balance</b>
<b>Unrestricted and Designated Funds (see footnote below):</b>						
Townebank Operating	\$ 3,581,552.90	\$ 5,367,351.69	\$ -	\$ 7,110,594.20	\$ 720,446.13	\$ 1,117,864.26
Townebank Money Market	749.20	-	-	-	\$ -	749.20
Townebank CD	3,349,111.89	-	-	-	-	3,349,111.89
Virginia Investment Pool (VIP)	20,837,960.24	800,000.00	89,075.87	97.90	-	20,927,036.11
Virginia Investment Pool (1-3)	1,044,636.64	916,996.59	6,631.11	41,928.44	-	1,851,169.85
Raymond James & Associates Investments	39,205,104.81	-	116,704.86	-	-	40,196,877.82
<b>Total Unrestricted and Designated Funds</b>	<b>\$ 64,297,179.08</b>	<b>\$ 7,084,348.28</b>	<b>\$ 212,411.84</b>	<b>\$ 7,152,620.54</b>	<b>\$ 720,446.13</b>	<b>\$ 63,720,872.53</b>
<b>Trust Funds:</b>						
Environmental / Va. Beach Landfill	\$ 519,789.34	-	2,095.01	-	-	521,884.35
Environmental / Regional Landfill	\$ 532,056.84	-	2,144.96	-	-	534,201.80
<b>Total Trust Funds</b>	<b>\$ 1,051,846.18</b>	<b>\$ -</b>	<b>\$ 4,239.97</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,056,086.15</b>
<b>GRAND TOTAL</b>	<b>\$ 66,277,780.08</b>	<b>\$ 7,084,348.28</b>	<b>\$ 216,651.81</b>	<b>\$ 7,152,620.54</b>	<b>\$ 720,446.13</b>	<b>\$ 65,705,713.50</b>
<b>Cash Balances Designated as follows:</b>						
Operating Funds	\$ 783,274					
Undesignated (Fund Balance June 30, 2024)	\$ 3,251,675					
Reserved for FY 2024 Rolled Capital POs	\$ 136,237					
Reserved for Leachate Evaporation System	\$ 2,884,950					
Purchase Orders for Landfill Expansion (Rolled)	\$ 179,279					
Reserve for Landfill Closure (June 30, 2024)	\$ 23,190,220					
Reserve for Landfill Expansion and Flyover (June 30, 2024)	\$ 33,295,238					
Total Designated Funds	<u>\$ 63,720,873</u>					

(equivalent to 2 months operating expenses)

**Southeastern Public Service Authority  
Budget Transfer Activity  
For the Month Ending October 31, 2024**

Department	Object	Description	Transfer In	Transfer Out
Transportation	56110	Subscriptions	\$ 45,070.00	
Transportation	55700	Toll Roads		\$ 45,070.00
Transportation	56140	Other Operating Supplies	\$ 6,900.00	
Transportation	53400	Equipment Maintenance-Parts		\$ 6,900.00
Norfolk TS	53402	Equipment Maintenance-Scale	\$ 800.00	
Norfolk TS	53400	Equipment Maintenance-Parts		\$ 800.00
Landfill	55220	Radio Communication & Repair	\$ 665.00	
Landfill	56140	Other Operating Supplies		\$ 665.00
Oceana TS	53320	Grounds Maintenance	\$ 500.00	
Oceana TS	53410	Building/Site Maintenance		\$ 500.00
Landstown TS	53320	Grounds Maintenance	\$ 4,900.00	
Landstown TS	53410	Building/Site Maintenance		\$ 4,900.00
RLF Shop	53401	Equipment Maintenance-Service	\$ 5,000.00	
RLF Shop	53400	Equipment Maintenance-Parts		\$ 5,000.00
RLF Shop	53401	Equipment Maintenance-Service	\$ 1,000.00	
RLF Shop	53410	Building/Site Maintenance		\$ 1,000.00
Suffolk TS	53170	Fire Protection	\$ 1,277.94	
Suffolk TS	53410	Building/Site Maintenance		\$ 1,277.94
Capital	62999	Undesignated	\$ 85,000.00	
Capital	61125	NTS-Excavator, Wheeled		\$ 85,000.00
Capital	61112	TPS-Crane	\$ 20,000.00	
Capital	62999	Undesignated		\$ 20,000.00
Transportation	53401	Equipment Maintenance-Service	\$ 10,000.00	
Transportation	53400	Equipment Maintenance-Parts		\$ 10,000.00
Landfill	55220	Radio Communication & Repair	\$ 500.00	
Landfill	56140	Other Operating Supplies		\$ 500.00
Landfill	55210	Postage	\$ 30.45	
Landfill	56140	Other Operating Supplies		\$ 30.45
Other	59130	Waste Disposal-Waste Managem	\$ 4,234,887.00	
Other	59125	Waste Disposal Services		\$ 4,234,887.00
Fleet	56110	Subscriptions	\$ 17,568.00	
Administration	53130	Professional Services		\$ 17,568.00
Capital	62315	ROB-Barrier Gates	\$ 21,030.00	
Capital	62999	Undesignated		\$ 21,030.00
Total			\$ 4,455,128.39	\$ 4,455,128.39



## **9. Closed Session**

Motion to Approve Request for Closed Meeting.

*I move that a closed session be held for discussions regarding proposals received in response to the RFP issued by SPSA for Solid Waste Disposal Services in accordance with (a) Virginia Code Section 2.2-3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (b) 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.*

ROLL CALL

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.*

ROLL CALL

## **10. Other Business**

## **11. Adjourn**