

# SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting\*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, March 24, 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/59935891902060816>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing toll-free to 1-877-309-2074 and entering access code 362-894-468. 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 March 23, 2021.

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

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<b>1. Call Meeting to Order .....</b>	<b>1</b>
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<b>3. Chairman’s Comments .....</b>	<b>1</b>
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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 February 24, 2021 Board meeting are included below for Board review and approval.

RECOMMENDED ACTION: Approve the minutes as presented.

MOTION: Do I hear a motion that the February 24, 2021 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

February 24, 2021

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*	(SH)
Mr. David Arnold	(SU)	Mr. Albert Moor	(SU)
VACANT	(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.      ¥ Indicates early departure.

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 Mr. Bobby Wheeler (VB). 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. 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. Ms. Lowe (SH) participated from her office in Southampton County for personal reasons related to the scheduling of other meetings. 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 noted that when things are going well it often goes unnoticed, so he wanted to be sure to take the time to commend Ms. DeVary and all of the SPSA staff for the fine work they continue to do through the pandemic situation.

**4. APPROVAL OF MINUTES**

The minutes of the January 27, 2021 Board Meeting had been distributed. Chairman Keifer asked if there were any additions or changes and there were none.

**Mr. Arnold moved, seconded by Ms. Raulston, to approve the January 27, 2021 minutes of the SPSA Board of Directors as presented. Electronic participants were polled individually. The vote on the motion was unanimous.**

**5. EXECUTIVE DIRECTOR UPDATES**

Ms. DeVary thanked Chairman Keifer for his compliments. She agreed that SPSA staff are doing a great job as they continue to keep operations running smoothly and efficiently.

SPSA's suggested revisions to House Bill 1872, otherwise known as the Cosgrove Bill, have passed the Virginia Senate. The bill was then passed to the House Committee on Cities, Counties, and Towns, and has been read for the second time in the House. Ms. DeVary is optimistic that the bill will pass.

As an update on the Norfolk Naval Shipyard's proposed power plant, Wheelabrator and the Navy are planning to discuss the proposed steam contract extension on March 2<sup>nd</sup>. The Navy has apologized for the delay, citing turnover in contract specialists. They also stated that Wheelabrator's submitted proposal was in line with their expectations. Ms. DeVary is hopeful that there will be more information on the matter next week.

Ms. DeVary also reported that she was contacted by Wheelabrator the previous week with the request that SPSA send more waste to their facility due to seasonally reduced tonnages. Ms. DeVary agreed to have the waste that is usually hauled to the Regional Landfill from Franklin, Isle of Wight, and Suffolk hauled to Wheelabrator instead for a \$10 per ton reduction in SPSA's usual tipping fee. SPSA is hauling about 300 tons of additional municipal solid waste to Wheelabrator a day and will continue to assist Wheelabrator in this way until at least the end of the month.

Ms. DeVary, Mr. Bagley, and SPSA's attorneys are in the process of reviewing the second turn of the draft Amended and Restated Landfill Gas Agreement with Mas Energy. As Ms. DeVary has mentioned previously, the process is taking much longer than anticipated, but now that SPSA has received this second set of revisions, she will be scheduling a call with the attorneys to continue the review.

The Cells VIII and IX permitting process continues to progress slowly. The Army Corps of Engineers and VHB, the third-party contractor, are still working on narrowing down possible alternative landfill sites. As the Board may recall, they have narrowed the selection of off-site alternatives down to six sites. Now they are working on additional criteria to rank the sites with a goal of narrowing down to a single proposed off-site option. There has also been a virtual meeting scheduled for Friday the 26<sup>th</sup> with the Corps, VHB, the EPA, and tribal representatives who wish to be considered consulting parties on the Environmental Impact Statement (EIS). The draft EIS is anticipated for late July 2021 with the final EIS and Record of Decision from the Corps planned for June of 2022. Originally, from the VHB bid, the process was anticipated to take about a year, but the process is now anticipated to take closer to two and a half years. Ms. DeVary mentioned that she would be requesting additional funding for this project during the contracts portion of the meeting.

It has been confirmed that SPSA has been allocated \$500,000 in fiscal year 2027 RSTP funds for the flyover at the Regional Landfill. Based on construction plans for Cell VII to open in 2027, it is necessary that the flyover be completed in 2026. This is because when an old cell is closed and a new one is opened, there is a necessary period of overlap where both cells are in use. This is so that landfill operations staff can be selective about the type of waste that is placed in the new cell to avoid any damage to the liner.

As she has mentioned previously, it is Ms. DeVary's understanding that once a project is approved in the RSTP program, it is common for communities to swap funding years based on which projects are shovel-ready. At the January meeting it was discussed that, due to the uncertainties in future funding opportunities, it would be in SPSA's best interest to go ahead and begin funding the flyover project through the municipal tipping fee starting in fiscal year 2022. Preliminary analysis completed before that meeting indicated that one way to fund the flyover would be to issue a surcharge of \$7.75 to be added to each year's projected tip fee for the next six fiscal years. It was suggested by members of the Board to also look at a surcharge with a gradual increase, or a scenario where the surcharge was ramped up in later years, rather than a level surcharge.

Ms. DeVary also reminded the Board that at the January meeting the idea was raised that accepting federal funding for this project may actually hinder the process due to the associated rules and regulations. Based on this discussion, Ms. DeVary has had several calls with VDOT to determine the advantages and disadvantages of accepting federal funding. According to VDOT, projects that are funded locally take less time to complete the review process, there is no public hearing component for the environmental review, and there are no approvals required from the Federal Highway Administration (FHWA). If locally funded, this project has the potential to save \$600,000 to \$1 million. Ms. DeVary reminded the Board that more will be known about exact costs and savings once VDOT has reached the 30% design stage, which is estimated to occur by the end of September.

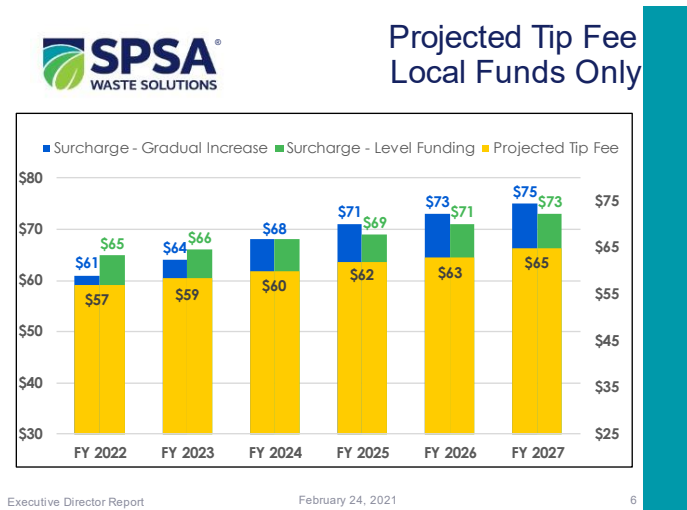
In regards to federally funded projects, there are several regulations that must be followed. Federally funded projects must follow the Davis-Bacon Act for wages, but Ms. DeVary has found that this would not be a significant cost difference for VDOT due to the fact that there is a regional boom in construction projects and contractors are already paying wages at or above those rates. Another mandate is that projects must Buy America for steel, but this is also not likely to raise costs on the flyover. Where the flyover project would be affected is with additional environmental regulations. If using federal funds, an Environmental Assessment would be required, which could delay the completion timeframe. The NEPA process would have to be followed, which is similar to the current EIS being performed for

wetlands permitting for landfill expansion, and has the potential to increase the scope, schedule, and cost of the flyover project. Additionally, SPSA was recently informed that the NEPA process also requires that a phased project must include all phases in the assessment. As the Board may recall, there was a separate regional working group that determined what the flyover would look like and what requirements would need to be included. Phase I created a loop for eastbound traffic to merge onto a flyover via the right side of the highway, cross over all three lanes, and circle around to enter the landfill. Phase II, which Suffolk is interested in constructing, would be an enhancement to Phase I, moving the landfill entrance further east and remedying any sideswiping issues when exiting the landfill and merging across traffic. NEPA would require that both of these phases be covered in the Environmental Assessment.

In addition, the FHWA cannot issue a finding of no significant impact (FONSI) unless funding for both phases of the project is demonstrated. Phase I, the section that is required for SPSA’s needs, is estimated to cost \$39.3 million and Phase II is estimated at \$11 million. If funding must be demonstrated for both phases that could add another year of grant applications and other efforts to acquire that additional funding.

Because of these requirements, Ms. DeVary has discussed this issue with members of the Board and the Executive Committee and they believe that not accepting federal funds may be in SPSA’s best interests. Ms. DeVary went on to present scenarios by which SPSA could fund the flyover project locally through the municipal tipping fee.

Ms. DeVary explained that she graphed the current projected tip fee for fiscal years 2022 through 2027. She then added, on top of the projected tip fee, a side-by-side comparison of a gradual flyover surcharge and a level flyover surcharge. A gradual surcharge would increase a little each year, but a level surcharge would be the same amount tacked on to the projected tip fee for each year.



Ms. DeVary informed the Board that, taking all variables into consideration, what she has laid out amounts to a worst-case funding scenario, particularly for fiscal years 2025 through 2027. The main variable that could affect projections is tonnages received. She also mentioned that her projections do not take into account the usual surpluses that SPSA sees each year.

Ms. DeVary recommends a gradual increase, which would set the fiscal year 2022 tipping fee at \$61 per ton. Then in the coming years have the surcharge increase incrementally. Ms. DeVary reminded the Board that they do not have to make decisions on tip fees for future years at this time, and that a vote on the fiscal year 2022 tip fee was not required at this meeting.

Due to the time constraints and stringent federal requirements, Ms. DeVary and the Executive Committee recommended that SPSA provide funding for Phase I of the SPSA flyover at the Regional Landfill through the municipal tip fee only, which would be local funds. She asked that the Board make a motion to approve that process so that staff is able to give VDOT direction as to how they should formulate the agreements that need to be signed in order to move forward. Ms. DeVary hopes to have agreements for the Board to consider at their March or April meeting. She then opened the floor for discussion.

Mr. Sorey commented that while he is not excited about the prospect of paying for the flyover locally, he sees the wisdom in avoiding federal funding. Particularly, he spoke of Disadvantaged Business Enterprise (DBE) goals and how those requirements have resulted in Chesapeake having to bid a project several times which significantly increased costs. In terms of swapping RSTP funds, Mr. Sorey agrees that it is a regular occurrence, but with SPSA having only been allocated \$500,000 there is little to "swap," meaning that any request from SPSA would be seen more as a "gift," which is considerably less likely to materialize. Mr. Sorey preferred not to vote on the matter at the current meeting, but said he would bring the information presented to officials in Chesapeake. Ms. DeVary thanked Mr. Sorey for his comments and added that VDOT had discussed DBE goals as a challenge, but it was not included in the presentation. She also commented that the transportation funds in discussion affect not only SPSA's eight communities, but many other Hampton Roads communities along the peninsula.

Mr. Broad commented that delaying this decision would be difficult for communities that have a July 1<sup>st</sup> fiscal year, noting that he has already presented his Budget Office with the \$7.75 surcharge proposed at the previous meeting and must now inform them that the fiscal year 2022 rate may be different. Mr. Broad went on to say that, that for communities like Norfolk who have a garbage fee, he would prefer adopting a level funding rate to avoid engaging in the challenging process of asking local Councils to set a new municipal garbage fee each fiscal term, particularly as operational funding fluctuates from year to year and changing rates make it difficult to manage cash flow.

Mr. Wheeler brought up a discussion from the previous meeting regarding waiting to increase the tip fee until VDOT has reached 30% design completion, which would give a better idea on actual costs. Ms. DeVary responded that VDOT has mentioned that they can begin working towards 30% design completion, but that they would likely need an agreement with SPSA before they reach that stage, which is scheduled for the end of September. Ms. DeVary, when she introduces the Budget at next month's meeting, would plan on recommending setting the tip fee at \$61 per ton just for fiscal year 2022. As time goes on and more information is gathered, SPSA will know more for the future. Ms. DeVary asked Mr. Bagley for his thoughts on whether or not VDOT would be able to proceed to September without an agreement from SPSA. Mr. Bagley agreed that VDOT would not want to move forward without an agreement because they don't want to have a cash outlay without a commitment from SPSA to fund the project long term. VDOT will work with SPSA, but they are looking for a commitment sooner rather than later.



Chairman Keifer mentioned the possibility of moving forward without the intent to use federal funding, but perhaps adding it at a later time. Ms. DeVary replied that based on discussions with VDOT, it would be more difficult to go that route because any work that had already progressed would have to stop and VDOT would have to go back and do the additional environmental work. However, if SPSA intends to use federal funding, that process gets started right away. Chairman Keifer clarified that the Board was discussing two separate issues—whether or not to consider federal funding and the proposed tipping fee. He asked for more comments on the federal funding issue for the flyover.

Mr. McCoy commented that the Executive Committee had a lengthy meeting which resulted in their recommendation of not accepting federal funding due to the additional requirements, stating that committing to federal funds adds a large cost to the project. Although \$500,000 in RSTP funding has been awarded, SPSA could decline those funds and they would go to assist a different regional project. Mr. McCoy understands where Mr. Broad is coming from in regards to presenting changing budget numbers to city offices, but suggests framing the reduction from \$7.75 as a temporary reprieve, with the surcharge likely to move back toward \$7.75 in future years. Mr. McCoy recommends that SPA not use federal funds and that the Board accept the Executive Director's recommendation of setting the tipping fee at \$61.

Mr. Moor raised the point that SPSA doesn't have any current federal funding to speak of in terms of this project at this time. He, too, understands Mr. Broad's challenges, having served as utility director. Mr. Moor went on to say that the Board has the opportunity to make a recommendation for the coming year and then have the flexibility to reassess the following year based on new information and a more solid estimate on the project costs. Mr. Moor made the motion to approve using no federal funding and also encouraged the Board to set a course for tip fee funding with the opportunity to change strategy for later years once costs are better known.

Chairman Keifer requested that the matter of federal funding and the matter of the tipping fee be separate motions.

**Mr. Moor moved, seconded by Mr. Broad, to provide funding for Phase I of the SPSA Flyover at the Regional Landfill through the municipal tip fee, and not accept any federal funding. The electronic participants were polled individually. The vote on the motion was unanimous.**

Chairman Keifer returned to a motion on the municipal tipping fee. Mr. Moor clarified that he was not opposed to waiting for the budget presentation to vote on the fiscal year 2022 tipping fee, but would like to continue the discussion for the sake of community budget planning. Chairman Keifer restated that there are two parts to the current discussion, the first being setting the coming year's tip fee at \$61 and the second being taking a gradual approach or a level approach to the flyover surcharge in future years. He asked the Board to state their preferences from a budget planning standpoint.

Mr. Keaton suggested that the Board agree on a general consensus to go with a gradual increase and return to their communities' budget processes with the plan for a \$61 tipping fee to be proposed in the fiscal year 2022 budget presentation at the March meeting. That way members have a planning number to use until SPSA's budget is officially presented.

Chairman Keifer repeated Ms. DeVary's comments that the only tipping fee that needs to be approved is the one for the upcoming fiscal year and that other years can be addressed as they come. Chairman Keifer also asked whether it sounded like the correct course for SPSA to adopt the proposed \$61 tipping fee for FY 2022, and have the option of either continuing with a gradual surcharge or moving to level funding if that makes more sense at the time and vote on that at the next meeting. Mr. Moor indicated that he would make that motion.

Mr. Sorey requested that voting on the tipping fee be tabled until the next meeting to allow time for discussion with the communities' respective councils. Based on the Board's discussion, Mr. Moor officially withdrew his motion to vote on setting the fiscal year's municipal tipping fee at that meeting. Chairman Keifer restated that it is general consensus that Ms. DeVary will present the budget next month with a \$61 tipping fee.

Ms. DeVary added that the past year has taught us that situations can change quickly and that if for any reason grant money or other funding were to come along that it would be presented to the Board, including any new options for federal funds if they make sense at that time. Ms. DeVary reiterated that the current projections are a worst-case scenario, but that it is in SPSA's best interest to move forward with a plan to fund the flyover entirely through the municipal tipping fee.

Mr. Bagley delivered the operational report, stating that over the past reporting period, tonnages at the Regional Landfill remained essentially flat with only an increase of 118 tons over the previous period. Due to the heavy rainfall, 1,862,275 gallons of leachate were sent to HRSD during the reporting period with 848,229 gallons pumped and 1,014,046 hauled. Mr. Bagley noted that this was a tremendous amount of leachate, but that staff was keeping up with the necessary hauling. Wheelabrator continues to do a good job with providing quality ash, with 92% of the ash received qualifying for alternative daily cover. There were no odor complaints for the reporting period.

The old tire shredder has been removed and the floor is being replaced at the tire processing facility, along with other needed repairs, so that when the new tire shredder arrives, the facility will be ready to operate at its highest level. The new tire shredder was expected to be delivered at the first of the month, but the contractor has requested an extension and delivery is now anticipated to be the middle of March.

The Request for Qualifications for design build contractors to perform the reconstruction at the Regional Landfill have been issued and are due a week from Friday. A demolition contract has been issued for the building that was destroyed in the fire and staff is eager to move forward with this project. A few logistical matters remain, including a contract that the Board would be asked to review later in the meeting.

Mr. Bagley reminded the Board that in 2018 SPSA began meeting with the operations staff from each of the localities every other month with the goal of bringing regional information to the frontline staff. The meetings became an opportunity to share ideas, look at best practices, and discuss challenges and solutions in individual communities that could potentially be applied more broadly. The meetings were successful until the pandemic affected operations and members were unable to devote the time, in addition to in-person meetings being curtailed. Mr. Bagley spoke of separate meetings with HRPDC where they commented on how much they learned about actual practice at the Regional Operations Meetings. Presentations were made regularly, including one from Mr. Barnes, and the

program was beneficial in many ways. Mr. Bagley stated that SPSA would like to begin these meetings again and asked the Ex-Officio Members of the Board to please encourage participation from their operations staff as SPSA moves forward with reinstating Regional Operations Meetings. Chairman Keifer commented that he strongly agrees with Mr. Bagley, adding that the meetings build community by sharing issues and ideas, as well as being an opportunity for regional waste management staff to advise on Board issues. He encouraged the community Board Members to advocate for attendance even if only virtually.

Mr. Bagley provided the 2021 Annual Airspace Utilization Update from the reporting period of January 1, 2020 through December 15, 2020. Mr. Bagley opened by saying that while he is privileged to deliver this kind of information to the Board, it is the people who work at the landfill every day and in all conditions that do the work to make numbers like this possible. He thanked Mr. Henry Strickland and Mr. Mike Kelley for the great job they do staying on top of landfill operations. Mr. Bagley referred to the Regional Landfill as SPSA's greatest asset, second only to SPSA's staff. With landfill space becoming harder and harder to acquire, it is essential that processes are efficient and accurate to preserve as much airspace as possible. Mr. Bagley stated that the airspace report should give the Board some comfort that SPSA staff is managing and utilizing airspace very well.



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### The Purpose

- To determine disposal space consumed over a period of time
- To determine remaining disposal area
- To determine compaction ratio
- Ensures the fill plan is being followed
- Better understand Operational Efficiency
- Planning Tool

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### The Process

- Perform flyover with drone to gather topographic information (elevations)
- Perform ground survey if needed
- Use information gathered to develop 3-D drawings
- Compare new drawings to previous drawings to determine cubic yards of space consumed
- Gather weights of all incoming material
- Determine the number of pounds per cubic yard of airspace consumed
- Convert to Airspace Utilization Factor (AUF)

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### What Impacts AUF?

- Type of material
- Density of Material
- Moisture Content of material
- How well material is compacted after placement
- The amount and type of cover used

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### Data Through December 2020

- Total Material Landfilled in 2020
    - > 338,787 Tons
  - Total Volume of Landfill Consumed
    - > 355,981 Cubic Yards
  - Pounds/ Cubic Yard 1,903
  - AUF .95
  - Remaining Capacity 3 million CY
  - Life Expectancy (Cells V and VI) January 2030
- Life Expectancy Assumptions: Waste volume remains at current level  
 1,900 lbs./CY compaction rate  
 All available disposal space will be captured

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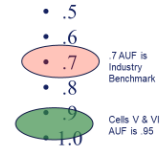


### Compaction Rate and Airspace Utilization Factor

Compaction Rate  
Lbs. / Cubic Yard

Airspace Utilization Factor  
Tons / Cubic Yard

- 1,000
- 1,200
- 1,400
- 1,600
- 1,800
- 2,000



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### Year Over Year Comparison

Metric	2018	2019	2020
Tons Disposed	322,260 Tons	309,952 Tons	338,787 Tons
Airspace Consumed	343,413 CY	320,749 CY	355,981 CY
A.U.F.	.93	.96	.95
Operational In Place Density	1,876 Lbs. / CY	1,932 Lbs. / CY	1,903 Lbs. / CY
Disposed In Place Density	2,005 Lbs. / CY	2,008 Lbs. / CY	1,997 Lbs. / CY

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### Estimated Life of Cells V and VI

300,000 Tons	400,000 Tons	500,000 Tons
9 Years 2/2030	6 years 7m 09/2027	5 years 4m 6/2026

Assumptions

- 1,800 lbs. / CY density for the life of the landfill
- The entire 3 million CY of airspace remaining can be captured

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### Effect of Compaction on Estimated Life

300,000 Tons	400,000 Tons	500,000 Tons
7 years 2/2028	5 years 3m 5/2026	4 years 2m 4/2025

Assumptions

- Compaction rate of 1,400 lbs. / CY
- The entire 3 million CY of airspace remaining can be captured

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### QUESTIONS/COMMENTS

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Mr. Bagley concluded the presentation saying that he was happy to answer any questions. Chairman Keifer commented that it was an excellent analysis of an aspect of business that many do not get to hear about. He asked the Board if there were any further questions.

Mr. Sorey raised the issue that the biggest possible change on the horizon is potentially no longer having a waste to energy option. He asked to look at this scenario and see how it might affect the estimated life of Cells V and VI. Ms. DeVary responded that those concerns were one of the reasons that Mr. Bagley included figures in his presentation showing that capacity will diminish quicker if SPSA is putting more waste in the landfill. Ms. DeVary went

on to say that SPSA is waiting for answers from Wheelabrator and that they, in turn, are waiting on answers from the Navy. As soon as there is more information Ms. DeVary will present it to the Board. Mr. Bagley added that one of the things he and Ms. DeVary are always concerned about is giving the Board accurate information. They certainly have all of the calculations in place, but at this point there are too many variables to consider to confidently speculate on specific numbers.

Mr. Barnes complimented Mr. Bagley on the report, agreeing that airspace is incredibly valuable and that protecting it is a day-to-day responsibility. Some years ago, Mr. Barnes had a question about using GPS on the landfill equipment so that operators know how much compaction is needed and the information is transmitted to a computer for reporting and analysis. He asked if that GPS equipment was in use and if it was one of the components used in efficient airspace utilization. Mr. Bagley responded that the GPS equipment is operational, but the infrastructure equipment that relays the information back to the computer was destroyed in the fire. The equipment on the machines, which is the complex part of the system, has been used consistently with success. When the new administration building is complete, staff will be able to return to the overall tracking of daily use over time. Mr. Barnes spoke about the way the GPS works and Mr. Bagley elaborated that there is a mini computer in each piece of equipment that shows red, yellow, or green. When an operator has made sufficient passes for compaction, the green light comes on. Only so much compaction is possible, so if an operator continues to compact the waste, the computer turns to yellow and then red, indicating wasted fuel and unnecessary wear on the machinery. While Mr. Bagley is eager to get the tracking system back online, the airspace report shows that operators are using the GPS equipment correctly.

Chairman Keifer asked how many of the 338,000 tons deposited in the landfill in 2020 were ash. Ms. DeVary responded that ash accounts for about 170,000 tons, but that neither she or Mr. Bagley had exact numbers in front of them at that time. Chairman Keifer was satisfied with their estimated number.


Ms. DeVary commented that SPSA is very fortunate to have Mr. Bagley monitoring the landfill with such enthusiasm and care. She thanked him for the excellent work he does.

**6. WHEELABRATOR PORTSMOUTH MONTHLY REPORT**


Mr. Clint Stratton presented the Wheelabrator monthly report electronically.

**Wheelabrator Portsmouth**

February 2021 Report to SPSA Board



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



**Wheelabrator Portsmouth January 2021**

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
49,521	50,818	(1,288)	52,258	50,345	1,881	4,736	5,545	909	14,798	14,347	(451)
Volumes remain high			Driven by favorable steam loads and favorable boiler USDT			Lower volumes allowed better NP management			Driven by favorable processing		

Steam Sales			Boilers Unscheduled Downtime			TG's Unscheduled Downtime			Net MWH Sold		
Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan
73,158	86,625	(13,467)	112	152	40	15	0	(15)	14,930	15,886	(956)
Metering issues, swapping to standby Export Line			Great performance month			Troubleshooting issues which led to bearing changeout in February			Favorable steam sales despite meter not reflecting		

- Includes 1,136 tons of non-qualifying residue delivered to landfill, qualifying residue 92.32% for Jan.
- Waste delivered by SPSA to RDF- 40,450 tons; Boiler availability – 91.4%; Turbine Generator availability- 96.3%; Ash Screen availability – 95%
- Boiler 4 scheduled outage completed this period to include grate cleaning, pressure part work, flue gas, SDA and baghouse repairs, RDF feed system screw repairs, ash removal system repairs.
- 1 OSHA Recordable accident this period, 1 for the YTD; 0 environmental incidents and citizen complaints

Questions?



Mr. Stratton offered to answer any questions, but there were none. Chairman Keifer thanked him for the thorough and informative report.

## 7. FINANCIAL REPORT

Ms. DeVary informed the Board that as of January 31, 2021, total revenues exceeded total expenses by approximately \$5.7 million as compared to \$2.5 million in the previous fiscal year. Tipping fees reflect an increase of 6% or approximately \$1.5 million as compared to FY 2020. Municipal waste tons are up approximately 13% or 35,283 tons as compared to last fiscal year. Commercial tons are down 17% or 18,329 tons as compared to last year. As of January 31, 2020, municipal waste tonnages were 299,981 as compared to 264,698 a year ago. Referencing the comparative chart, Ms. DeVary pointed out that there is a dip in municipal tonnages that is often seen in January and February. Given this dip in MSW, Ms. DeVary believes that total tonnages for the fiscal year could reach 500,000 tons rather than the previously projected 530,000 tons. Compared to what was budgeted, tonnages are up 55,000 tons for the year.

Ms. DeVary reported that total expenses fiscal year to date for the month ending January 31<sup>st</sup> were approximately \$23.9 million, compared to \$25 million in the prior fiscal year. Cash balances are at \$48.6 million, currently designated as \$6.3 million in the operating fund, \$5.9 million, the equivalent of 2 months' operating expenses, in undesignated fund balance, \$13,950 in FY 2020 rolled purchase orders, \$314,757 for unencumbered capital budget, \$2.5 million for the proposed HRSD force main, \$228,136 for landfill expansion purchase orders, and \$33.3 million in the landfill expansion and closure fund. Ms. DeVary then opened the floor for questions or comments, but there were none.

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

## 8. CONTRACTS

The first contract for consideration was for solid rubber cutting edges, which are secured to the bottom of the bucket on a wheeled loader to protect the concrete tipping floors. Ms. DeVary noted that SPSA has been using these cutting edges for years, but up to this point, they have been purchased as needed, using the small purchasing procedure of three written quotes, as the individual purchases were well under \$30,000. This contract would be for the entire fiscal year. A bid was issued for unit pricing and Cookson Enterprises, doing business

as Rubberedge, was the only submission. Rubberedge is the company that SPSA has been purchasing from historically. The total annual cost for edges for all the wheeled loaders is around \$62,150. Staff recommends awarding the contract to Cookson Enterprises dba: Rubberedge at the unit costs provided in the bid.

**Mr. Broad moved, seconded by Mr. Sorey, to award the contract to Rubberedge, as presented. The electronic participants were polled individually. The vote on the motion was unanimous.**

The second contract is for an aboveground storage tank (AST) at the Regional Landfill. The underground storage tank (UST) for diesel fuel is larger than what the landfill needs and results in fuel quality issues for new tier IV equipment. Staff recommends replacing the UST with an AST prior to the reconstruction of the administrative building that was destroyed by the fire. As previously discussed, staff is taking this reconstruction as an opportunity to thoroughly examine the site and see what changes would be worthwhile for future operations. The AST will be installed in a location that will be easier for fueling equipment. Staff recommends approving the contract to purchase and install a new 12,000-gallon AST in the amount of \$206,810. The contract was procured through a Sourcewell Cooperative Contract with Blue 1 Energy.

Mr. Maxwell expressed concern that by choosing a Sourcewell Cooperative Contract, SPSA may not be getting the best price. Ms. DeVary explained that while utilizing Sourcewell Cooperative Contracts which have already undergone the full competitive bidding process is regular practice, staff also researched the cost of a non-Sourcewell contract with another company and found it to be significantly higher than Blue 1 Energy.

Chairman Keifer asked if this price includes the removal of the underground storage tank. Ms. DeVary responded that it does not, stating that removal is being handled by another contract that came in under \$30,000.

**Mr. Broad moved, seconded by Ms. Raulston, to award the contract with Blue 1 Energy, as presented. Mr. Arnold abstained from participating in this vote. The electronic participants were polled individually. The vote on the motion passed with all members, with the exception of Mr. Arnold, voting in favor of the award as presented.**

The final contract for consideration was for the amendment of the VHB third-party contract for preparation of the Environmental Impact Statement (EIS) at the direction of the Army Corps of Engineers. As a third party, VHB works for the Corps, but is paid by SPSA. This contract was awarded last year because the preparation of the EIS is necessary for the wetlands permitting process required for the expansion of the Regional Landfill.

At the time of the original contract award, the Board was made aware that the Corps had yet to determine the scope of work that would be required for the alternatives analysis and there would likely be more funding required. That scope of work has now been fully defined and will require significantly more time and the use of more consultants to complete the EIS. The original timeline was one year. It has now been revised to two years from the date the notice of intent to expand the Regional Landfill was posted in the Federal Register, which was in June of 2020.



The EIS will include the proposed expansion, one onsite alternative, one off-site alternative, and a no-action alternative. The onsite alternative would reduce the wetlands impact by approximately 9 acres and has already been permitted. It would involve bridging the gap between Cells V and VII once Cell VII is complete. The no-action alternative would address hauling the waste elsewhere or perhaps recycling initiatives. The draft EIS is scheduled for July 2021 with the final EIS and Record of Decision in June 2022.

The original contract was for \$488,111. The revised contract, which would be to the end of the process, is \$1,288,155, which is an increase of \$800,044. The contract is based on time and materials and Ms. DeVary has insisted that VHB look at all possibilities to arrive at this final number. If they do not need all of the funds, and Ms. DeVary thinks this may be the case, the money will not be spent. She asked the Board to consider that the reason this process is now taking two and a half years, rather than one, is because the Corps must go through an incredibly in-depth documentation process along with all the time and effort devoted to alternative analysis and public scoping processes. Additionally, the Corps has learned that they will need to conduct a thorough cultural resources analysis not only on the proposed Cells VIII and IX, but on the land for the off-site alternative, as well. All of this requires more meetings between the Corps and VHB, which were not anticipated. Everything, including the filing of the notice in the federal register, which did not happen until six months into the process, has taken significantly longer than any of the parties expected. Ms. DeVary opened the floor for questions.

Mr. Arnold asked for, and received, confirmation that this is a contract amendment rather than a contract award. Noting that the cost estimate has increased more than \$800,000, he went on to ask if there was a cap or a Not to Exceed clause in the contract. Ms. DeVary responded that the contract is for a set amount, so that any plan to exceed would have to be brought to the Board for approval. She added that she has been attempting to get this revised estimate for several months, but that the Corps and VHB were still determining their process. Mr. Arnold raised concerns about approving the contract amendment with no assurance that the costs would not increase again. Ms. DeVary stated that it is accurate that if the Corps requests more work there may be additional costs, but she is hopeful that the current estimate, which VHB spent a great deal of time compiling, has taken all expenditures into account.

Mr. Maxwell expressed his disturbance that the contract amendment is three times the original bid. He asked how long SPSA has been working with VHB. Ms. DeVary responded that this is the first contract SPSA has had with VHB. She went on to say that SPSA received six responses to their bid, which were ranked according to the Request for Proposal. SPSA submitted their top three choices to the Corps and the Corps made the final selection of VHB, which Ms. DeVary then brought to the Board for approval. Other bids that came in had similar cost estimates with only one coming in higher at \$1.2 million. Ms. DeVary added that SPSA's engineers, HDR, estimated that the total cost for the EIS would be \$1.5 million, so staff was surprised at the original bid of \$488,111. Now that the process is going to take over two years, that accounts for the price change.

Chairman Keifer commented that, as he understands it, the Army Corps of Engineers is obligated to analyze SPSA's request for expansion. If the requestor wants to wait until the Corps has available funding that will take many years, so the common practice is to have the requestor pay for an engineering firm to complete the work with the Corps setting the scope. The proposed landfill expansion would affect 129 acres of wetlands and the Corps has received letters of opposition from the Southern Environmental Law Group and others



opposed to impacting wetlands. The Corps must manage this difficult process by ensuring that they address every issue to avoid litigation. The process is very complicated, which is part of the reason that the cost has increased.

Mr. Maxwell raised the question of why VHB's significantly lower bid was not questioned if HDR estimated that the cost for the EIS would be \$1.5 million. Ms. DeVary responded that the key aspect to remember is that when SPSA bid for this third-party contract, the Corps of Engineers had not developed the scope of work necessary to review SPSA's request. As the Board may recall, once it was determined that an off-site alternative would have to be considered, VHB started with reviewing 300 properties. Those properties were narrowed down through several processes to reach the six that remain in consideration. This is just one example of how unexpectedly in depth the process became. The reason for the low original bid was that the scope of work had yet to be defined when the Corps reviewed SPSA's RFP for the third-party contractor.

Mr. Bagley called back to Mr. Arnold's earlier comments stating that SPSA would also have preferred the original VHB contract to include a Not to Exceed amount. The challenge is that the Corps could come back to VHB months from now and say that additional work that they had not previously considered is now necessary. The Corps is interested in "defensibility" which changes as new issues are raised. VHB cannot give SPSA a Not to Exceed amount because they don't know what the Corps will ask of them. To Mr. Maxwell's point, Mr. Bagley responded that when the bid was originally put out, SPSA received responses that were known to be low, so the Board was informed that it was highly likely that there would need to be more funding allotted at a later date. Mr. Bagley did not anticipate that the amount would be this much higher, but he has been involved in meetings with the Corps and VHB and understands that the scope of work now being requested is incredibly extensive. As an example, a site that was never conceived of at the beginning of the process will now need a full cultural resources analysis. The Corps goes through these processes to make sure that whatever their final decision is, it is defensible to all parties concerned. Mr. Bagley said that this procurement process has been unusual from the beginning, but it is the only way through the permitting process. He added that while the work is being done by VHB, the Corps is driving the project.

Mr. Arnold appreciated Mr. Bagley's comments. He went on to say that it is common practice in his work with local governments that a Not to Exceed amount is established so that new costs cannot be incurred without advanced warning, approval from the client for the amount to exceed, and a solid justification as to why the estimate is going to be exceeded. A professional company should have a clear idea of how much a project is going to cost. Mr. Arnold does think that it is fair to say that VHB did not have the true scope of work when they made their initial bid, however he would like to build in the agreement that the Board receives advanced notice and justification before any requests for additional funds. Mr. Wheeler agreed and added that Virginia Beach also often includes Not to Exceed amounts in their contracts with a fund amount allotted for unanticipated additional or supplemental services.

Mr. Keaton commented that the dilemma that the Board faces is that SPSA does not control the scope of work, the Corps controls the scope of work. VHB, the third-party contractor, comes to SPSA and says that the Corps has instructed them to perform certain work and SPSA needs to pay for it. The only other option is to stop the process and forfeit any chance of getting the wetlands permit for expansion. This is the process that the Corps has laid out and if SPSA doesn't follow it the Corps will not issue a permit. Mr. Keaton also added that

from an environmental perspective there are many groups that do not want SPSA to expand the landfill, so the Corps must look at every possibility and defend every potential argument before they issue their decision, making it a very difficult process.

Mr. Barnes commented that the Board has had a healthy discussion, noting that he, too, came to the meeting uncomfortable with the details of this contract, but now feels more comfortable moving forward. He agreed with Mr. Keaton that SPSA is not in control of the process and that the scope, and therefore the cost, of the operation has been dictated to SPSA. Mr. Barnes stated that he is confident that Ms. DeVary and Mr. Bagley have done their due diligence to validate the work effort and that these additional funds are what is necessary to accomplish the scope.

Ms. DeVary assured the Board that she would make VHB aware of their concerns and request that at this point they should consider the contract a Not to Exceed amount and that they would need to provide 90 days' notice for any potential changes. Mr. Arnold suggested 30 to 60 days' notice. Mr. McCoy suggested 60 days and reiterated that SPSA is paying the cost, but that the Corps is dictating what VHB must do and that may very well cause the process to change again should the Corps want another site reviewed. Chairman Keifer raised the point that VHB was chosen for this professional service contract because of their qualifications, not on the basis of price, adding that had their original bid come in higher, they likely would have still been selected because they are an outstanding firm from a professional capability standpoint.

Ms. DeVary added that SPSA has monthly calls with the Corps and VHB, but even seeing this process develop did not prepare staff for just how much the contract would increase, so she understands the Board's apprehensions. Ms. DeVary will send a joint letter to the Corps and VHB informing them about the concerns regarding the timeline and cost of the process. There were no further comments.

**Mr. McCoy moved, seconded by Ms. Raulston, to amend the contract with VHB, as presented. The electronic participants were polled individually. The vote on the motion was unanimous.**

**9. OTHER BUSINESS**

Chairman Keifer asked if there was any further business. Noting no comments, he proposed adjourning the meeting if there were no objections.

**10. ADJOURN MEETING**

There being no further business to come before the Board of Directors the regular meeting was adjourned at 11:04 a.m.

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Liesl R. DeVary  
Executive Director

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

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## **5. Executive Director Updates**

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – January 20, 2020

## Landfill Operational Summary

SPSA Regional Landfill Operational Summary		KEY:			
Period	February 1st, 2021 to February 28th, 2021		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	24,472		
2.2	No. staff	15.5	10.5		5 vacancies: 1-HEO Sr., 3-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	12,281		
3.2	Date of last aerial survey	12/12/2019			
3.3	December 2020 Operational In-Place Density (lbs./cy)	1,600-1,800lbs/cy	1,903 lbs./cy or AUF = .94		Airspace Study completed January 2021
3.4	December 2020 Effective In-Place Density (lbs./cy)	1,600 lbs./cy	1,997 lbs./cy or AUF = .99		Still well above targeted long term airspace utilization.

<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			Capital Project for dredging of the Leachate Ponds is complete.
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons		768,407.2	From 02/01 to 02/28
4.5.1.1	Cell V, Sumps 1-4	x gallons		585,079	From 02/01 to 02/28
4.5.1.2	Cell VI, Sumps 5-8	x gallons		502,117	From 02/01 to 02/28
4.5.2	Quantity of leachate hauled for disposal during period	x gallons		1,185,124	From 02/01 to 02/28
4.5.3	Disposal costs in period: \$			\$ 29,170	From 02/01 to 02/28
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 02/01 to 02/28
<b>7</b>	<b>HRSD Force Main</b>	Contract Schedule	None provided to date.		Due to increased cost of constructing project, staff is working with HRSD to determine feasibility of proposed Force Main.

**Acronym Definitions**

**ACOE**- Army Core 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 – January 20, 2020

**Executive Committee Minutes**  
**Southeastern Public Service Authority of Virginia**  
**January 20, 2021**

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. Mr. Keaton arrived at 1:10 p.m. and Ms. Raulston departed at 2:30 p.m. Also in attendance were Executive Director, Liesl R. DeVary, Deputy Executive Director, Dennis Bagley, and Executive Administrator, Tressa Preston. Brett Spain, General Counsel, attended the meeting by phone.

**Items for Discussion:**

1. Review and approve Executive Committee Minutes of December 2, 2020

**Ms. Raulston moved, seconded by Mr. McCoy, to approve the minutes of December 2, 2020. All present were in favor.**

2. Executive Director Reports / January Board Meeting Agenda

- a) Extended COVID Emergency Sick Leave

Ms. DeVary informed the Committee that the Families First Coronavirus Response Act, which included extended FMLA and COVID Emergency Sick Leave was not extended past December 31, 2020. However, given that SPSA provides an essential service, Ms. DeVary recommends that SPSA continue to offer the COVID Emergency Sick Leave as outlined in the FFCVRA until the end of the fiscal year. All present were in agreement. When Mr. Keaton arrived, he suggested that the extension be in place until March 31, 2021. The Committee also discussed vaccine availability and their hopes for greater public distribution for other essential works in the near future.

- b) Procurement Policy Update

Based on discussion at the December 2020 Board Meeting, and with the assistance of counsel, the phrase “utilize contingencies” was added to the Procurement Policy at the beginning of Chapter II, 1.I, Executive Director Authorities. This addition makes it explicit that the Executive Director may, when necessary, activate a contract contingency that has been previously approved by the Board without seeking additional Board approval. Ms. DeVary will ask the Board to accept and approve this minor edit to the Procurement Policy.

- c) Termination of Landfill Consent Order

In 2017, the Regional Landfill was put under a consent order from DEQ due to an unusual circumstance and the need to remove leachate from the landfill. Ms. DeVary is happy to report that SPSA received a letter from DEQ terminating the consent order, indicating that they are satisfied that the issue is fully resolved.

### 3. Closed Session

#### Motion to Approve Request for Closed Meeting.

Mr. Keifer read the following motion:

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

**Mr. Keifer moved, seconded by Mr. Keaton, to approve the request for a closed meeting. All were in favor.**

#### Motion to Approve Certification after Closed Meeting.

Mr. Keifer read the following motion:

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

**Mr. Keifer moved, seconded by Mr. McCoy, to approve the certification as read. All were in favor.**

### 4. Other Business

Mr. Keifer informed the Committee that former SPSA Executive Director John Hadfield recently passed away. Also discussed was the prospect of adjusting the set meeting time for upcoming Executive Committee Meetings, due to changes in schedules.

### 5. Executive Director Reports / January Board Meeting Agenda, cont.

#### d) Flyover / VDOT Update

In a HRTPO and VDOT teleconference on January 7<sup>th</sup>, SPSA was informed that the revised cost estimate to build the Flyover is now close to \$40 million. From initial discussions beginning in 2017 through the 2020 application for the Federal Build Grant, the cost estimate has always remained between \$21 and \$28 million. The new estimate is from HDR Engineering, so there is reason to believe that it is more thorough and cost inclusive.

Ms. DeVary was informed by the HRTPO that SPSA's application for RSTP funding ranked 13 out of 15 submissions and that of the \$37 million in the current 2027 funding year, \$27 million is already committed to other projects. It was requested that Ms. DeVary give a presentation on the importance of the Flyover to the Transportation Programming Subcommittee (TPS) of the Transportation Technical Advisory Committee (TTAC) of the HRTPO. Ms. DeVary gave the presentation at the TPS virtual meeting that took place on January 15<sup>th</sup>. The TPS will recommend to TTAC and HRTPO that they vote to allocate

\$500,000 in FY 2027 to the Flyover project. While that amount is low and several years off, SPSA has been told that once a program has been slated for RSTP funding, it is common practice for funding to move between projects, based on project readiness.

Mr. McCoy listened to the TPS public meeting and complimented Ms. DeVary on her presentation. Mr. Chris Hall from VDOT phoned after the presentation and has assured Ms. DeVary that they will continue to look for funding for this project and offered to speak to the SPSA Board about the cost discrepancies, if that would be helpful.

Chairman Keifer expressed that Ms. DeVary and SPSA staff have made every effort to seek and secure funding opportunities, but due to lack of regional support, the time has come to enact a plan for SPSA to fund the Flyover through the tip fee.

Ms. DeVary spoke about her initial financial assessments based on when funds will be needed and various possible scenarios affecting the waste stream, including the potential costs of hauling to a private landfill. After extensive discussion about various possibilities and methods for adjusting the tip fee, including a gradient increase that aligns with VDOT's projected cash flow needs, the Committee determined, that the best course of action would be to assess a level surcharge to the tip fee for the next 6 years. This will ensure that the flyover can be funded regardless of uncertainties in outside sources. Ms. DeVary will prepare that information for the January Board Meeting.

e) Virginia General Assembly Bills

There are several proposed pieces of legislation that have potential impacts to the waste disposal industry. One suggests changes to the state definition of "recycling" to include "advanced recycling" and other terminology that applies to alternative technologies. This would allow those technologies to be classified as "recycling" under existing legislation.

Senate Bill 1186 would prohibit a landfill siting within 3 miles of historic districts, buildings, structures, objects, or sites. In response to the letter Ms. DeVary sent to the SPSA Board and the Senate Committee on Agriculture, Conservation and Natural Resources, Ms. DeVary had a very positive conversation with Senator Hashmi, the author of the bill. Senator Hashmi has agreed to suggest amended language that would keep the SPSA Regional Landfill from falling under the proposed amendment and will bring that new language to the committee at their next meeting.

Additionally, with the assistance of Senator Cosgrove, the SPSA suggested amendment to HB 1872, now known as HB 1131, has passed district committee unanimously.

Chairman Keifer raised the question of SPSA retaining a legislative liaison to work on SPSA's behalf. Several possibilities were discussed and will be kept in mind should the need arise.

f) Tire Processing Facility

It was brought to the Committee's attention that service is being modified at the Tire Processing Facility in preparation for the installation of the new tire shredder. To temporarily reduce volume, saving wear on the portable tire shredder, from now until the end of March, no commercial tires will be accepted – only municipal and residential.



g) Wheelabrator and Navy Update

SPSA has been informed by Wheelabrator that it is their intention to meet with the Navy by the end of January. Wheelabrator will keep SPSA apprised of their conversations.

h) Wetlands Permitting

The Wetlands Permitting process continues and the work to prepare the Environmental Impact Statement is still underway. SPSA had a call with VHB, the Army Corps of Engineers (Corps), and the consultants this morning. The Corps updated the group on their call with the Southern Environmental Law Center (SELC), which they believe went very well. The Corps listened to their concerns and assured the SELC that their concerns will be addressed in the draft EIS.

Assessing off-site alternatives has become a more time-consuming project and Ms. DeVary has been clear with VHB that they need to produce amended budgets and schedules as soon as possible so that they may be presented to the Board.

i) Mas Energy

Ms. DeVary, Mr. Bagley, and counsel are in the process of reviewing the draft amendment to the Landfill Gas Agreement.

6. Meeting Adjourned at 3:20 p.m.

## 6. Wheelabrator Portsmouth Monthly Report

March 12, 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

WHEELABRATOR PORTSMOUTH INC  
 TONNAGES REPORT  
 CALENDAR YEAR 2021

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	40,450.18	12,657.54	1,557.04	-	54,664.76	73,158	54,664.76	4,736.59	-	-	49,928.17	52,206.35	14,798.12	14,930
FEB	37,997.76	11,915.76	1,793.76	-	51,707.28	73,639	51,707.28	6,151.60	-	-	45,555.68	40,112.22	12,744.91	9,483
MAR	-	-	-	-	-	-	-	-	-	-	-	-	-	-
APR	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JUN	-	-	-	-	-	-	-	-	-	-	-	-	-	-
JUL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AUG	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SEP	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OCT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NOV	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DEC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
YTD TOTAL	78,447.94	24,573.30	3,350.80	-	106,372.04	146,797.00	106,372.04	10,888.19	-	-	95,483.85	92,318.57	27,543.03	24,413.00

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

**WHEELABRATOR PORTSMOUTH INC  
AVAILABILITY  
CALENDAR YEAR 2021**

MONTH	BOILER AVAILABILITY (%)	BOILER PLANNED OUTAGES (HRS)	BOILER UNPLANNED OUTAGES (HRS)	TURBINE AVAILABILITY	TURBINE PLANNED OUTAGES (HRS)	TURBINE UNPLANNED OUTAGES (HRS)
JAN	91.4%	144	112	96.3%	68	15
FEB	92.8%	156	37	88.3%	235	0
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	92%	300.00	149.00	92%	303.00	15.00

**WHEELABRATOR PORTSMOUTH INC**

**SUPPLEMENTAL INFORMATION**

**February 2021**

Total Waste received by SPSA:	37,998 tons
Waste delivered to RDF:	51,707 tons
Total RDF processed:	40,112 tons
Residue sent to landfill:	12,745 tons*
Electric power sold:	9,483 MW
Steam sold to Navy:	73,639 K-LBS
Overall Boiler availability:	93%
Overall Generator availability:	88%
Environmental Incidents	0

OSHA Recordable Accidents this period:	0
OSHA Recordable Accidents YTD:	1

**General Notes:**

\* This total includes 900.76 tons of non-qualifying residue delivered to the landfill this period, qualifying residue 92.93% for this period.

\* Boiler 1 outage completed this period to include pressure part repairs, grate, flue gas, RDF system, ash removal and baghouse repairs.

## Wheelabrator Portsmouth Inc.

### Monthly Report for the Month of February 2021

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:












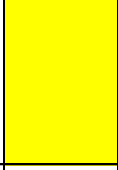









OSHA Recordable Accidents this period:	0
OSHA Recordable Accidents YTD:	1
Lost Time Accidents this period:	0
Lost Time Accidents YTD:	0

#### Op Stats: see attached spreadsheet

#### Upcoming Planned Outages:

##### 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

Wheeler RDF and WTE Operational Summary			KEY:		
Provided by Wheeler Portsmouth			Change Since Last Report		
Period	Feb 1 - Feb 28, 2021		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		
2.3	Equipment Utilization	Key equipment fully operational and deployed	All 3 lines shredder overhaul/minors are now completed		B line shredder went down with upper bearing and housing issues. Replaced all bearings and manufactured new components as OEM is no longer in business.
<b>3</b>	<b>Ash</b>				
3.1	Ash Delivered to RLF	Actual Tons	12,745		
3.2	Percentage of Ash Re-classified	<20%	901		Reclassified was 7.07%
3.3	Percentage of Ash used as ADC	> 80%	11,844		ADC was 92.93%
3.4	Rejected Loads of Ash	0	0		
<b>4</b>	<b>WTE</b>				
4.1	Boiler Availability	> 90%	93.00%		
4.2	TG Availability	> 90%	88.00%		Minor TG outage became a bearing replacement and went from 4 days to 8
4.3	Ash Screener Availability	> 95 %	97.00%		
<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
<b>Acronym Definitions</b>					
RDF - Refuse Derived Fuel, WTE - Waste To Energy, VPDES - Virginia Pollution Discharge Elimination System, ADC - Alternative Daily Cover, TG - Turbine Generator					

## 7. Financial Report

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

For the month ending February 28, 2021, total revenues exceeded total expenses by approximately \$5.3 million as compared to \$2.7 million in the previous year.

Tipping fee revenue received FYTD reflects an increase of 5% or approximately \$1.4 million as compared to fiscal year 2020. Municipal waste tons are up approximately 12% or 34,867 tons as compared to fiscal year 2020.

For the month ending February 28, 2021, total expenses were approximately \$27.3 million as compared to \$27.4 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 February 28, 2021, municipal waste tonnages reflect an increase of 12% or approximately 34,867 tons as compared to February 28, 2020.

### **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 February 28, 2021, operating cash balances were approximately \$49.4 million representing approximately \$6.8 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, \$222,098 for Landfill Expansion Purchase Orders and \$33.6 million designated for landfill expansion/closure.

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

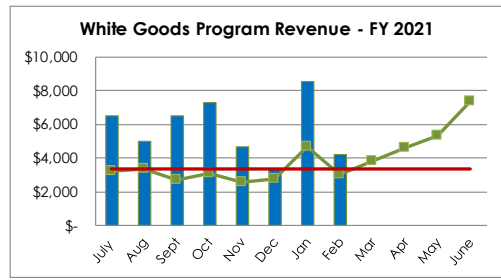
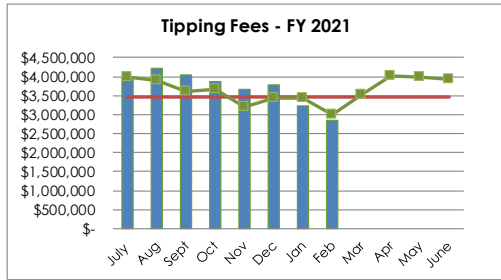


Southeastern Public Service Authority Statement of Revenue and Expenses - Budget to Actual Comparison For the Period Ending February 28, 2021								
	February 2021				February 2020			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
<b>REVENUES</b>								
Tipping Fees	\$ 41,756,055	\$ 2,865,896	\$ 29,648,194	71.0%	\$ 41,631,237	\$ 2,992,897	\$ 28,253,256	67.9%
Tire program	600,000	2,983	340,487	56.7%	515,200	42,541	373,826	72.6%
Household Hazardous Waste Revenue	333,000	25,534	253,270	76.1%	305,000	20,575	230,158	75.5%
White Goods Program	40,000	4,172	46,080	115.2%	35,000	3,053	25,377	72.5%
Landfill Gas Recovery	260,000	18,819	155,264	59.7%	312,000	18,472	162,711	52.2%
Miscellaneous Income	332,491	32,331	1,398,865	420.7%	333,775	8,498	314,858	94.3%
Interest Earnings	450,000	26,521	387,098	86.0%	350,000	49,641	284,825	81.4%
Fund Balance / Capital / Rolled PO's	410,933	-	82,225	20.0%	799,255	5,363	467,380	58.5%
Fund Balance / Landfill Expansion	1,365,056	6,038	313,084	22.9%	518,111	5,073	5,073	1.0%
<b>TOTAL REVENUES</b>	<b>\$ 45,547,535</b>	<b>\$ 2,982,294</b>	<b>\$ 32,624,568</b>	<b>71.6%</b>	<b>\$ 44,799,578</b>	<b>\$ 3,146,112</b>	<b>\$ 30,117,463</b>	<b>67.2%</b>
<b>OPERATING EXPENSES</b>								
Administration								
Salaries / Wages	\$ 837,565	\$ 63,552	\$ 550,392	65.7%	\$ 892,877	\$ 64,040	\$ 517,236	57.9%
Employee Benefits	212,102	15,630	123,771	58.4%	231,231	16,127	117,025	50.6%
A Professional / Contracted Services	703,063	78,431	243,019	34.6%	727,254	10,789	244,451	33.6%
Other Operating Expenses	223,872	15,934	135,354	60.5%	231,521	21,087	122,243	52.8%
Materials / Supplies	17,888	521	4,768	26.7%	22,301	33	6,962	31.2%
Total Administration	\$ 1,994,490	\$ 174,069	\$ 1,057,304	53.0%	\$ 2,105,184	\$ 112,076	\$ 1,007,916	47.9%
Environmental Management								
Salaries / Wages	\$ 319,891	\$ 24,852	\$ 196,387	61.4%	\$ 291,479	\$ 21,320	\$ 183,522	63.0%
Employee Benefits	114,101	8,593	62,410	54.7%	101,641	8,495	67,783	66.7%
Professional / Contracted Services	78,200	12,139	41,065	52.5%	74,200	4,661	38,849	52.4%
Other Operating Expenses	13,700	848	4,148	30.3%	10,174	588	3,302	32.5%
Materials / Supplies	22,838	950	5,588	24.5%	22,368	1,262	7,175	32.1%
Total Environmental Management	\$ 548,730	\$ 47,382	\$ 309,599	56.4%	\$ 499,862	\$ 36,326	\$ 300,632	60.1%
Operations								
Salaries / Wages	\$ 5,731,396	\$ 396,721	\$ 3,615,114	63.1%	\$ 5,841,183	\$ 406,444	\$ 3,578,982	61.3%
Employee Benefits	1,917,326	148,109	1,208,089	63.0%	1,940,329	150,452	1,201,395	61.9%
A Professional / Contracted Services	2,999,725	143,728	1,737,698	57.9%	2,920,332	220,034	1,691,596	57.9%
Other Operating Expenses	1,053,761	81,041	569,037	54.0%	1,066,852	91,414	514,658	48.2%
Materials / Supplies	1,813,457	84,608	759,056	41.9%	1,883,733	69,717	875,531	46.5%
Total Operations	\$ 13,515,665	\$ 854,206	\$ 7,888,994	58.4%	\$ 13,652,429	\$ 938,060	\$ 7,862,161	57.6%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 16,058,885</b>	<b>\$ 1,075,656</b>	<b>\$ 9,255,896</b>	<b>57.6%</b>	<b>\$ 16,257,475</b>	<b>\$ 1,086,462</b>	<b>\$ 9,170,709</b>	<b>56.4%</b>
<b>CAPITAL PROJECTS / EQUIPMENT REPLACEMENT</b>								
A Cell 8/9 Permitting	1,365,056	6,038	313,083.02	22.9%				
A RLF - Asphalt Overlay	27,090	-	27,090.00	100.0%				
A 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	29,990	29,990	29,989.82	100.0%				
RLF - DOZER	528,884	-	528,884.00	100.0%				
FLT - COALESCER	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	518,096	518,096.00	100.0%				
OTS - YARD DOG	119,500	-	-	0.0%				
STS - YARD DOG	119,500	-	-	0.0%				
TPS - TIRE SHREDDER	681,270	30,795	30,795.00	4.5%				
ROB - UPGRADE LIGHTING TO LED	100,000	-	-	0.0%				
RLF - GUARDSHACK	21,918	7,300	21,918.00					
RLF- DEMO/CONSTRUCTION	84,000	2,420	2,420.00					
TSP - PAINT TRACTORS	84,200	16,840	37,890.00					
RLF - UST/AST REMOVAL & ADD UNDESIGNATED	281,300	-	-	0.0%				
	241,743	-	-	0.0%				
<b>TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT</b>	<b>\$ 5,323,971</b>	<b>\$ 611,478</b>	<b>\$ 1,673,202</b>	<b>31.4%</b>	<b>\$ 4,903,156</b>	<b>\$ 191,919</b>	<b>\$ 2,991,443</b>	<b>61.0%</b>
<b>OTHER USES</b>								
Contracted Waste Disposal	\$ 19,820,929	\$ 1,324,772	\$ 13,456,183	67.9%	\$ 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	2,892,500	66.7%	4,338,750	361,563	2,892,500	66.7%
<b>TOTAL OTHER USES</b>	<b>\$ 24,164,679</b>	<b>\$ 1,686,335</b>	<b>\$ 16,348,683</b>	<b>67.7%</b>	<b>\$ 23,638,947</b>	<b>\$ 1,642,210</b>	<b>\$ 15,256,287</b>	<b>64.5%</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 45,547,535</b>	<b>\$ 3,373,470</b>	<b>\$ 27,277,781</b>	<b>59.9%</b>	<b>\$ 44,799,578</b>	<b>\$ 2,920,590</b>	<b>\$ 27,418,439</b>	<b>61.2%</b>
<b>NET REVENUES / (EXPENSES)</b>	<b>\$ -</b>	<b>\$ (391,176)</b>	<b>\$ 5,346,787</b>		<b>\$ -</b>	<b>\$ 225,522</b>	<b>\$ 2,699,024</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>								

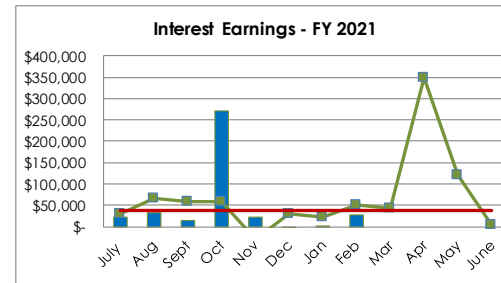
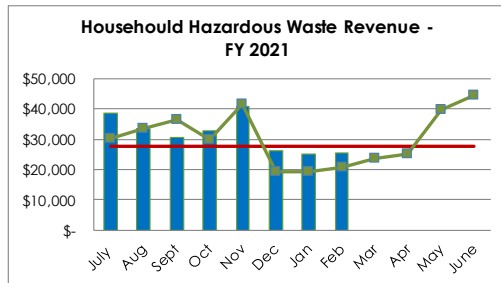
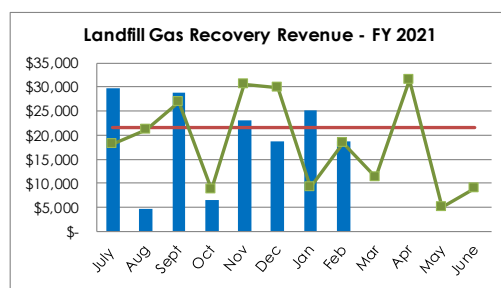
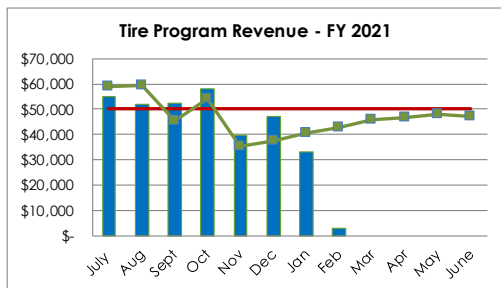
<b>Southeastern Public Service Authority</b>							
<b>Monthly Expense Line Items</b>							
<b>Description</b>	<b>FY 2021 Budget</b>	<b>Dec-20</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>FYTD</b>	<b>From Previous Month \$ Change</b>	<b>% Change</b>
Salaries Exempt	\$ 1,974,694	\$ 226,455	\$ 150,271	\$ 151,031	\$ 1,277,490	\$ 759	0.5%
Salaries Non-Exempt	4,599,858	496,634	326,565	321,365	2,921,706	(5,200)	-1.6%
Overtime	314,300	20,138	17,484	12,729	162,696	(4,755)	-27.2%
Fica / Medicare Tax	526,999	52,425	35,802	35,356	309,872	(446)	-1.2%
VRS Retirement	43,063	3,367	3,488	3,303	25,811	(185)	-5.3%
Health Insurance	1,418,550	115,448	112,739	112,739	897,582	(0)	0.0%
Vrs Group Life Insurance	84,663	6,732	6,745	6,588	53,068	(157)	-2.3%
Unemployment Insurance	1,128	19	1,538	1,211	2,849	(327)	-21.3%
Workers Compensation	169,126	13,136	13,136	13,136	105,088	-	0.0%
Medical Fees	14,000	790	902	430	5,682	(472)	-52.3%
Security Service	84,000	6,630	8,404	4,859	53,175	(3,545)	-42.2%
Professional Services	162,761	95	9,153	9,202	56,133	49	0.5%
Engineering Services	276,001	64	30,129	31,417	140,527	1,288	4.3%
Landfill Survey	7,500	-	-	-	-	-	N/A
Legal Fees	325,000	12,411	18,133	11,365	67,215	(6,768)	-37.3%
Environmental Testing	103,000	1,807	1,170	20,583	56,757	19,413	1659.6%
Fire Protection	8,000	1,968	-	-	4,846	-	N/A
Temporary Employment Services	34,320	965	1,530	2,305	10,559	775	50.7%
Uniform Rental	50,976	2,462	2,509	8,745	27,490	6,236	248.5%
Maintenance Service Agreements	163,082	8,076	2,713	61,765	117,788	59,052	2176.3%
Grounds Maintenance	104,190	6,884	604	3,099	39,271	2,495	412.8%
Hazardous Waste Disp/Cleanup	57,000	-	-	11,275	34,545	11,275	N/A
Equipment Maintenance	990,800	135,402	75,738	12,755	494,202	(62,983)	-83.2%
Building / Site Maintenance	677,749	59,951	80,365	27,041	414,517	(53,324)	-66.4%
Leachate Pumping Station Maint	38,735	-	2,588	1,123	19,070	(1,465)	-56.6%
Advertising	9,500	-	299	299	2,741	-	0.0%
Trustee Expense	1,000	-	-	-	-	-	N/A
Permit Fees	94,892	-	6,160	-	94,489	(6,160)	-100.0%
Suffolk Host Fee	582,400	53,876	42,795	28,034	382,775	(14,761)	-34.5%
Electricity	217,600	14,174	15,416	13,426	101,191	(1,989)	-12.9%
Heating/Gas/Propane	11,500	862	2,478	2,065	5,912	(413)	-16.7%
Water / Sewer	42,192	2,953	2,650	2,261	23,815	(389)	-14.7%
Leachate Treatment	380,000	-	66,784	29,400	141,337	(37,384)	-56.0%
Telephone	112,000	9,179	9,162	9,249	68,235	86	0.9%
Postage	2,060	68	118	75	727	(43)	-36.4%
Radio Communication & Repair	4,500	-	572	6,025	6,948	5,453	953.3%
Insurance & Bonding	207,908	17,182	17,182	17,182	137,956	-	0.0%
Landfill Fire Expenses	0	(67,250)	50,584	678	51,772	(49,906)	-98.7%
Equipment Rental	35,000	903	2,932	980	6,470	(1,952)	-66.6%
Land Lease Payment	3,500	292	292	292	2,333	-	0.0%
Tire De-Rimming Service	5,000	-	1,567	-	3,369	(1,567)	-100.0%
Travel And Training	42,300	2,862	(1,630)	816	2,889	2,446	-150.0%
Road Tolls	171,885	14,378	13,027	11,374	114,748	(1,653)	-12.7%
Membership & Professional Dues	3,888	-	544	223	1,815	(321)	-59.0%
Bank Fees	42,000	3,392	3,608	3,706	31,078	98	2.7%
Awards Programs	9,000	399	127	70	7,893	(56)	-44.6%
EMS Support Program	1,000	-	50	-	50	(50)	-100.0%
Office Supplies	13,350	1,237	461	285	6,267	(177)	-38.3%
Dues & Subscriptions	16,950	648	188	222	9,410	34	18.1%
Other Operating Supplies	92,886	6,426	2,251	3,333	41,707	1,083	48.1%
Vehicle / Equipment Fuel	913,329	46,149	38,977	34,987	304,460	(3,990)	-10.2%
Vehicle / Equipment Tires	747,700	51,178	46,530	45,625	378,472	(905)	-1.9%
Safety Apparel & Equipment	25,150	1,863	838	1,167	18,250	330	39.3%
Small Equipment	34,818	3,390	282	161	10,081	(121)	-42.8%
Computer Hardware	10,000	440	-	299	764	299	N/A
<b>Total Operating Expenses</b>	<b>\$ 16,062,803</b>	<b>\$ 1,336,459</b>	<b>\$ 1,225,949</b>	<b>\$ 1,075,656</b>	<b>\$ 9,255,896</b>	<b>\$ (150,292)</b>	<b>-12.3%</b>
Capital Projects/Equip Replacement	\$ 5,323,971	568,732	75,143	611,478	1,673,202	536,336	713.8%
Contracted Waste Disposal	19,820,929	1,715,278	1,448,883	1,324,772	13,456,183	(124,111)	-8.6%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	-	N/A
Reserves for Landfill Expansion/Closu	4,338,750	361,563	361,563	361,563	2,892,500	-	0.0%
<b>Total Expenses</b>	<b>\$ 45,551,453</b>	<b>\$ 3,982,032</b>	<b>\$ 3,111,537</b>	<b>\$ 3,373,470</b>	<b>\$ 27,277,781</b>	<b>\$ 261,933</b>	<b>8.4%</b>

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

FY 2021 (bar)  
FY 2020  
FY 2021 Budget

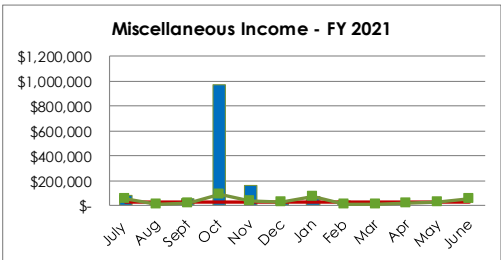


\* Monthly revenue is dependent on users.



\* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.

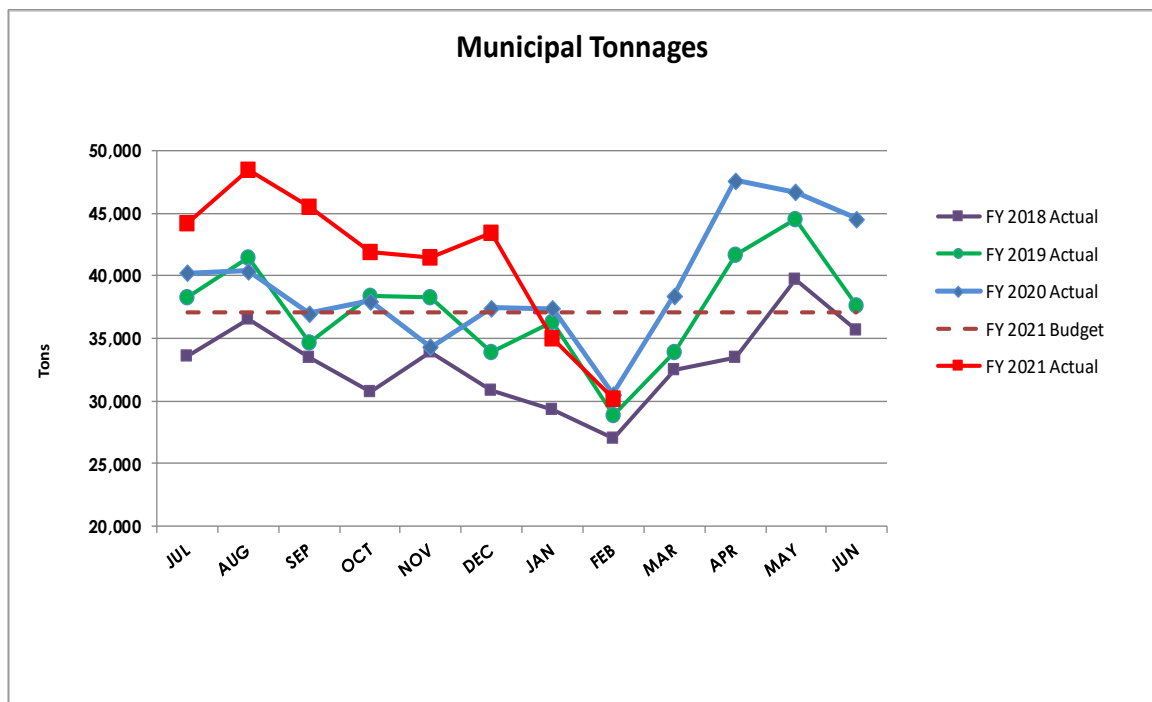




### Southeastern Public Service Authority (SPSA) Waste Stream

Waste Category	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2021	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 2/28/2021	% of Budget
<b>Waste Stream Budgeted under Tipping Fees</b>							
<b>Municipal Waste</b>							
Chesapeake	90,926	90,896	105,353	112,154	107,000	75,118	70.2%
Franklin	2,690	2,698	2,955	3,276	3,000	2,303	76.8%
Isle of Wight	15,180	16,883	17,265	17,102	17,200	11,666	67.8%
Norfolk	64,575	62,587	90,129	92,423	88,000	60,861	69.2%
Portsmouth	30,023	32,769	40,222	43,829	40,500	29,885	73.8%
Southampton	8,593	8,910	10,675	9,881	10,800	6,354	58.8%
Suffolk	45,645	40,847	42,325	46,614	38,900	32,163	82.7%
Virginia Beach	130,645	127,483	138,823	147,250	139,600	111,767	80.1%
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>330,117</b>	<b>74.2%</b>
Sludge - Norfolk	4,782	5,586	6,040	4,725	5,500	3,100	56.4%
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	82,834	63.7%
Construction & Demolition Debris	14,252	14,850	9,808	9,312	15,000	3,938	26.3%
Non-Contract Waste	-	15,469	36,682	39,588	35,500	29,027	81.8%
<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>132,265</b>	<b>62.5%</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>462,382</b>	<b>70.4%</b>

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



<b>Southeastern Public Service Authority (SPSA)</b>													
<b>Regional Landfill Waste Stream</b>													
Types of Waste (tons)	FY 2017	FY 2018	FY 2019	FY 2020	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	FYTD
	FY 2017	FY 2018	FY 2019	FY 2020	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	473	284	3,939
Water Treatment Plant Sludge	4,927	5,717	6,039	4,725	426	352	295	321	469	362	442	432	3,099
Industrial Waste	846	379	295	660	12	21	11	383	-	-	-	13	440
Soils for Use as Alternate Daily Cover	18,935	9,990	8,630	6,602	439	610	538	680	379	67	157	350	3,220
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	414	407	3,062
Non-Processible Municipal Solid Waste	5,765	3,791	867	1,570	536	707	269	456	255	253	278	127	2,881
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	83	115	575
Concrete/Asphalt	3	-	133	116	-	-	-	-	-	-	-	-	-
Shredded Tires	3,289	4,586	5,394	6,144	724	304	860	578	357	252	157	87	3,319
Ash - Qualifying	174,420	179,361	113,979	112,585	14,844	12,734	11,545	14,862	12,149	11,288	13,662	11,844	102,928
Non-Qualifying Ash	-	-	52,998	58,912	2,537	1,251	1,267	1,007	1,030	2,281	1,136	901	11,410
MSW from FTS, IWTS, STS	-	46,011	102,702	106,908	9,655	10,061	10,169	9,305	9,207	9,729	8,001	4,942	71,069
Clean Fill - Clearfield	28,226	31,709	51,540	57,872	5,670	5,385	3,231	3,912	3,534	2,835	3,156	4,914	32,637
Residual Waste - Clearfield	9,771	5,585	436	446	76	76	76	95	95	76	76	57	627
Diverted Processible Waste (from FTS 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>28,035</b>	<b>24,473</b>	<b>241,425</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 February 28, 2021</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	\$ 2,739,605.29	\$ 3,414,636.93		\$ 3,077,355.23	\$ 529,316.05	\$ 2,547,570.94
Townebank Money Market	21,774.47		0.17			21,774.64
Townebank CD	6,254,087.85		4,713.49			6,258,801.34
Virginia Investment Pool (VIP)	12,352,914.59	1,000,000.00	1,224.88			13,354,139.47
Raymond James & Associates Investments	27,248,998.24		13,521.37	20,567.83		27,241,951.78
<b>Total Unrestricted and Designated Funds</b>	<b>\$ 48,617,380.44</b>	<b>\$ 4,414,636.93</b>	<b>\$ 19,459.91</b>	<b>\$ 3,097,923.06</b>	<b>\$ 529,316.05</b>	<b>\$ 49,424,238.17</b>
<b>Trust Funds:</b>						
Environmental / Va. Beach Landfill	\$ 470,293.06		7.22			470,300.28
Environmental / Regional Landfill	466,664.24		7.10			466,671.34
<b>Total Trust Funds</b>	<b>\$ 936,957.30</b>	<b>\$ -</b>	<b>\$ 14.32</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 936,971.62</b>
<b>GRAND TOTAL</b>	<b>\$ 49,554,337.74</b>	<b>\$ 4,414,636.93</b>	<b>\$ 19,474.23</b>	<b>\$ 3,097,923.06</b>	<b>\$ 529,316.05</b>	<b>\$ 50,361,209.79</b>
<b>Cash Balances Designated as follows:</b>						
Operating Funds	\$ 6,780,711.22					
Undesignated (Fund Balance June 30, 2020)	5,974,800.00					(equivalent to 2 months operating expenses)
Reserved for FY 2020 Rolled Purchase Orders	\$13,950.59					
Reserved for Capital Budget	314,757.38					(unencumbered FY20 Capital Budget)
Reserved for HRSD Forcemain	2,500,000.00					
Purchase Orders for Landfill Expansion	222,098.27					
Landfill Closure (as of June 30, 2020)	18,633,452.00					
Landfill Expansion	14,984,468.71					
<b>Total Designated Funds</b>	<b>\$ 49,424,238.17</b>					

**Southeastern Public Service Authority  
Budget Transfer Activity  
For the Month Ending February 28, 2021**

<b>Department</b>	<b>Object</b>	<b>Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
Capital	62114	TPS-Tire Shredder	\$ 14,510.00	
Capital	62999	Undesignated		\$ 14,510.00
Capital	62114	TPS-Tire Shredder	\$ 22,880.00	
Capital	62999	Undesignated		\$ 22,880.00
Landfill	55220	Radio Communication & Repair	\$ 4,097.00	
Landfill	56140	Other Operating Supplies		\$ 4,097.00
Capital	62119	RLF-UST/AST Removal & add	\$ 275,070.00	
Capital	62999	Undesignated		\$ 275,070.00
Landfill	53410	Building/Site Maintenance	\$ 5,000.00	
Landfill	56140	Other Operating Supplies		\$ 5,000.00
Capital	62119	RLF-UST/AST Removal & add	\$ 6,230.00	
Capital	62999	Undesignated		\$ 6,230.00
<b>Total Budget Transfers</b>			<b>\$ 327,787.00</b>	<b>\$ 327,787.00</b>

\*\*Per the Strategic Operating Plan, the SPSA Board shall be advised of all budget transfers between cost centers.\*\*



**8. Presentation of the July 1, 2021 – June 30, 2022 Budget**

To be distributed in a separate booklet:

- FY 2022 Operating and Capital Budgets

## Resolution Setting Public Hearing for Schedule of Fees &amp; Charges

**RESOLUTION TO ADOPT PRELIMINARY SCHEDULE OF FEES AND CHARGES FOR THE SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA AND SETTING DATE FOR PUBLIC HEARING ON SAME**

**WHEREAS**, the Board of the Southeastern Public Service Authority of Virginia (sometimes referred to herein as “SPSA”) desires to change certain rates, fees or charges previously fixed by SPSA for the services available through its refuse collection and disposal system, primarily by increasing rates payable for disposal of municipal solid waste, contract non-municipal solid waste, and construction demolition and waste with such changes to be effective July 1, 2021; and

**WHEREAS**, in connection with proposed changes to existing rates, fees or charges and proposed fixing of new rates, fees or charges to be levied by SPSA for the disposal of solid waste at its facilities, Section 15.2-5136(G) and Section 15.2-5136(H) of the Virginia Water and Waste Authorities Act (the “Act”) require (i) the adoption by SPSA of a resolution setting forth a preliminary schedule fixing and classifying such rates, fees and/or charges, (ii) SPSA to set and hold a public hearing with respect to such preliminary schedule where all users of the systems or facilities and all other interested parties have an opportunity to be heard concerning the proposed rates, fees and charges set forth therein, (iii) notice of such public hearing, setting forth the proposed schedule of rates, fees and charges, to be given by two publications, at least six days apart, in a newspaper having a general circulation in the area served by SPSA’s refuse collection and disposal system, with the second notice being published at least 14 days before the date fixed in such notice for the hearing, and (iv) a copy of such notice to be mailed to the governing bodies of all localities in which such refuse collection and disposal system or any part thereof is located;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of the Southeastern Public Service Authority of Virginia hereby adopts the Preliminary Revised Schedule of Fees and Charges for Solid Waste Management setting forth such rates, fees and charges to be levied by SPSA for the disposal of solid waste at its facilities, with the changed and new rates reflected in such Schedule to be effective July 1, 2021, as set forth on the attached page; and

**FURTHER RESOLVED**, that the Board of the Southeastern Public Service Authority of Virginia hereby (i) establishes April 28, 2021 at 9:30 a.m. as the date and time for the public hearing on the Preliminary Revised Schedule of Fees and Charges for Solid Waste Management and (ii) authorizes and directs SPSA executive staff to provide notice of such public hearing, as required under and in accordance with the applicable provisions of Section 15.2-5136(G) of the Act, by publication and with copies by mail to the governing bodies of SPSA’s member localities.

Adopted by the Board this 24<sup>th</sup> day of March, 2021.

Attest: \_\_\_\_\_  
John Keifer, Chairman



**SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA**  
**Fees and Charges for Solid Waste Management**

Proposed Effective July 1, 2021

WASTE DISPOSAL - TRANSFER STATIONS	
Waste Delivered to All Disposal Points:	Rate
Municipal Solid Waste (delivered by or on behalf of any SPSA Member Community directly to a SPSA Transfer Station or directly to the WPI RDF Facility)	\$57 per ton – \$61 per ton
Contract Non-Municipal Customers (minimum 50,000 tpy)	\$52.50 per ton – \$54.50 per ton
Non-Contract Non-Municipal Customers	\$76 per ton
U.S. Navy Waste under contract with SPSA	Per Contract
Residential Solid Waste Delivered in accordance with Residential Guidelines (Billed to SPSA Member Community)(Minimum fee does not apply)	\$57 per ton – \$61 per ton
Certified Weight	\$20
**Regulated Medical Waste is Prohibited at all SPSA Facilities. A Penalty will be charged Per Occurrence of \$250, Plus any Costs Incurred/Revenues Lost**	

WASTE DISPOSAL - LANDFILL ONLY	
Waste Delivered to SPSA's Regional Landfill:	Rate
Municipal Solid Waste Unacceptable at Transfer Stations (delivered by or on behalf of any SPSA Member Community)	\$57 per ton – \$61 per ton
Industrial Process Waste (accepted only with prior approval)	\$76 per ton
Solid Waste Unacceptable at Transfer Station (non-municipal customer)	\$76 per ton
Dead Animals Bagged or Unbagged (household pets only, i.e. dogs and cats)	\$20 each
Water Treatment Plant Sludge from any Member Community Transported by SPSA	\$55 per ton
Construction and Demolition Waste	\$51 per ton \$55 per ton
Campers/trailers (minimum fee \$204 each)	\$204 per ton
Boats (minimum fee \$84 each) (All liquids must be removed prior to delivery and disposal)	\$84 per ton
Special Handling Waste (accepted only with prior approval)	Handling Cost plus 25%

TIRES - LANDFILL ONLY	
Whole Tires Accepted at SPSA's Regional Landfill Only:	Rate
Automobile and Light Truck	\$92.50 per ton
Automobile and Light Truck DIRTY LOAD	\$150 per ton
Truck and Light Industrial (up to 24.5" rim diameter)	\$145 per ton
Heavy Equipment and Off-the-Road	\$160 each
Tires with Rims	Add \$3.00 per tire

HOUSEHOLD HAZARDOUS WASTE	
User Fees:	Rate
Rate Per Resident Visit (Billed to SPSA Member Community)	\$37 per visit
Waste Accepted at SPSA's Regional Landfill (from Businesses)	Rate
Batteries (lead & rechargeable)	\$60 per ton
Alkaline Batteries	\$0.75 / lb.
SPSA reserves the right to reject certain quantities of batteries dependent on storage availability.	

MISCELLANEOUS	
Appliances with CFC Disposed at SPSA's Regional Landfill:	Rate
SPSA Member Community or Residents (Billed to SPSA Member Community)	\$16 each
Businesses	\$16 each
White Goods Containers (Includes rental rate plus haul cost)	\$75 - \$125 per pull

**SOILS FOR USE AS ALTERNATIVE DAILY COVER (ADC)**

Material Type	Disposal Rate Per Ton
ADC10	\$10.00
ADC15	\$15.00
ADC20	\$20.00
ADC25	\$25.00

**General Rate Explanation:** Those wishing to dispose of soils as ADC **must** receive prior approval from the Landfill and Environmental Manager or his/her designee. At a minimum, SPSA requires the submission of specified analytical results prior to delivery and acceptance of any soils. No soils will be considered for use as ADC containing rebar or with debris containing rebar. Material with a higher than desirable moisture content will be charged the ADC25 rate.

- ADC10 (\$10 rate) applies to material of screen quality
- ADC15 (\$15 rate) applies to material with manageable amounts of 1' or smaller debris such as brick, concrete, or asphalt
- ADC20 (\$20 rate) applies to material that contains a manageable amount of debris such as brick, concrete, or asphalt between 1' and 2' in size
- ADC25 (\$25 rate) applies to material that contains a manageable amount of debris such as brick, concrete, or asphalt, larger than 2' or high moisture content

**For any category of Waste Disposal which is based on weight, the Minimum Fee is \$20.00, unless otherwise noted above.**

**9. Other Business**

**10. Adjourn**