

# SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting\*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, January 27, 2021 at 9:30 a.m.

\*To encourage social distancing, members of the public may listen to and view presentations displayed at this meeting by registering at <https://attendee.gotowebinar.com/register/5562545185921104655>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing toll-free to 1-877-309-2071 and entering access code 693-273-487. 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 January 26, 2021.

**Meeting Organizer: Tressa Preston ~ [tpreston@spsa.com](mailto:tpreston@spsa.com) ~ 757.961.3486**

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**1. Call Meeting to Order**

Roll Call

**2. Public Comment Period**

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

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

The minutes of the December 9, 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 December 9, 2020 minutes of the SPSA Board of Directors meeting be approved as presented?

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

**December 9, 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. Earl Sorey	(CH)
Ms. Sheryl Raulston	(FR)	Ms. Amanda Jarratt*	(FR)
Mr. Dale Baugh	(IW)	Mr. Randy Keaton‡	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad	(NO)
Mr. C.W. "Luke" McCoy*	(PO)	Mr. Burle Stromberg	(PO)
Mr. Mark Hodges*	(SH)	Ms. Lynette Lowe( <i>absent</i> )	(SH)
Mr. David Arnold ( <i>absent</i> )	(SU)	Mr. Albert Moor	(SU)
Mr. William Sorrentino*	(VB)	Mr. John Barnes	(VB)

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

‡Indicates late arrival.

Others present at the meeting included Alternate Ex-Officio Members, Mr. Michael Etheridge‡ (IW), Mr. L.J. Hansen (SU), Mr. Greg Martin (CH), Ms. Trista Pope (NO), and Ms. Erin Trimyer (PO), 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.

\* Indicates attendance electronically via GoTo Webinar.

Ms. Amanda Jarratt (FR) participated from her office at Franklin City Hall for medical reasons. Mr. McCoy (PO) participated from his home in Portsmouth for medical reasons. Mr. Hodges participated from his office in Southampton County for personal reasons related to the seasonal nature of his business. Mr. Sorrentino participated from Cape Charles for medical reasons.

Also present at the meeting electronically via GoTo Webinar was Alternate Ex-Officio Member, Mr. Bobby J. Wheeler (VB) who participated from his home in Virginia Beach for medical reasons.

There were no objections to anyone's electronic attendance.

To encourage social distancing during the COVID-19 pandemic state of emergency, 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. Keifer, Chairman of the Board, called the meeting to order at 9:30 a.m.

**2. PUBLIC COMMENT**

Ms. Preston reported that she received no requests to make a public comment.

**3. CHAIRMAN'S COMMENTS**

Chairman Keifer drew the Board's attention to the form used to evaluate the performance of the Executive Director, which was placed at the seats of those participating in person, and reminded the Board that this evaluation takes place at the end of each year. Based on feedback received last year, the form now has "not observed" as an answer option for questions that Board Members feel they do not have enough information to rate. Chairman Keifer asked the Board to complete and return their evaluations to Ms. Preston by January 8<sup>th</sup> so that she may compile them for the Chairman and Vice Chairman to review and discuss with the Executive Committee and bring a recommendation to the Board at the January meeting. Ms. Preston added that after the meeting she will send the Board fillable electronic versions of the form that may be returned electronically or by mail.

Also, as they do each year, the Board of Directors will need to complete financial conflict of interest forms, on which Mr. Spain will send information by email and Ms. Preston will follow up. These forms should be completed in the month of January, as well, but cannot be signed and submitted before January 1, 2021.

Chairman Keifer thanked outgoing Board Member, Bill Sorrentino of Virginia Beach, for his seven years of wonderful service. Mr. Sorrentino has been instrumental in important business for SPSA, including the skillful negotiation of the Wheelabrator Contract, and providing expert advice on landfill expansion, contract procedures, and environmental matters with fairness, integrity, and excellent judgement. In light of his devoted service over the years, Chairman Keifer suggests that recognition be issued in honor of Mr. Sorrentino and read aloud the following proposed resolution.

**RESOLUTION OF APPRECIATION TO WILLIAM A. SORRENTINO, JR. IN  
RECOGNITION OF HIS SERVICES TO THE SOUTHEASTERN PUBLIC SERVICE  
AUTHORITY**

WHEREAS, William A. Sorrentino, Jr., has served on the Board of Directors of the Southeastern Public Service Authority of Virginia (SPSA) as the Governor-appointed representative of the City of Virginia Beach beginning January 1, 2014 and culminating on December 31, 2020; and,

WHEREAS, his ongoing dedication and professionalism as a member of the Board of Directors and the Executive Committee have provided the Authority with expert advice relating to all aspects of SPSA's multifaceted business; and,

WHEREAS, Mr. Sorrentino's applied expertise has been integral to numerous

negotiations, most notably the current Wheelabrator Contract, which has led to the continued success of the Authority and which will provide a firm basis for future services required by the region; and,

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

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

**Mr. Maxwell moved, seconded by Mr. Broad, to approve the Resolution of Appreciation to William A. Sorrentino, Jr. in Recognition of His Services to the Southeastern Public Service Authority. The vote on the motion was unanimous.**

Mr. McCoy added that it has been a pleasure to work with Mr. Sorrentino over the years and that he has been a great asset to SPSA and the City of Virginia Beach. Mr. McCoy thanked Mr. Sorrentino for his efforts and wished him well. Mr. Sorrentino thanked the Chairman and Mr. McCoy for their kind words and for the important work that the Board does on behalf of the communities SPSA serves. While the work of the Board is smooth and collegial these days, that was not always the case, and the Board has made some important decisions to arrive at the level of service that the communities now see. He expressed his admiration for the Board Members both individually and collectively and thanked them for allowing him to serve, adding that the Board should consider him a continual resource on future matters should his expertise be of value.

As the holidays approach, Chairman Keifer wanted to thank the Board for all of their excellent work this year and wish each of them and their families good health and good spirits throughout the season. He also extended his thanks to the SPSA staff, asking that Ms. DeVary be sure to pass on the Board's appreciation for all of their good work.

#### **4. APPROVAL OF MINUTES**

The minutes of the October 28, 2020 Board Meeting have been distributed. Chairman Keifer asked if there were any additions or changes. Ms. Preston drew the Board's attention to page 11 of the agenda where a phrase in the section of the minutes discussing the Landfill Gas Agreement will be removed for clarity.

**Mr. Sorey moved, seconded by Mr. Broad to approve the October 28, 2020 minutes of the SPSA Board of Directors as amended. Electronic participants were polled individually. The vote on the motion was unanimous.**

#### **5. EXECUTIVE DIRECTOR UPDATES**

Ms. DeVary informed the Board that it is business as usual at SPSA. Staff continues to perform well and she is very pleased with the work they do.

The update on the Norfolk Naval Shipyard's proposed power plant is that Wheelabrator is waiting for a complete response from the Navy regarding their proposed extension of the

steam contract. Wheelabrator has been informed by the Navy that part of the contract meets their approval, but further internal discussion is required. Additionally, it was announced in the newspaper last weekend that DEQ has approved the air permit for the Navy's proposed combined heat and power plant.

Ms. DeVary has reached out to VDOT for more information regarding cost estimates with a schedule and memorandum of agreement for construction of the flyover at the Regional Landfill. VDOT hopes to be able to get that information to her in the next week so that staff may review in-house and then present to the Board at the January meeting. SPSA has received the draft amended and restated Landfill Gas Agreement from Mas Energy on Monday. Staff and counsel will be reviewing the agreement over the next few weeks and hopefully will have a presentation for the Board at the January meeting on that subject as well.

Ms. DeVary reminded the Board that at their previous meeting they approved requesting updates to Virginia House Bill 1872, also known as the Cosgrove bill, which is the piece of legislation that codified SPSA's operating procedures in 2010. Ms. DeVary and Chairman Keifer's letter was sent to Senator Cosgrove on October 28<sup>th</sup> at both his Chesapeake District 14 email address, as well as by U.S. Mail. After initially receiving no response, staff continued to reach out to the Senator's office. Communication has been sparse, but brief emails indicate that the suggested revisions were sent to the legislature and that the Senator is open to a meeting. Staff will continue to reach out for more information.

The update on the Cells VIII and IX permitting process is that VHB continues to work on the Environmental Impact Statement (EIS) process for the Corps of Engineers. As a part of the process, off-site alternatives must be evaluated. As Ms. DeVary previously informed the Board, five sites in Southampton County and one site in Suffolk have met the initial alternative site criteria and the owners have been contacted to request permission to physically determine if there are any wetlands on the sites. Only one property owner agreed. Initial investigation indicates that the six proposed alternative sites would each impact between five and 50 acres of wetlands, as opposed to the 129-acre impact in the proposed expansion. Because VHB and the Corps have been unable to narrow the selection of off-site alternatives any further based on their preliminary criteria, and in order to be fully in line with National Environmental Policy Act (NEPA) standards, they plan to publish a map of the six possible alternative sites on the public scoping website and allow 30 days for public comment. Parcel numbers will be shown on the map but no names or addresses. The belief is that by publishing all six initial alternatives, public comment will bring to light issues that the Corps has yet to identify, thus narrowing the number of viable properties. The Corps and VHB prefer to have fewer final proposed alternatives listed in the draft EIS. VHB will be sending a letter to each of the landowners alerting them to these developments and, after Ms. DeVary's review, a public notice will be posed in the Federal Register. Ms. DeVary will send the notice to the Board by email and plans on calling Southampton County to discuss, and also offered to set up a call with Mr. Moor of Suffolk, if he would like. Ms. DeVary made sure to reiterate that these explorations of possible alternative landfill sites are a mandatory part of the Corps' EIS process and they do not imply, assume, or obligate SPSA to acquire property, nor does it imply, assume, or obligate any landowner to transfer property. SPSA's preferred alternative is to expand the Regional Landfill.



### Cells VIII/IX Permitting Process Update

- In preparing the EIS, 6 properties were identified as potential alternatives to landfill expansion: 5 in Southampton County, 1 in Suffolk
- VHB contacted property owners requesting access to walk property to survey for wetlands
- This process DOES NOT imply, assume or obligate SPSA to acquiring property nor does it imply, assume or obligate the willingness of landowners to transfer property

SPSA's preferred alternative is to expand the Regional Landfill.

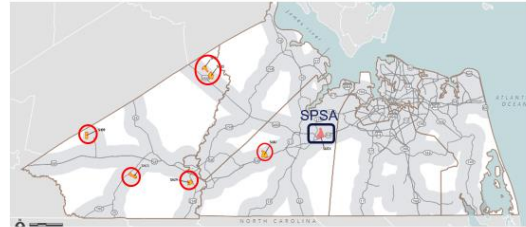
Executive Director Report

December 9, 2020

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**Next Step:** In order to comply with NEPA standards, Corps of Engineers will be posting notice (30 day) to receive comments on the 6 alternatives with a map similar to this one.



Executive Director Report

December 9, 2020

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Recognizing that this was a somewhat unexpected announcement received from the Corps just yesterday, Ms. DeVary asked if the Board had any initial questions. Mr. Barnes asked about the significance of the grey shaded areas on the map and Ms. DeVary clarified that they only indicate major roadways – not wetlands. Mr. Maxwell asked if the Corps was taking hauling distance into consideration when looking at possible off-site alternatives and inquired about SPSA's possible appeal process if the EIS recommends an alternative that is extraordinarily expensive. Ms. DeVary informed the Board that while operational concerns were not taken into account in the first rounds of siting criteria, factors like hauling distances and resulting carbon emissions will likely be the next step in the reviewing process. Logistics and total costs will go toward determining the practicability of each of the alternatives. There were no further questions.

Mr. Bagley delivered the operations report. During the reporting period, just under 33,000 tons of material was landfilled, representing a roughly 3,000 ton increase from the previous reporting period, which was the month of September. Just over 1.2 million gallons of leachate was sent to HRSD, with 641,093 gallons being pumped and 582,136 being hauled. In the reporting period, 94% of the ash received from Wheelabrator was acceptable for use as alternate daily cover which, as Mr. Bagley noted, is an excellent number and signifies the highest percentage of qualifying ash received to date. There were no odor complaints during the reporting period.

Mr. Bagley intended to continue his report on update on the PFAS situation this meeting. SPSA was expecting to have a memorandum of agreement in place, but the HRSD has had some significant issues with their computer systems resulting in a complete technical communications shutdown. As the organization to do the testing for PFAS, HRSD is a critical partner in the study and their technical difficulties have delayed the process for the moment.

The D-6 bulldozer approved at a previous meeting has been delivered to the Regional Landfill. Painting has been completed at the Isle of Wight, Suffolk and Oceana Transfer Stations and staff is very pleased with the results. Mr. Bagley encourages the Board to go by and see for themselves if they haven't already. There are planned repairs to the Landstown and Chesapeake tipping floors, the scheduling of which is being coordinated with Virginia Beach and Chesapeake to ensure that the municipal impact will be minimal. SPSA will be performing the annual survey of the Regional Landfill by drone on December 15<sup>th</sup>. HDR will analyze the data and compile the annual airspace utilization report by late January or early February. Mr. Bagley asked if there were any questions or comments on his report.



Mr. Barnes asked Mr. Bagley to go back over the background and driving factors relating to PFAS. Mr. Bagley reminded the Board that PFAS is becoming a growing issue for landfills, particularly looking at how to remove it from leachate for wastewater treatment and keep it from circling through the environment. SPSA will be working with Purdue University and HRSD to conduct some studies about methods of removal so that SPSA can be proactive about the situation before any official regulations are put into place. SPSA wants to be in the best position possible to address the issue at a lower cost over the long term. There were no further questions.

Mr. Bagley reviewed a presentation on the Facility Condition Assessment that the Board approved in September of 2019, which allowed ECS Mid-Atlantic, LLC., at the cost of \$41,000, to perform a study to determine the current and 20-year projected state of each of SPSA's facilities. The assessment was overseen by an architect and utilized engineers from a variety of disciplines who reviewed maintenance records and inspected equipment. The information was then assessed by a project manager and reports were delivered to SPSA in June of 2020. The purpose of these reports is not only to help manage capital replacement expenses, but also to provide a comprehensive view of current maintenance practices. It is, however, intended to be only a general outline for future expenditures, and serves as one of many tools in the capital budgeting process. Additionally, it should not be seen as a strict replacement schedule, but a complimentary tool to regular expert assessment. Due to uncontrollable factors like the economy, the assessment grows less accurate as it approaches the 20-year projection, but in most cases is quite reliable in earlier years. The assessment also provides the data necessary for benchmarking facility conditions against similar facility portfolios.

Included in the evaluation were the majority of each building's features, such as parking lots, sidewalks, lighting, structural and mechanical systems, foundations, roofs, and ADA compliance and more. Because of the variety of factors at each individual transfer station, tipping floors were intentionally excluded from the study. The process involved a comprehensive questionnaire for each building that was completed by SPSA staff, review of maintenance records, onsite interviews with staff, examinations of maintenance quality and overall condition, and photo documentation of equipment. Estimated use of life and estimated remaining life was determined for each item. All of the photos and findings were delivered both electronically and in hard copy reports that were distributed to each facility. General findings indicate that regular routine maintenance is being performed, the overall condition of building systems is good, and all ADA requirements are being met, in some cases through reasonable accommodations.

Looking ahead, what was learned from the study is that over the next 20 years there is an estimated \$9 million of facility capital improvements needed, which considered over time is a doable endeavor. This number includes a 2.5% annual escalation and broken out, amounts to roughly \$450,000 per year over the 20-year period. Mr. Bagley pointed out that the funds will not come exclusively from the capital budget, but also include site maintenance budgets, and that supervisors are already planning ahead for many of these improvements.

The conclusions of the assessment determine that the overall condition of SPSA's portfolio of facilities compares favorably to other similar portfolios of properties and indicates that appropriate maintenance is occurring and current allocations are sufficient to cover anticipated expenses. Mr. Bagley offered to answer any questions Board members may

have, as the information in the reports is extensive and he would be happy to elaborate on any points of interest.


Chairman Keifer complimented Mr. Bagley on his excellent briefing and asked if there were any questions or comments. Mr. Barnes agreed that Mr. Bagley delivered a great report and commented that completing an official assessment is a very good way to approach evaluating and maintaining facilities. In the past, condition assessment was included in planning reports, but the focus was financial and did not cover a systematic method of assessing proper maintenance. Mr. Barnes went on say that the detail included in Mr. Bagley’s report was quite helpful in terms of illustrating that systematic assessment, which is a significant enhancement compared to previous assessments. There were no further questions or comments.

**6. WHEELABRATOR PORTSMOUTH MONTHLY REPORT**

Mr. Clint Stratton presented the report from Wheelabrator electronically.

**Wheelabrator Portsmouth**

December 2020 Report to SPSA Board



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



**Wheelabrator Portsmouth October 2020**



**Actual Operational Data**

Net Refuse Received			Total Refuse Processed			Total NP Diverted			Ash Shipped		
Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan
51,926	52,084	(158)	53,925	50,757	3,168	5,910	5,787	(123)	15,869	13,956	(1,913)
Driven by favorable steam loads despite unfavorable boiler USDT			Driven by favorable steam loads			High volumes of NP remain in system			Driven by favorable processing and timing from last month		

Steam Sales			Boilers Unscheduled Downtime			TQ's Unscheduled Downtime			Net MWH Sold		
Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan
48,694	26,686	22,008	139	128	(11)	45	0	(45)	18,518	18,765	(247)
NNSY continues to take large volumes of steam			Driven by tube failure on #3 boiler Superheater						Driven by favorable steam sales		

- Includes 1,007 tons of non-qualifying residue delivered to landfill, qualifying residue 93.66% for Oct.
- Waste delivered by SPSA to RDF- 48,993 tons Boiler availability - 91%; Turbine generator availability- 98%; Ash screen availability – 99%
- Boiler 2 scheduled outage completed this period to include grate cleaning, pressure part repairs, flue gas, SDA and baghouse repairs, RDF feed system screw repairs, and ash removal system repairs.
- 0 OSHA Recordable accidents this period, 4 for YTD; 0 Environmental incidents and citizen complaints

Questions?



Mr. Stratton asked if there were any questions, but there were none. Mr. McCoy and Chairman Keifer thanked Mr. Stratton for his report.

## 7. PROCUREMENT POLICY UPDATE

Chairman Keifer began by reminding the Board that one of their most important duties is to ensure that good procurement guidelines are in place and that the expenditure of public funds is done in accordance with state law in an open, fair, and consistent manner.

Ms. DeVary informed the Board that although SPSA's procurement policy has not been officially updated since 2012, all procurement practices have been consistent with the Virginia Public Procurement Act (VPPA). In order to make the written policy align with VPPA practices, Ms. DeVary and Mr. Spain completed a total assessment and revision of the entire policy. Executive Director authorities, definitions, methods of procurement, and terms and conditions were updated and clarified to mirror the VPPA, as well as align with House Bill 1872. Updates to Executive Director Authorities included limitation of contract execution under the Small Dollar Procedures for procurement methods authorized by VPPA as well as modifications less than \$30,000, removal of references to making "policies" and "regulations," overall authority to establish procedures, and the authority to determine the most appropriate method of procurement for each project.

Additionally, at the Chairman's request, a section was included specifically authorizing the Executive Director to issue change orders on contracts in order to prevent contractor delays and increases in contract price, but only if it is not reasonably practicable to get advance approval by the Board. The Executive Director would also need the agreement of the Chairman to exercise this authority and any such change orders would be ratified at the next meeting of the Board of Directors. Mr. Maxwell asked if the change order can be made if it is outside the scope of the contract. Chairman Keifer responded that there is language to exclude such a thing. Ms. DeVary went on to say that concern is covered in the next item, which states that the Executive Director has the authority to issue work orders, unit price orders, or similar instructions to proceed under a contract that has been approved by the Board of Directors as long as such orders or instructions are within the scope of work and cost of the contract as approved by the Board of Directors.

Mr. Stromberg asked if the Executive Director was limited to \$30,000 in the case of preventing contractor delays and increases in contract price. Ms. DeVary responded that in the event of the Chairman's prior approval and the intent to ratify the change at the next Board meeting, the \$30,000 limit would not apply. Chairman Keifer returned to Mr. Maxwell's question about scope of work and offered an example using the upcoming contract with HDR and asked if there were further questions on the matter.

Mr. Moor asked for clarification that, similarly to specific municipal staff being authorized to make purchases up to a certain percentage of cost, SPSA staff would not need to return to the Board to approve a task order as long as the amount does not exceed the total amount authorized for the contract. Chairman Keifer confirmed that was correct. Mr. Moor went on to seek confirmation that if a contract reaches its Board approved dollar amount and a change order needed to be issued that was less than \$30,000, that could also be completed by the Executive Director without returning to the Board for a vote. Chairman Keifer confirmed that as well, and went on to say that in the event of large construction contracts it is not uncommon for the Board to include a contingency percentage in their contract award. Chairman Keifer asked Mr. Spain if his understanding was correct and Mr. Spain once again reviewed the Executive Director's authority to make contract modifications up to \$30,000, in keeping with House Bill 1872, but that including a contingency to a contract

award allows greater flexibility and is authorized by the updated policy. Chairman Keifer added that contracts of that size are rare and it was determined that handling those contingencies on a contract-by-contract basis would be preferable. Ms. DeVary went on to say that, in the past, large contracts are normally presented for consideration with a 15% contingency, with the authority to utilize said contingency being granted at the time of the contract award. Mr. Barnes commented that, as the section is currently written, it covers changes orders, but there is no mention of contingencies. He thinks it appropriate to include contingencies so that future Boards and Executive Directors are clear on the intended guidance. Ms. DeVary thanked Mr. Barnes and let him know that she and Mr. Spain would revisit the section to consider an addition regarding contract contingencies.

Ms. DeVary thanked Mr. Spain for all of his work thoroughly reviewing the updates to the procurement policy and his extensive study of the Virginia Public Procurement Act, stating that his assistance has been very helpful in the process.

Ms. DeVary went on to say that another of the factors considered in the update of the procurement policy is that the previous document did not include the design-build and construction management method of procurement. As many of the localities are aware, in order to utilize this method of procurement, procedures must be adopted that are in keeping with the Secretary of Administration's standards for design-build and construction management as an alternative method for the procurement of construction. For those that may not be familiar with design-build projects, they utilize a two-step competitive process, the first of which is the issuance of a request for contractor qualifications and then the second step is issuing an RFP to the qualified vendors seeking proposals for the design and construction of the project. The contract is on a fixed price basis or not-to-exceed amount and the price is a critical basis for the award. The benefits of the design-build method of procurement are that the contractor is the single point of responsibility for the design and construction, which provides cost and time savings by minimizing project risk through overlapping the design phase and construction phase and eliminating potential adversarial conditions.

The remainder of the policy mirrors the Virginia Public Procurement Act. Ms. DeVary asks that the Board approve the updated policy and the resolution approving procedure for the design-build and construction management processes, both of which were included in the electronic version of the Board agenda. As a review, Chairman Keifer pointed out specific pages in the procurement policy that related to the discussion and recapped the relevant portions of the document that have been updated. Chairman Keifer offered to answer any further questions or address concerns about the procurement policy or the need for a resolution to establish design-build as an approved method of procurement. Recognizing that there is large quantity of information to digest, the Chairman asked if any members of the Board had concerns about voting on these matters now, offering to delay the vote and reminding the Board that the policy can be amended at any time. Noting that there were no objections or any further questions, Chairman Keifer asked for a motion. Mr. Spain clarified that this would be a motion to approve the updated procurement policy and that a second motion and subsequent vote would be required for the resolution.

**Mr. Keaton moved, seconded by Mr. McCoy to approve the updated SPSA Procurement Policy as presented. A roll call vote on the motion was unanimous.**

Ms. DeVary read aloud the following proposed resolution.

**RESOLUTION ESTABLISHING PROCEDURES FOR USE OF THE CONSTRUCTION  
MANAGEMENT AND DESIGN-BUILD METHODS OF CONSTRUCTION  
CONTRACTING**

WHEREAS, the Virginia Public Procurement Act requires that a regional authority using the construction management or design-build method of construction contracting comply with Virginia Code § 2.2-4382; and

WHEREAS, Virginia Code § 2.2-4382 requires that, prior to issuing a Request for a Proposal for any design-build or construction management contract for a specific construction project, the public body shall have adopted by resolution written procedures, which include the specifications set out in the Code, governing the selection, evaluation, and award of design-build and construction management contracts; and

WHEREAS, Virginia Code § 2.2-4382 further requires that design-build construction projects and construction management include a two-step competitive negotiation process consistent with the procedures adopted by the Secretary of Administration; and

WHEREAS, the SPSA Procurement Policy, as amended, establishes procedures consistent with Virginia Code § 2.2-4382 for use of the construction management and design-build method of construction contracting.

NOW, THEREFORE, BE IT RESOLVED, that the Southeastern Pubic Service Authority Board of Directors hereby adopts the design-build and construction management procedures as outlined in the SPSA Procurement Policy, as amended.

**Ms. Raulston moved, seconded by Mr. Sorey to approve the Resolution Establishing Procedures for Use of the Construction Management and Design-Build Methods of Construction Contracting, as presented. A roll call vote on the motion was unanimous.**

**8. FINANCIAL REPORT**

Ms. DeVary informed the Board that this report will cover the month of October, as the November financials are not yet completely closed out. As of October 31, 2020, total revenues exceeded total expenses by approximately \$4.5 million as compared to \$3.2 million in the previous fiscal year. Tipping fees year-to-date reflect an increase of 6% or approximately \$915,000 as compared to FY 2020. Municipal waste tons are up approximately 16% or 24,437 tons as compared to last fiscal year. However, commercial tons are down 10% or 7,140 tons as compared to last year. Again this reporting period, the increase that municipalities are seeing in waste and the decrease in commercial tonnages are likely due to behavioral changes related to the COVID-19 pandemic.

Ms. DeVary reported that total expenses fiscal year to date for the month ending October 31<sup>st</sup> were approximately \$13.6 million, compared to \$13 million in the prior fiscal year. Cash balances are at \$46.6 million, currently designated as \$5.3 million in operating, \$5.9 million, the equivalent of 2 months' operating expenses, in undesignated fund balance, \$38,575 in FY 2020 rolled purchase orders, \$314,757 for unencumbered capital budget, \$2.5 million for the proposed HRSD force main, \$352,871 for landfill expansion purchase orders, and \$32.2 million in the landfill expansion and closure fund.

**Mr. Sorrentino moved, seconded by Mr. Broad to approve the SPSA financial report as presented. Electronic participants were polled individually. The vote on the motion was unanimous.**

## **9. CONTRACTS**

The first contract for consideration is the renewal contract for professional engineering services with HDR Engineering. Originally bid in 2016, this request would be to exercise option year four of four, which also means that SPSA will be bidding out professional engineering services again next year. This calendar-year contract covers a broad range of engineering services for environmental and regulatory compliance, landfill gas, construction management, groundwater, Title V permit, stormwater, and VPDES permit coordination to name a few. Individual task orders are issued throughout the year based on time and materials. Hourly rates are unchanged from the previous year and there is \$270,000 allocated in the operating budget for these services. Should the services included in this contract exceed \$270,000 or should there be a need for a task order outside the scope of this work that exceeds \$30,000, those actions will be brought for to the Board for approval.

**Mr. Sorey moved, seconded by Ms. Raulston to approve the contract renewal with HDR Engineering as presented. Electronic participants were polled individually. The vote on the motion was unanimous.**

The second contract for consideration was also with HDR Engineering for engineering services associated with design-build procurement to replace the structures that were damaged in the fire at the Regional Landfill on April 2, 2020. As discussed with the Executive Committee, SPSA plans to rebuild, rather than refurbish the damaged structures, as it is more cost effective. This has given staff the opportunity to reexamine the layout and make improvements. Details on those improvements will be brought to the Board at a later date and include construction of a new administration building, storage building, and household hazardous waste facility. The purpose of the recommended task order is to have HDR prepare the design-build RFP and assist in the bidding process. Funds for this task order, which is not to exceed \$60,900, are available from insurance proceeds. The task order is included in the agenda.

Mr. Keaton mentioned the conversation in Executive Committee that preliminary assessment indicates that the construction can be covered by insurance proceeds. Ms. DeVary confirmed that it is the case that even though new structures will be added, it should all be covered by insurance proceeds and that using the design-build method of procurement will contribute to cost savings.

**Mr. Keaton moved, seconded by Mr. Moor to approve the task order with HDR Engineering as presented. Electronic participants were polled individually. The vote on the motion was unanimous.**

The third item for consideration was for painting 20 tractors as a continuation the SPSA rebranding initiative and represents the SPSA core value of "pride." 16 of the tractors have a remaining life cycle of 10+ years and four have at least five years of service left. This request is based on a cooperative contract issued by the Navy with Jezzi Corp./GAC. The total cost is \$84,000 and there are funds available in the undesignated capital budget line item.

**Mr. McCoy moved, seconded by Ms. Raulston to approve the contract with Jezzi Corp./GAC as presented. Electronic participants were polled individually. The vote on the motion was unanimous.**

**10. 2021 BOARD MEETING DATES**

The last item on the agenda is the 2021 Board Meeting dates which follow the standard format of the fourth Wednesday of month at 9:30 a.m., with the exception of November and December. To accommodate the holidays, there is no meeting in November and the December meeting is the second Wednesday of the month. Ms. DeVary requested that the Board approve the 2021 Meeting dates.

**Mr. Sorrentino moved, seconded by Mr. Baugh to approve the 2021 Board Meeting dates. Electronic participants were polled individually. The vote on the motion was unanimous.**

**11. OTHER BUSINESS**

Chairman Keifer wished everyone happy holidays and thanked them again for their work.

**12. ADJOURN MEETING**

There being no further business to come before the Board of Directors the regular meeting was adjourned at 10:49 a.m.

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Liesl R. DeVary  
Executive Director

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

## 5. Executive Director Updates

### Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – October 21, 2020



## Landfill Operational Summary

SPSA Regional Landfill Operational Summary		KEY:			
Period	December 1st to December 31st, 2020		Change Since Last Report		
			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.		
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		New Permit was issued as of October 1st 2020
1.2.4	Financial Assurance	Compliance	In compliance		
1.2.5	Wetlands	Compliance	In Compliance		
1.2.6	Groundwater	Compliance	In Compliance		
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	27,915		
2.2	No. staff	15.5	12.5		3 vacancies: 2-HEO, 1-Solid Waste Assistant
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	11,607		
3.2	Date of last aerial survey	12/15/2021			Expecting updated report late January 2021.
3.3	December 2018 Operational In-Place Density (lbs./cy)	1,600-1,800lbs/cy	1,788 lbs./cy or AUF = 0.894		
3.4	December 2018 Effective In-Place Density (lbs./cy)	1,600 lbs./cy	2005 lbs./cy or AUF = 1.00		

<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 to meters to HRSD, FIT-0301, and FIT-0401 were calibrated on 12/29 and the Pump & Haul Totalizer was reset on 12/30.
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			
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons	848,229.0		From 12/01 to 12/31
4.5.1.1	Cell V, Sumps 1-4	x gallons	468,783		From 12/01 to 12/31
4.5.1.2	Cell VI, Sumps 5-8	x gallons	516,362		From 12/01 to 12/31
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	1,093,399		From 12/01 to 12/31
4.5.3	Disposal costs in period: \$		\$ 29,813		From 12/01 to 12/31
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		
<b>6</b>	<b>Odor Complaints</b>	No complaints	No complaints		From 12/01 to 12/31
<b>7</b>	<b>HRSD Force Main</b>	Contract Schedule	None provided to date.		HRSD has reported that the project is delayed two years.
<p><b>Acronym Definitions</b></p> <p><b>ACOE</b>- Army Core Of Engineers <b>AUF</b>- Airspace Utilization Factor <b>BOD</b>- Biological Oxygen Demand <b>CAP</b>- Corrective Action Plan  <b>COD</b>- Chemical Oxygen Demand <b>CSCE</b>- Comprehensive Site Compliance Evaluation <b>DMR</b>- Discharge Monitoring Report  <b>GPS</b>- Groundwater Protection Standards <b>LCL</b>- Lower Confidence Limit <b>NOV</b>- Notice Of Violation <b>SCADA</b>- Supervisory Control And Data Acquisition  <b>SWIFT</b>- Sustainable Water Initiative For Tomorrow <b>SWPPP</b>- Storm Water Pollution Prevention Plan <b>VPDES</b>- Va. Pollution Discharge Elimination System  <b>WWTP</b>- Waste Water Treatment Plant <b>PLC</b>- Programmable Logic Controller <b>GPM</b>- Gallons Per Minute <b>GPD</b>- Gallons Per Day</p>					

## Executive Committee Minutes – October 21, 2020

**Executive Committee Minutes**  
**Southeastern Public Service Authority of Virginia**  
**October 21, 2020**

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 Vice Chairman Luke McCoy, Mr. Randy Keaton, and Ms. Sheryl Raulston. Also in attendance were Executive Director, Liesl R. DeVary, Deputy Executive Director, Dennis Bagley, Executive Administrator, Tressa Preston, and Brett Spain, General Counsel. Mr. Keaton left the meeting at 1:55 p.m.

**Items for Discussion:**

1. Review and approve Executive Committee Minutes of September 16, 2020

Mr. McCoy moved, seconded by Ms. Raulston, to approve the minutes of September 16, 2020. All were in favor.

2. Executive Director Reports / October Board Meeting Agenda

- a) Wheelabrator and Navy

Ms. DeVary informed the Committee that there are no new updates on the NNSY Proposed Power Plant and the Wheelabrator steam contract. The Committee was given copies of a newspaper article detailing growing concerns from environmentalists regarding the possible pollution associated with the proposed power plant. The article goes on to say that DEQ has not yet issued an air permit for the project.

- b) Wetlands Permitting

The Army Corp of Engineers Environmental Impact Statement (EIS) process is taking far longer than originally anticipated, and will therefore require additional funding. At the time of the original task order it was not yet determined whether SPSA or VHB would handle off-site alternative analysis, but the Corp decided that VHB will take the lead on that process. Ms. DeVary hopes that a new task order will be complete in time to be presented for consideration at the December Board Meeting.

The public scoping period has now closed and the Corp has received ten comments from various interested agencies, two of which express significant concerns about the wetlands that would be impacted in the proposed landfill expansion. SPSA has a call scheduled with VHB and the Corp to discuss providing a response to the comments. Should public relations become an issue, SPSA may consider the possibility of using the services of an outside agency.

The amended task order for HDR's additional work assessing onsite alternatives will be brought to the Board for consideration at the October meeting. The requested \$29,830 is

projected to cover November 2020 – June 30, 2021. VHB has used 63% of their initial \$488,111 budget. As the research and assessment portions of the project conclude, the rate of spending will likely decrease.

c) Mas Energy

SPSA has received Mas Energy's suggested changes to the Landfill Gas Agreement. Ms. DeVary and Mr. Bagley have discussed the changes with Mr. Spain and special counsel, Brad Nowak and have created a term sheet to highlight the requests of both parties. Due to the extensive changes required to accommodate the planned renewable natural gas processing components, it is recommended that the entire agreement be amended and restated, rather than simply amended. The cost for engineering consulting and legal services associated with the agreement will be approximately \$162,000. Mas Energy has agreed to reimburse SPSA 50% of these costs and will sign a letter to that effect. Ms. DeVary will be asking the Board to allow her to negotiate and engage services related to the proposed amendments to the agreement.

Mr. Keifer asked if these changes to the Landfill Gas Agreement will require DEQ permitting changes. Ms. DeVary confirmed that they would, but as the changes will reduce emissions, it is likely that an air permit can be received without issue.

d) House Bill 1872

House Bill 1872, or the Cosgrove Bill, was passed in 2010. Since that time, there have been some minor updates that staff and counsel agree would strengthen the legislation. Ms. DeVary distributed redline copies of suggested changes and reviewed and discussed each point with the Executive Committee. With the assistance of Mr. Spain, some phrasing was modified for clarity. Ms. DeVary will send a letter requesting the assistance and support of Senator Cosgrove in presenting these suggestions to the Virginia legislature. Mr. Keifer and Mr. Keaton offered suggestions of Chesapeake representatives who may be helpful in providing an introduction to Senator Cosgrove, if necessary.

e) Presentation on Flyover / Back Entrance at the Regional Landfill

Based on the discussions at the September Executive Committee Meeting, Ms. DeVary reviewed a new presentation on Alternative Entrances to the Regional Landfill, which will be shown to the Board at the October meeting. The presentation highlighted SPSA's Conditional Use Permit (CUP) commitment to the City of Suffolk to find a solution to the safety issue at the current landfill entrance. Mr. Keifer reiterated that this is a regional project. As the data shows, the flyover is the only viable option that fully addresses the safety issues. Lengthy discussions were had on how best to present the information to the Board.

The HRTPO decision on whether or not SPSA will receive RSTP funding was delayed until after the SPSA December Board Meeting, so financial impact projections are still too varied to speculate. If funding is not secured through a RSTP grant or other means, the flyover will need to be funded through the municipal tipping fee.

## f) Audit Presentation and DEQ Financial Assurance

Ms. DeVary reported that the Audit Committee has met to discuss the completed audit, which will be presented virtually at the October meeting. Cherry Bekaert has delivered a financial report that indicates a clean audit with no issues or questions. DEQ financial assurance for the closure and post-closure care of the regional landfill and transfer stations was approved before September 30<sup>th</sup>, as required.

## g) Contract Awards

A contract for five Yard Spotters will be presented at the October meeting. These machines, which are used to move trailers on site, were procured through IFB 03-21 and are consistent with the capital equipment replacement schedule with \$650,000 allocated in the FY 2021 capital budget for their purchase. Staff recommends awarding the contract to Southeast Industrial Equipment, the lowest responsible and responsive bidder, in the amount of \$597,500.

Also to be presented for consideration is SPSA's lease agreement with the Hampton Roads Transportation Accountability Commission (HRTAC). As it has for many years, SPSA leases a portion of the Regional Office Building to HRTAC. The term of the current lease is scheduled to expire November 30, 2020. Ms. DeVary will ask that the Board approve the amendment to the lease agreement, a copy of which will be included in the Board agenda.

## 3. Meeting Adjourned at 2:47 p.m.

## 6. Wheelabrator Portsmouth Monthly Report

January 13, 2021

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

**WHEELBRATOR PORTSMOUTH INC  
TONNAGES REPORT  
CALENDAR YEAR 2020**

MONTH	SPSA ACCEPTABLE WASTE (TONS)	THIRD PARTY ACCEPTABLE WASTE (TONS)	OUT-OF-STATE WASTE (TONS) *	OUTSIDE-AREA WASTE (TONS)	TOTAL TONNAGE	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	RESIDUE DELIVERED TO LANDFILL (TONS)	MM SOLD TO THE GRID (MWHt)
JAN	43,504.60	11,225.45	1,638.94	-	56,368.99	94,652	56,368.99	3,770.70	-	1,600.61	52,598.29	50,885.77	12,468.65	15,292
FEB	36,957.70	14,096.57	1,487.88	-	52,542.15	86,407	52,542.15	4,401.87	-	-	48,140.28	46,936.88	13,940.40	13,820
MAR	43,377.21	10,247.57	1,538.33	-	55,163.11	78,725	55,163.11	4,498.44	-	1,366.78	50,664.67	50,829.17	12,554.31	15,692
APR	48,240.27	12,115.41	1,384.03	-	61,739.71	71,990	61,739.71	5,784.85	-	1,155.49	55,954.86	52,854.05	18,308.77	15,260
MAY	49,517.50	11,230.65	1,376.69	-	62,124.84	62,154	62,124.84	6,224.35	-	1,333.18	55,900.49	56,762.86	16,184.91	18,400
JUN	48,074.82	13,240.99	1,496.10	-	62,811.91	50,952	62,811.91	6,847.76	-	-	55,964.15	53,726.77	19,302.55	17,586
JUL	47,262.05	13,309.34	1,585.08	-	62,156.47	48,949	62,156.47	6,271.99	-	1,381.59	55,884.48	54,077.13	17,381.22	18,467
AUG	49,360.37	14,023.46	1,836.37	-	65,220.20	47,839	65,220.20	6,053.24	-	5,068.74	59,166.96	56,306.54	13,984.72	16,965
SEP	52,039.91	3,140.41	1,519.76	-	56,700.08	45,637	56,700.08	5,459.41	-	4,045.14	51,240.67	50,967.19	12,811.16	17,412
OCT	48,992.77	7,466.94	1,630.52	-	58,090.23	48,694	58,090.23	5,910.20	-	1,838.10	52,180.03	53,925.22	15,868.59	18,518
NOV	46,988.85	8,706.76	1,298.91	-	56,994.52	55,924	56,994.52	4,721.85	-	984.42	52,272.67	51,445.41	13,178.97	16,144
DEC	47,999.73	9,490.97	1,291.40	-	58,782.10	74,821	58,782.10	5,071.52	-	114.47	53,710.58	50,358.43	13,568.98	15,246
YTD TOTAL	562,315.78	128,294.52	18,084.01	-	708,694.31	766,743.00	708,694.31	65,016.18	-	18,888.52	643,678.13	629,075.42	179,553.23	198,802.00

\* 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	94%	156.00	22.00	95%	96.00	1.00
MAR	95%	-	157.00	90%	-	223.00
APR	89%	152.00	163.00	95%	-	105.00
MAY	89%	156.00	168.00	89%	-	226.00
JUN	91%	156.00	111.00	99.5%	-	10.00
JUL	90%	156.00	133.00	91%	-	203.00
AUG	88%	132.00	226.00	99.9%	-	2.00
SEP	88%	156.00	203.00	99.3%	-	15.00
OCT	91%	137.00	139.00	98%	-	45.00
NOV	88%	-	333.00	99.7%	-	7.00
DEC	88%	156.00	195.00	100%	-	-
<b>YTD TOTAL</b>	90%	1,513.00	2,037.00	96%	141.00	838.00



**WHEELABRATOR PORTSMOUTH INC**

**SUPPLEMENTAL INFORMATION**

**December 2020**

Total Waste received by SPSA:	48,000 tons
Waste delivered to RDF:	58,782 tons
Total RDF processed:	50,358 tons
Residue sent to landfill:	13,569 tons*
Electric power sold:	15,246 MW
Steam sold to Navy:	74,821 K-LBS
Overall Boiler availability:	88%
Overall Generator availability:	100%
Environmental Incidents	0

OSHA Recordable Accidents this period:	0
OSHA Recordable Accidents YTD:	5

**General Notes:**

\* This total includes 2,281.22 tons of non-qualifying residue delivered to the landfill this period, qualifying residue 83.19% for December.

\* Boiler 3 outage completed this period to include Superheater changeout, grate, flue gas, RDF system, ash removal and baghouse repairs. Superheater replacement was brought forward to this year to rectify two recent Superheater tube failures.

**Wheelabrator Portsmouth Inc.**

**Monthly Report for the Month of December 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 (NOVs) or orders, and no such NOVs, proceedings, orders or investigations are pending, for the subject period.

**Tests Completed:**

Monthly Industrial Discharge Samples  
Fuel Oil Sample  
Quarterly Ash Test

**Tests Planned:**

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

**Inspections:**

None

**Air Quality Violations:**

None

**Safety Issues:**

OSHA Recordable Accidents this period:	1
OSHA Recordable Accidents YTD:	5
Lost Time Accidents this period:	0
Lost Time Accidents YTD:	0

**Op Stats: see attached spreadsheet**


**Upcoming Planned Outages:**

2020 Outages

December 6-11                      Boiler 3

2021 Outages

January 10-16	Boiler 4
February 7-13	Boiler 1
March 14-22	Boiler 2
April	No outage
May 9-15	Boiler 3
June 13-19	Boiler 4
July 11-17	Boiler 1
August 15-21	Boiler 2
September 12-18	Boiler 3
October 17-23	Boiler 4
November	No outage
December 12-18	Boiler 1

WheLABRATOR RDF and WTE Operational Summary			KEY:		
Provided by Wheelabrator Portsmouth			Change Since Last Report		
Period	December 1 to December 31, 2020		All Is Well		
			Working On		
			Noted Issue		
Item	Metric Item	Metric	Performance	Status	Comments
<b>1</b>	<b>Regulatory Compliance</b>				
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
<b>2</b>	<b>RDF Tipping Floor Operations</b>				
2.1	Wait Times	<30 min			Wait times were less than 30 minutes
2.2	Floor Volume	<1,000 Tons	Noted issue		Diverted tonnage through MBI and direct commercial during plant upset conditions to manage wait times
2.3	Equipment Utilization	Key equipment fully operational and deployed	All 3 lines shredder overhaul/minors are now completed		
<b>3</b>	<b>Ash</b>				
3.1	Ash Delivered to RLF	Actual Tons	13,569		
3.2	Percentage of Ash Re-classified	<20%	2,281		Reclassified was 16.81%
3.3	Percentage of Ash used as ADC	> 80%	11,288		ADC was 83.19%
3.4	Rejected Loads of Ash	0	0		
<b>4</b>	<b>WTE</b>				
4.1	Boiler Availability	> 90%	88.00%		Driven by running over on Scheduled outage due to changing out SH this year instead of next to rectify recent tube failures
4.2	TG Availability	> 90%	100.00%		
4.3	Ash Screener Availability	> 95 %	90.00%		Driven by hydraulics hose issues, Power Screen working the issues
<b>5</b>	<b>Cleanliness/Litter Control</b>				
5.1	Citizen Complaints	0			Overall cleanliness of the facility continues to improve.
5.2	Odor Complaints	0			No issues during reporting period
<p><b>Acronym Definitions</b>  <b>RDF</b> - Refuse Derived Fuel, <b>WTE</b> - Waste To Energy, <b>VPDES</b> - Virginia Pollution Discharge Elimination System, <b>ADC</b> - Alternative Daily Cover, <b>TG</b> - Turbine Generator</p>					

## 7. Financial Report

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

For the month ending December 31, 2020, total revenues exceeded total expenses by approximately \$5.4 million as compared to \$3 million in the previous year.

Tipping fee revenue received FYTD reflects an increase of 8% or approximately \$1.7 million as compared to fiscal year 2020. Municipal waste tons are up approximately 16.5% or 37,607 tons as compared to fiscal year 2020.

For the month ending December 31, 2020, total expenses were approximately \$20.8 million as compared to \$20.4 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 2021 budget on a straight-lined basis and the line graph represents the prior fiscal year for comparison.

### **Waste Stream Report**

This report has been developed to provide the status of tonnages received as compared to the amounts budgeted. For the month ending December 31, 2020, municipal waste tonnages reflect an increase of 16.5% or approximately 37,607 tons as compared to December 31, 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 December 31, 2020, operating cash balances were approximately \$47.8 million representing approximately \$5.8 million in the operating account, \$5.9 million in undesignated fund balance, \$13,950 for FY 2020 Rolled Purchase Orders, \$314,757 for unencumbered capital budget for FY 2020, \$2.5 million reserved for the HRSD Force Main, \$271,822 for Landfill Expansion Purchase Orders and \$32.9 million designated for landfill expansion/closure.

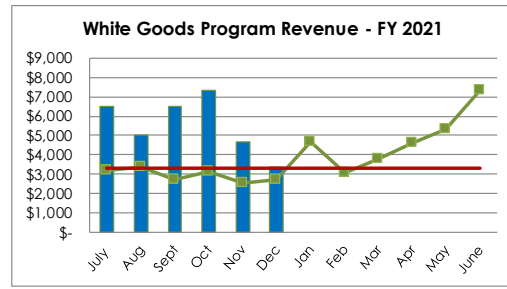
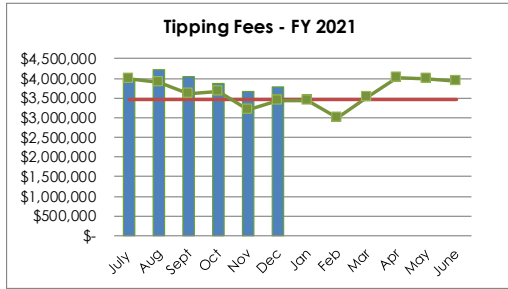
**MOTION:** Do I hear a motion that the SPSA Monthly Financial Reports, subject to audit, be approved as presented?

Southeastern Public Service Authority								
Statement of Revenue and Expenses - Budget to Actual Comparison								
For the Period Ending December 31, 2020								
	December 2020				December 2019			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
<b>REVENUES</b>								
Tipping Fees	\$ 41,756,055	\$ 3,774,392	\$ 23,548,628	56.4%	\$ 41,631,237	\$ 3,426,284	\$ 21,821,310	52.4%
Tire program	600,000	47,208	304,385	50.7%	515,200	37,605	290,672	56.4%
Household Hazardous Waste Revenue	333,000	26,239	202,659	60.9%	305,000	19,296	190,496	62.5%
White Goods Program	40,000	3,369	33,367	83.4%	35,000	2,743	17,672	50.5%
Landfill Gas Recovery	260,000	18,639	111,270	42.8%	312,000	29,769	135,186	43.3%
Miscellaneous Income	332,491	20,879	1,294,698	389.4%	333,775	25,371	233,260	69.9%
Interest Earnings	450,000	(2,850)	359,151	79.8%	350,000	30,818	213,089	60.9%
Fund Balance / Capital / Rolled PO's	410,933	24,624	82,225	20.0%	799,255	66,775	429,950	53.8%
Fund Balance / Landfill Expansion	565,012	22,298	263,361	46.6%	518,111	-	-	0.0%
<b>TOTAL REVENUES</b>	<b>\$ 44,747,491</b>	<b>\$ 3,934,798</b>	<b>\$ 26,199,743</b>	<b>58.6%</b>	<b>\$ 44,799,578</b>	<b>\$ 3,638,662</b>	<b>\$ 23,331,636</b>	<b>52.1%</b>
<b>OPERATING EXPENSES</b>								
Administration								
Salaries / Wages	\$ 837,565	\$ 94,891	\$ 423,579	50.6%	\$ 892,877	\$ 62,626	\$ 359,257	40.2%
Employee Benefits	212,102	15,710	92,498	43.6%	231,231	14,874	82,377	35.6%
Professional / Contracted Services	703,063	19,277	133,696	19.0%	727,254	24,947	225,382	31.0%
Other Operating Expenses	223,872	18,002	102,971	46.0%	231,521	16,100	92,262	39.9%
Materials / Supplies	17,888	962	3,860	21.6%	22,301	340	6,088	27.3%
Total Administration	\$ 1,994,490	\$ 148,843	\$ 756,604	37.9%	\$ 2,105,184	\$ 118,886	\$ 765,366	36.4%
Environmental Management								
Salaries / Wages	\$ 319,891	\$ 33,282	\$ 148,243	46.3%	\$ 291,479	\$ 20,155	\$ 132,902	45.6%
Employee Benefits	114,101	8,334	45,614	40.0%	101,641	8,903	50,169	49.4%
Professional / Contracted Services	78,200	210	28,618	36.6%	74,200	836	19,468	26.2%
Other Operating Expenses	13,700	2,953	5,298	38.7%	10,174	387	2,222	21.8%
Materials / Supplies	22,838	889	3,739	16.4%	22,368	1,222	5,173	23.1%
Total Environmental Management	\$ 548,730	\$ 45,667	\$ 231,513	42.2%	\$ 499,862	\$ 31,503	\$ 209,933	42.0%
Operations								
Salaries / Wages	\$ 5,731,396	\$ 615,053	\$ 2,810,626	49.0%	\$ 5,841,183	\$ 413,260	\$ 2,551,944	43.7%
Employee Benefits	1,917,326	167,083	910,378	47.5%	1,940,329	150,159	881,595	45.4%
Professional / Contracted Services	3,003,643	271,896	1,341,977	44.7%	2,920,332	308,057	1,291,199	44.2%
Other Operating Expenses	1,053,761	(21,561)	316,984	30.1%	1,066,852	86,549	357,116	33.5%
Materials / Supplies	1,813,457	109,479	586,208	32.3%	1,883,733	125,419	699,980	37.2%
Total Operations	\$ 13,519,583	\$ 1,141,950	\$ 5,966,174	44.1%	\$ 13,652,429	\$ 1,083,444	\$ 5,781,834	42.4%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 16,062,803</b>	<b>\$ 1,336,459</b>	<b>\$ 6,954,291</b>	<b>43.3%</b>	<b>\$ 16,257,475</b>	<b>\$ 1,233,833</b>	<b>\$ 6,757,133</b>	<b>41.6%</b>
<b>CAPITAL PROJECTS / EQUIPMENT REPLACEMENT</b>								
Cell 8/9 Permitting	565,012	22,298	263,360.75	46.6%				
RLF - Asphalt Overlay	27,090	-	27,090.00	100.0%				
RLF - Cells I-IV Repair	25,875	-	25,875.00	100.0%				
RLF - TRACTOR W/SIDE BOOM	123,821	-	123,820.80	100.0%				
RLF - PUMP	35,000	-	-	0.0%				
RLF - DOZER	528,884	528,884	528,884.00	100.0%				
FLT - COALESCER	13,340	13,340	13,340.00	100.0%				
TSP - ROAD TRACTORS	599,888	-	-	0.0%				
CTS - YARD DOG	119,500	-	-	0.0%				
FIS - YARD DOG	119,500	-	-	0.0%				
IWTS - YARD DOG	119,500	-	-	0.0%				
LTS - WHEELED LOADER	518,096	-	-	0.0%				
OTS - YARD DOG	119,500	-	-	0.0%				
STS - YARD DOG	119,500	-	-	0.0%				
TPS - TIRE SHREDDER	643,880	-	-	0.0%				
ROB - UPGRADE LIGHTING TO LED	100,000	-	-	0.0%				
RLF - GUARDSHACK	18,000	-	-	0.0%				
RLF - DEMO/CONSTRUCTION	84,000	-	-	0.0%				
TSP - PAINT TRACTORS	84,200	4,210	4,210.00					
UNDESIGNATED	555,423	-	-	0.0%				
<b>TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT</b>	<b>\$ 4,520,009</b>	<b>\$ 568,732</b>	<b>\$ 986,581</b>	<b>21.8%</b>	<b>\$ 4,903,156</b>	<b>\$ 1,251,239</b>	<b>\$ 1,848,795</b>	<b>37.7%</b>
<b>OTHER USES</b>								
Contracted Waste Disposal	\$ 19,820,929	\$ 1,715,278	\$ 10,682,528	53.9%	\$ 19,295,197	\$ 1,712,718	\$ 7,005,285	36.3%
Suffolk Environmental Trust Fund	5,000	-	-	0.0%	5,000	-	-	0.0%
Reserves for Landfill Expansion/Closure	4,338,750	361,563	2,169,375	50.0%	4,338,750	361,563	2,169,375	50.0%
<b>TOTAL OTHER USES</b>	<b>\$ 24,164,679</b>	<b>\$ 2,076,841</b>	<b>\$ 12,851,903</b>	<b>53.2%</b>	<b>\$ 23,638,947</b>	<b>\$ 1,834,790</b>	<b>\$ 11,745,278</b>	<b>49.7%</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 44,747,491</b>	<b>\$ 3,982,032</b>	<b>\$ 20,792,775</b>	<b>46.5%</b>	<b>\$ 44,799,578</b>	<b>\$ 4,319,862</b>	<b>\$ 20,351,206</b>	<b>45.4%</b>
<b>NET REVENUES / (EXPENSES)</b>	<b>\$ -</b>	<b>\$ (47,234)</b>	<b>\$ 5,406,969</b>		<b>\$ -</b>	<b>\$ (681,200)</b>	<b>\$ 2,980,430</b>	
<b>A Budget has been adjusted by \$946,115 for purchase orders rolled over from FY 2020 and unencumbered funds from the capital budget.</b>								

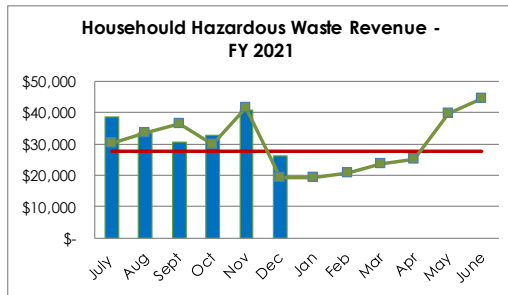
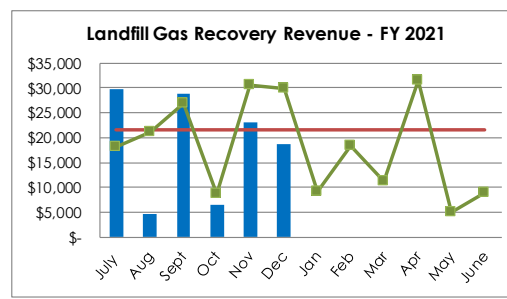
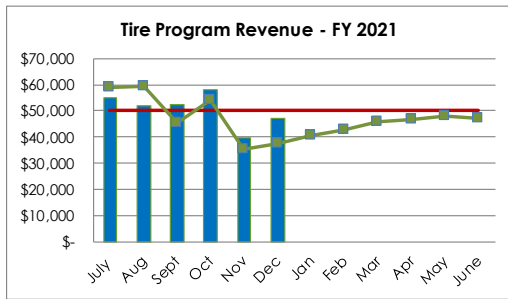
<b>Southeastern Public Service Authority</b>							
<b>Monthly Expense Line Items</b>							
<b>Description</b>	<b>FY 2021 Budget</b>	<b>Oct-20</b>	<b>Nov-20</b>	<b>Dec-20</b>	<b>FYTD</b>	<b>From Previous Month \$ Change</b>	<b>% Change</b>
Salaries Exempt	\$ 1,974,694	\$ 179,786	\$ 150,970	\$ 226,455	\$ 976,189	\$ 75,485	50.0%
Salaries Non-Exempt	4,599,858	473,213	324,261	496,634	2,273,777	172,373	53.2%
Overtime	314,300	16,606	20,400	20,138	132,483	(262)	-1.3%
Fica / Medicare Tax	526,999	48,441	35,140	52,425	238,715	17,284	49.2%
VRS Retirement	43,063	3,183	3,313	3,367	19,020	54	1.6%
Health Insurance	1,418,550	114,001	115,306	115,448	672,104	143	0.1%
Vrs Group Life Insurance	84,663	6,641	6,693	6,732	39,735	39	0.6%
Unemployment Insurance	1,128	20	16	19	100	3	19.3%
Workers Compensation	169,126	13,136	13,136	13,136	78,816	-	0.0%
Medical Fees	14,000	1,120	675	790	4,350	115	17.0%
Security Service	84,000	6,535	6,548	6,630	39,913	82	1.2%
Professional Services	162,761	13,858	6,907	95	37,778	(6,813)	-98.6%
Engineering Services	276,001	21,341	11,893	64	78,981	(11,829)	-99.5%
Landfill Survey	7,500	-	-	-	-	-	N/A
Legal Fees	325,000	2,802	19,056	12,411	37,717	(6,645)	-34.9%
Environmental Testing	103,000	1,672	11,257	1,807	35,004	(9,450)	-83.9%
Fire Protection	8,000	915	-	1,968	4,846	1,968	N/A
Temporary Employment Services	34,320	-	949	965	6,724	17	1.7%
Uniform Rental	50,976	3,006	829	2,462	16,236	1,634	197.2%
Maintenance Service Agreements	163,082	6,004	2,159.57	8,076	53,309	5,916	274.0%
Grounds Maintenance	104,190	8,409	3,452	6,884	35,567	3,432	99.4%
Hazardous Waste Disp/Cleanup	57,000	-	11,710	-	23,270	(11,710)	-100.0%
Equipment Maintenance	990,800	59,171	54,638	135,402	405,709	80,765	147.8%
Building / Site Maintenance	677,749	98,745	59,589	59,951	307,110	362	0.6%
Leachate Pumping Station Maint	38,735	3,790	7,971	-	15,359	(7,971)	-100.0%
Advertising	9,500	200	524	-	2,143	(524)	-100.0%
Trustee Expense	1,000	-	-	-	-	-	N/A
Permit Fees	94,892	390	-	-	88,329	-	N/A
Suffolk Host Fee	582,400	49,923	47,536	53,876	311,946	6,340	13.3%
Electricity	217,600	15,429	13,941	14,174	72,349	232	1.7%
Heating/Gas/Propane	11,500	152	73	862	1,369	789	1081.1%
Water / Sewer	42,192	9,437	2,270	2,953	18,903	682	30.0%
Leachate Treatment	380,000	22,694	-	-	45,153	-	N/A
Telephone	112,000	8,628	9,298	9,179	49,824	(119)	-1.3%
Postage	2,060	243	68	68	535	-	0.0%
Radio Communication & Repair	4,500	22	-	-	351	-	N/A
Insurance & Bonding	207,908	17,182	17,182	17,182	103,592	-	0.0%
Landfill Fire Expenses	0	(21,052)	(19,903)	(67,250)	510	(47,347)	237.9%
Equipment Rental	35,000	-	523	903	2,558	380	72.7%
Land Lease Payment	3,500	292	292	292	1,750	-	0.0%
Tire De-Rimming Service	5,000	-	-	-	1,802	-	N/A
Travel And Training	42,300	365	278	2,862	3,703	2,583	928.0%
Road Tolls	171,885	14,746	14,317	14,378	90,347	61	0.4%
Membership & Professional Dues	3,888	-	-	-	1,048	-	N/A
Bank Fees	42,000	4,270	4,404	3,392	23,764	(1,012)	-23.0%
Awards Programs	9,000	49	6,800	399	7,696	(6,401)	-94.1%
EMS Support Program	1,000	-	-	-	-	-	N/A
Office Supplies	13,350	1,745	287	1,237	5,521	951	331.9%
Dues & Subscriptions	16,950	610	1,166	648	9,001	(518)	-44.4%
Other Operating Supplies	92,886	9,943	6,812	6,426	36,123	(386)	-5.7%
Vehicle / Equipment Fuel	913,329	27,057	38,702	46,149	230,496	7,446	19.2%
Vehicle / Equipment Tires	747,700	44,724	47,451	51,178	286,317	3,727	7.9%
Safety Apparel & Equipment	25,150	4,000	2,687	1,863	16,245	(824)	-30.7%
Small Equipment	34,818	392	579	3,390	9,638	2,811	485.6%
Computer Hardware	10,000	-	-	440	465	440	N/A
<b>Total Operating Expenses</b>	<b>\$ 16,062,803</b>	<b>\$ 1,293,837</b>	<b>\$ 1,062,155</b>	<b>\$ 1,336,459</b>	<b>\$ 6,954,291</b>	<b>\$ 274,305</b>	<b>25.8%</b>
Capital Projects/Equip Replacement	\$ 4,520,009	224,888	58,752	568,732	986,581	509,980	868.0%
Contracted Waste Disposal	19,820,929	1,751,492	1,678,280	1,715,278	10,682,528	36,999	2.2%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	-	N/A
Reserves for Landfill Expansion/Closu	4,338,750	361,563	361,563	361,563	2,169,375	-	0.0%
<b>Total Expenses</b>	<b>\$ 44,747,491</b>	<b>\$ 3,631,779</b>	<b>\$ 3,160,749</b>	<b>\$ 3,982,032</b>	<b>\$ 20,792,775</b>	<b>\$ 821,283</b>	<b>26.0%</b>

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

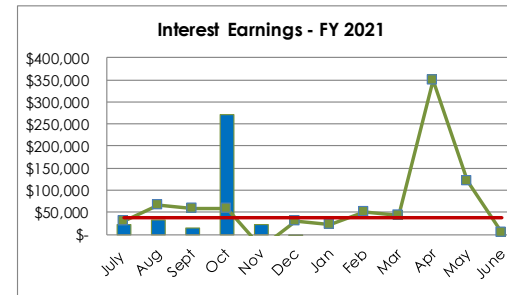
FY 2021 (bar)  
FY 2020  
FY 2021 Budget



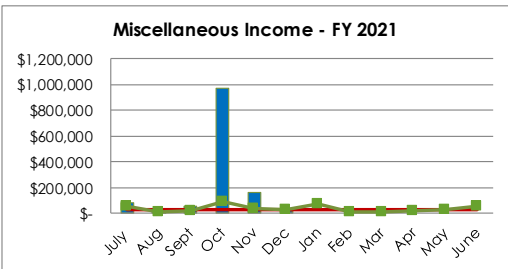
\* Monthly revenue is dependent on users.



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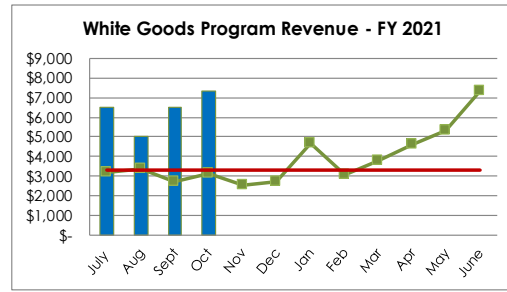
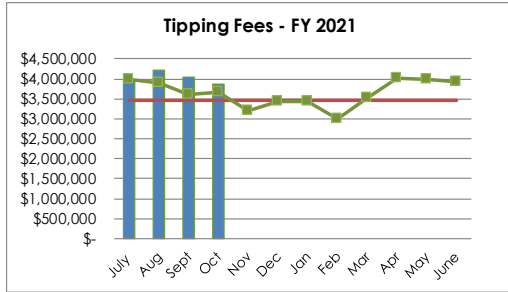


Interest payments vary based on investment date and maturity date.

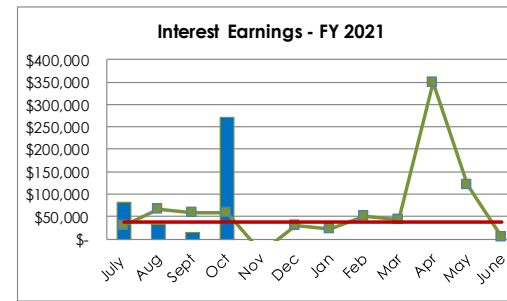
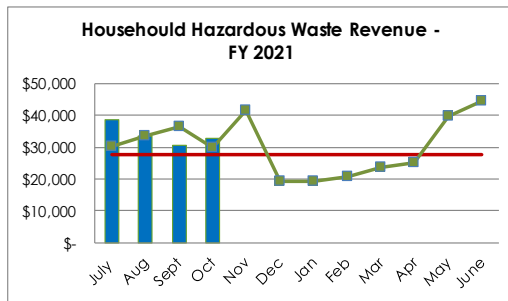
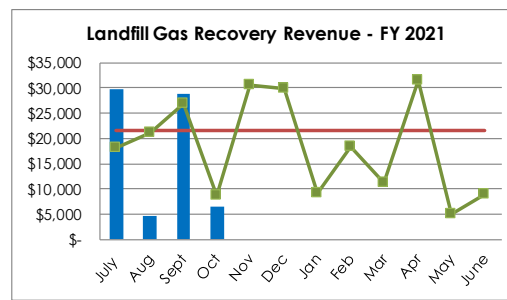
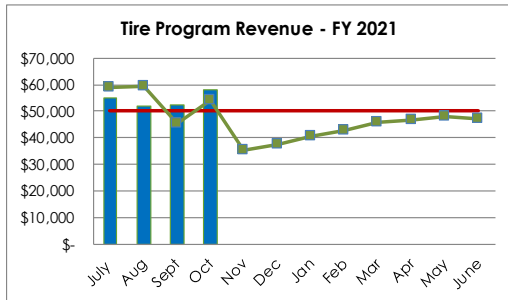


**Southeastern Public Service Authority  
Monthly Comparison of Revenues and Expenses**

FY 2021 (bar)  
FY 2020  
FY 2021 Budget

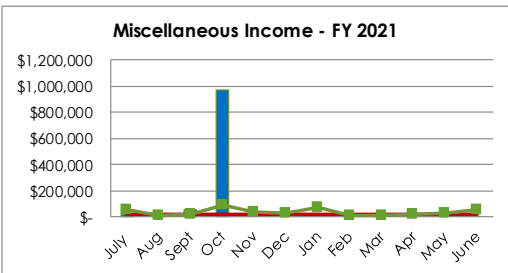


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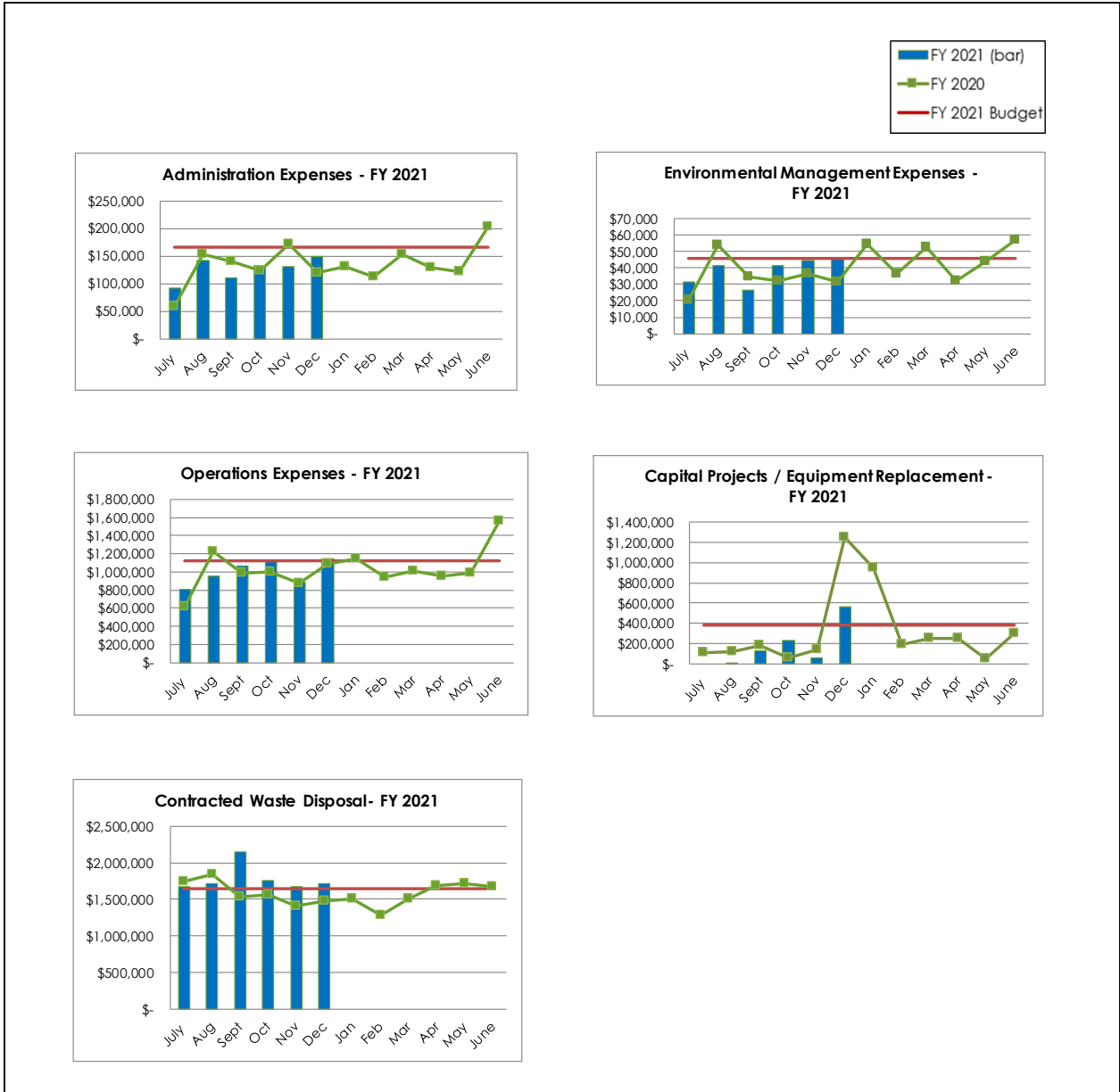


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Interest payments vary based on investment date and maturity date.



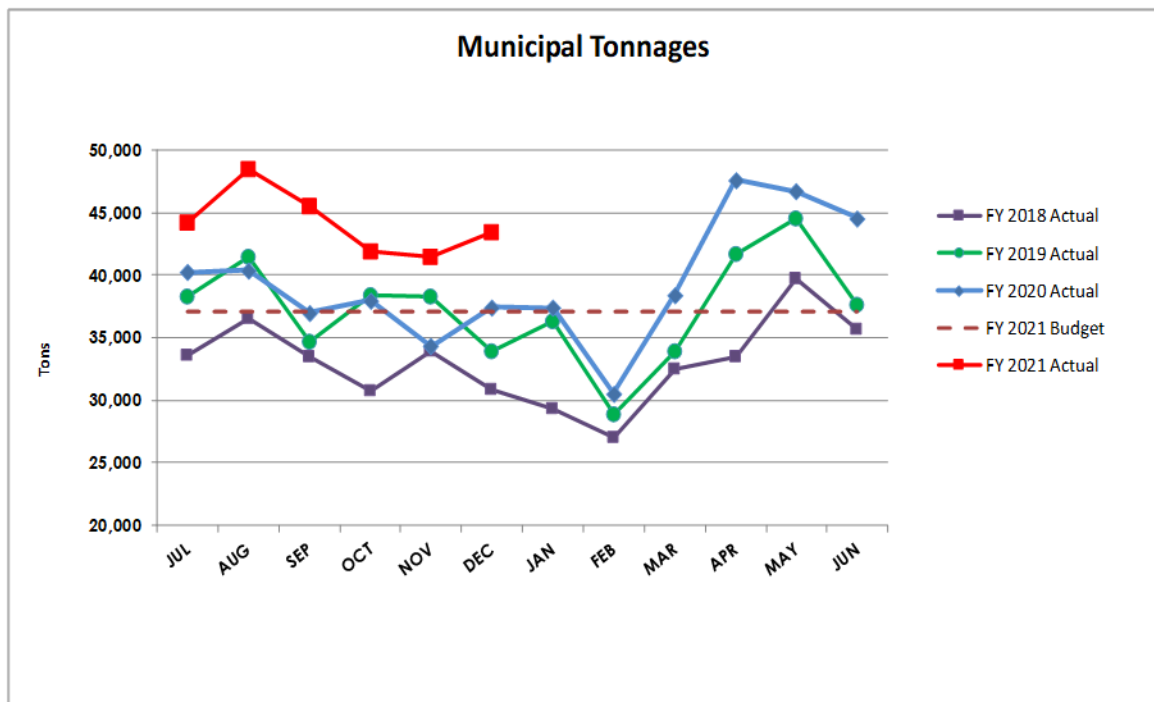




**Southeastern Public Service Authority (SPSA)  
Waste Stream**

Waste Category	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2021	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 12/31/2020	% of Budget
<b>Waste Stream Budgeted under Tipping Fees</b>							
Municipal Waste							
Chesapeake	90,926	90,896	105,353	112,154	107,000	60,318	56.4%
Franklin	2,690	2,698	2,955	3,276	3,000	1,788	59.6%
Isle of Wight	15,180	16,883	17,265	17,102	17,200	9,127	53.1%
Norfolk	64,575	62,587	90,129	92,423	88,000	49,397	56.1%
Portsmouth	30,023	32,769	40,222	43,829	40,500	23,509	58.0%
Southampton	8,593	8,910	10,675	9,881	10,800	4,895	45.3%
Suffolk	45,645	40,847	42,325	46,614	38,900	25,729	66.1%
Virginia Beach	130,645	127,483	138,823	147,250	139,600	90,192	64.6%
Residential (Free of Charge)	11,223	13,711	-	-	-	-	N/A
<b>Total Municipal Waste</b>	<b>399,500</b>	<b>396,784</b>	<b>447,747</b>	<b>472,529</b>	<b>445,000</b>	<b>264,955</b>	<b>59.5%</b>
Sludge - Norfolk	4,782	5,586	6,040	4,725	5,500	2,226	40.5%
Navy Waste	24,500	26,653	26,265	24,974	25,500	13,366	52.4%
SPSA Contracted Waste	26,437	65,936	146,442	130,777	130,000	66,174	50.9%
Construction & Demolition Debris	14,252	14,850	9,808	9,312	15,000	3,181	21.2%
Non-Contract Waste	-	15,469	36,682	39,588	35,500	22,553	63.5%
<b>Total Other Waste</b>	<b>69,971</b>	<b>128,494</b>	<b>225,237</b>	<b>209,377</b>	<b>211,500</b>	<b>107,500</b>	<b>50.8%</b>
<b>Total Waste Stream</b>	<b>469,471</b>	<b>525,278</b>	<b>672,984</b>	<b>681,906</b>	<b>656,500</b>	<b>372,455</b>	<b>56.7%</b>

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



<b>Southeastern Public Service Authority (SPSA) Regional Landfill Waste Stream</b>												
Types of Waste (tons)	FY 2017	FY 2018	FY 2019	FY 2020	July	Aug	Sept	Oct	Nov	Dec	FYTD	
	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	FY 2021	
Construction and Demolition Debris	14,252	14,850	9,807	9,312	514	615	568	580	493	412	3,182	
Water Treatment Plant Sludge	4,927	5,717	6,039	4,725	426	352	295	321	469	362	2,225	
Industrial Waste	846	379	295	660	12	21	11	383	-	-	427	
Soils for Use as Alternate Daily Cover	18,935	9,990	8,630	6,602	439	610	538	680	379	67	2,713	
Clean Fill	25,369	26,396	5,940	97,970	805	337	534	283	185	-	2,144	
Peanut Residue/Hulls	5,650	9,366	4,023	4,907	477	382	394	383	336	269	2,241	
Non-Processible Municipal Solid Waste	5,765	3,791	867	1,570	536	707	269	456	255	253	2,476	
Navy Waste <sup>2</sup>	150	154	359	237	7	3	15	17	11	22	75	
Non-Processible Commercial Waste <sup>2</sup>	4,518	2,631	598	650	36	46	62	72	91	70	377	
Concrete/Asphalt	3	-	133	116	-	-	-	-	-	-	-	
Shredded Tires	3,289	4,586	5,394	6,144	724	304	860	578	357	252	3,075	
Ash - Qualifying	174,420	179,361	113,979	112,585	14,844	12,734	11,545	14,862	12,149	11,288	77,422	
Non-Qualifying Ash	-	-	52,998	58,912	2,537	1,251	1,267	1,007	1,030	2,281	9,373	
MSW from FIS, IWTS, STS	-	46,011	102,702	106,908	9,655	10,061	10,169	9,305	9,207	9,729	58,126	
Clean Fill - Clearfield	28,226	31,709	51,540	57,872	5,670	5,385	3,231	3,912	3,534	2,835	24,567	
Residual Waste - Clearfield	9,771	5,585	436	446	76	76	76	95	95	76	494	
Diverted Processible Waste (from 1st Station)	11,337	201	2,518	2,127	-	-	-	-	-	-	-	
<b>Total</b>	<b>307,458</b>	<b>340,727</b>	<b>366,258</b>	<b>471,743</b>	<b>36,758</b>	<b>32,884</b>	<b>29,834</b>	<b>32,934</b>	<b>28,591</b>	<b>27,916</b>	<b>188,917</b>	

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

<sup>2</sup> Boats, Flour, Frozen Foods, Other items too large for Suffolk Transfer Station

<b>Southeastern Public Service Authority                      Treasurer's Report of Cash Balances                      For the Month Ending December 31, 2020</b>						
Fund Type	Beginning Balance	Deposits / Transfers In	Interest Earnings	Payables / Transfers Out	Payroll	Ending Balance
<b>Unrestricted and Designated Funds (see footnote below):</b>						
Townebank Operating	\$ 3,060,680.44	\$ 4,358,908.06		\$ 4,683,056.32	\$ 763,466.98	\$ 1,973,065.20
Townebank Money Market	21,774.10		0.18			21,774.28
Townebank CD	6,254,087.85					6,254,087.85
Virginia Investment Pool (VIP)	10,830,155.19	1,970,000.00	1,355.61	450,000.00		12,351,510.80
Raymond James & Associates Investments	27,210,552.89		72,101.69	73,824.36		27,208,830.22
<b>Total Unrestricted and Designated Funds</b>	<b>\$ 47,377,250.47</b>	<b>\$ 6,328,908.06</b>	<b>\$ 73,457.48</b>	<b>\$ 5,206,880.68</b>	<b>\$ 763,466.98</b>	<b>\$ 47,809,268.35</b>
<b>Trust Funds:</b>						
Environmental / Va. Beach Landfill	\$ 470,268.57		13.26			470,281.83
Environmental / Regional Landfill	466,640.28		12.96			466,653.24
<b>Total Trust Funds</b>	<b>\$ 936,908.85</b>	<b>\$ -</b>	<b>\$ 26.22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 936,935.07</b>
<b>GRAND TOTAL</b>	<b>\$ 48,314,159.32</b>	<b>\$ 6,328,908.06</b>	<b>\$ 73,483.70</b>	<b>\$ 5,206,880.68</b>	<b>\$ 763,466.98</b>	<b>\$ 48,746,203.42</b>
<b>Cash Balances Designated as follows:</b>						
Operating Funds	\$ 5,839,143.13					
Undesignated (Fund Balance June 30, 2020)	5,974,800.00					
Reserved for FY 2020 Rolled Purchase Orders	\$13,950.59					
Reserved for Capital Budget	314,757.38					
Reserved for HRSD Force-main	2,500,000.00					
Purchase Orders for Landfill Expansion	271,821.54					
Landfill Closure (as of June 30, 2020)	18,633,452.00					
Landfill Expansion	14,261,343.71					
Total Designated Funds	<u>\$ 47,809,268.35</u>					

<b>Southeastern Public Service Authority Budget Transfer Activity For the Month Ending December 31, 2020</b>				
<b>Department</b>	<b>Object</b>	<b>Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
Capital	62118	Repaint Tractors	\$ 84,200.00	
Capital	62999	Undesignated		\$ 84,200.00
Tire Shredder	56100	Office Supplies	\$ 30.00	
Tire Shredder	55430	Tire De-Rimming Service		\$ 30.00
Tire Shredder	53800	Permit Fees	\$ 390.00	
Tire Shredder	55430	Tire De-Rimming Service		\$ 390.00
Landfill	56100	Office Supplies	\$ 300.00	
Landfill	56140	Other Operating Supplies		\$ 300.00
Landstown TS	56140	Other Operating Supplies	\$ 2,000.00	
Landstown TS	53400	Equipment Maintenance		\$ 2,000.00
Capital	62999	Undesignated	\$ 159,680.00	
Capital	62114	TPS - Tire Shredder	\$ 18,880.00	
Capital	62113	TPS - Tire Cutter		\$ 18,880.00
Capital	62104	RLF - Water Truck		\$ 159,680.00
<b>Total Budget Transfers</b>			<b>\$ 265,480.00</b>	<b>\$ 265,480.00</b>
**Per the Strategic Operating Plan, the SPSA Board shall be advised of all budget transfers between cost centers.**				

**8. Other Business**

**9. Adjourn**