

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

April 28, 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 ( <i>absent</i> )	(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 ( <i>absent</i> )	(SH)	Ms. Lynette Lowe	(SH)
Mr. David Arnold ( <i>absent</i> )	(SU)	Mr. Albert Moor	(SU)
Mr. Thomas Leahy	(VB)	Mr. John Barnes ( <i>absent</i> )	(VB)

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

Others present at the meeting included Alternate Ex-Officio Member Mr. Greg Martin (CH), 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.

Mr. Baugh (IW) participated from Indian Rocks Beach, Florida due to a personal family matter. Mr. Bobby Wheeler (VB) also participated electronically from his office in Virginia Beach due to personal scheduling conflicts and served as a voting member in Mr. Barnes' absence. There were no objections to their 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 HEARING ON SCHEDULE OF FEES AND CHARGES

Chairman Keifer read the following statement onto the record to begin the Public Hearing on the Schedule of Fees and Charges.

"This public hearing is being held in accordance with Section 15.2-5136 of the Virginia Water and Waste Authorities Act. Its purpose is to take public comment on the proposed Schedule of Fees and Charges adopted in preliminary form by the Board of Directors of the Southeastern Public Service Authority of Virginia on March 24, 2021.

The notice of public hearing was published in The Virginian Pilot on March 30th and April 6th as required by law. After conclusion of the public hearing, the Board of Directors will consider comments offered here today and will proceed to adopt a final schedule to become effective July 1, 2021, and to continue in effect until such time as modified by the Board of Directors in accordance with the procedures set forth in the Virginia Water and Waste Authorities Act."

Chairman Keifer asked if anyone had registered to speak at the Public Hearing and Ms. Preston replied that she received no requests to make a comment at the public hearing. Chairman Keifer closed the Public Hearing.

### 3. PUBLIC COMMENT

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

### 4. CHAIRMAN'S COMMENTS

Chairman Keifer reminded the Board that they would be voting on the fiscal year 2022 budget and that a great deal of work goes into budget preparation each year. He commended Ms. DeVary for her tremendous efforts and thanked her staff for their support. Chairman Keifer went on to say that there have been some updates to legislation that Ms. DeVary will cover in her Executive Director's report and that SPSA is thankful for the longtime support and interest of Senator Cosgrove, who made these changes possible.

### 5. APPROVAL OF MINUTES

The minutes of the March 24, 2021 Board Meeting had been distributed. Chairman Keifer asked if there were any additions or changes and there were none.

**Mr. McCoy moved, seconded by Mr. Broad, to approve the March 24, 2021 minutes of the SPSA Board of Directors as presented. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.**

### 6. EXECUTIVE DIRECTOR UPDATES

Ms. DeVary was pleased to report that, as usual, SPSA staff continue to keep operations running smoothly.

SPSA is still awaiting the extension of the steam agreement between Wheelabrator and the Navy which, to Ms. DeVary's knowledge, has not yet been executed. Wheelabrator is keeping her informed on that process. Over the last month, significant progress has been made on the draft Amended and Restated Landfill Gas Agreement with Mas Energy and Ms. DeVary hopes to be able to present an overview at the May meeting, unless more time is needed to finalize the exhibits.

The Army Corps of Engineers and VHB have decided to include two off-site alternatives in the Draft Environmental Impact Statement (DEIS) they are preparing as a necessary part of the Cell VIII and IX permitting process. As the Board may recall, the off-site alternative process began with roughly 300 properties and through three various ranking systems were narrowed down to six properties – five in Southampton County and one in Suffolk. Over the last month there has been a great deal of discussion regarding narrowing the selection to one or two properties to take into the DEIS. They now believe that it is in the best interest of the project to carry the top two off-site alternatives, one in the City of Suffolk and the other in Southampton County, forward in the DEIS.

In regards to the flyover, the project is on schedule and Ms. DeVary and Mr. Spain are still in discussions about the contract with VDOT. SPSA's original proposed agreement largely mirrored the agreement that VDOT uses with HRTAC, but VDOT thought it better for SPSA to use an agreement more closely resembling those used by localities. Ms. DeVary and Mr. Spain have submitted their comments on the agreement to VDOT and hopefully it will be ready to present to the Board at the May meeting. Ms. DeVary also informed the Board that Mr. Al Moor, Suffolk Interim City Manager, has signed a letter agreeing that VDOT's conceptual designs for the flyover meet the requirements of SPSA's Conditional Use Permit (CUP) with the City of Suffolk.

Mr. Leahy asked whether or not there have been public meetings scheduled on both the EIS process and the flyover project. Ms. DeVary responded that she always informs the Board well before any public meetings on SPSA projects are held. While the flyover project has not yet progressed to that point, the EIS has had two rounds of public comments already, with the next to take place once the DEIS is published. Ms. DeVary will continue to keep the Board informed on any public meetings associated with SPSA projects.

Mr. Bagley delivered the operations report stating that during the reporting period 28,681 tons were landfilled, which is an increase of 4,209 tons. 1,691,597 gallons of leachate were sent to HRSD, which is a decrease of 261,934 gallons. Mr. Bagley reminded the Board that leachate volume is a direct result of the weather and the size of the open landfill working face. 846,427 gallons of leachate were pumped at a flow rate of 18.96 gallons per minute (GPM), with a 20 GPM maximum allowed by permit. The flow rate is a new metric to help ensure maximization of pumping in an effort to reduce hauling, which Mr. Bagley notes should always be a goal. 845,170 gallons were hauled to HRSD during the reporting period. Staff continues to perform a thorough analysis of leachate at the Regional Landfill in order to determine the best path forward in light of HRSD's determination to forego the proposed force main project. Mr. Bagley reported that 91% of ash received at the Regional Landfill was suitable for use as alternative daily cover and that Wheelabrator continues to do an outstanding job. No odor complaints were received during the reporting period.

The warning letter from DEQ regarding an administrative issue that Mr. Bagley reported on at the previous meeting has since been cleared and no further action is required. Special events held for household hazardous waste (HHW) disposal are on the rise, with an unprecedented 471 transactions taking place at the Portsmouth HHW event held at I.C. Norcom Highschool on April 10<sup>th</sup>. The new tire shredder is scheduled for delivery on May 3<sup>rd</sup>, with some of the ancillary parts having been delivered the morning of the meeting. The goal is to be up and running by May 9<sup>th</sup> with the capacity to process significantly more tires. Staff are currently reviewing the technical proposals submitted by the three bidders for the design-build project at the Regional Landfill and will be able to request additional information, if necessary. After

completing the review of the technical proposals, the financial proposals can be opened and a recommendation can be brought to the Board.

Mr. Bagley was very happy to report that the removal of the underground storage tanks (UST) at the Regional Landfill has been completed, eliminating a potential liability for SPSA. As they were taken out of the ground a small amount of soil contamination was discovered and has been completely remedied, pending a clearance letter from DEQ that SPSA's consultants feel confident is on its way. Now that the UST removal is complete, demolition of the former administration building at the landfill will begin within the next two weeks. While Mr. Bagley noted that operations can change without warning, at the time of his reporting to the Board, progress is on schedule and in line with the timing of the design-build contract award. Mr. Bagley offered to answer any questions.

Mr. Keaton brought up the topic of RAISE grants, which seem to be taking the place of TIGER grants being offered by the Department of Transportation. While Mr. Keaton acknowledged that the Board has discussed that accepting federal funding for the flyover would not be helpful unless the amount was significant enough to offset the additional costs that would be incurred, the \$25 million cap on this grant might warrant some research to see if it would be applicable to the flyover. At Mr. Keaton's suggestion, Mr. Sorey added his opinion that though he is not terribly familiar with RAISE grants, his understanding is that they are largely overprescribed, meaning that while SPSA should certainly look into the grant, Mr. Sorey would view any potential for reward with some skepticism. Chairman Keifer asked Ms. DeVary to look into SPSA's eligibility for this or any other opportunities and report back to the Board at a future date.

## 7. WHEELABRATOR PORTSMOUTH MONTHLY REPORT

Mr. Clint Stratton presented the Wheelabrator monthly report electronically, first noting that their company has undergone a rebranding and is now known as WIN Waste Innovations – Portsmouth and will soon be rolling out new signage and uniforms.

**WIN Waste Innovations - Portsmouth**  
April 2021 Report to SPSA Board



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



WIN Waste Innovations Portsmouth  
March 2021  
Actual Operational Data

Infl Refuse Received			Total Refuse Processed			Total NP Diverted			Ash Shipped		
Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan
50,237	45,803	1,434	50,342	47,736	2,606	7,546	5,534	(2,012)	12,485	13,808	1,318
Resonance bag and wet material			Driven by favorable incinerator output			Heavy volumes of NP present in the system			Driven by strong monthly average ash in-house inventory		
Storm Sales			Wastewater Generation			T&E Unreduced Overtimes			Net AshMT Sold		
Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan	Actual	Plan	Adj-Plan
888	69,991	(33,099)	15	152	136	0	0	0	14,904	13,562	1,348
Usage dropped at NYSI this period			Great operational month for the system						Driven by favorable processing and plant loads		

- Includes 1,118 tons of non-qualifying residue delivered to landfill; qualifying residue 91.04% for March
- Waste delivered by SPSA to RDF - 47,326 tons; Boiler availability - 93%; Turbine Generator availability - 92%
- Ash Screen availability - 90%
- 0 OSHA Recordable accidents this period; 1 for the YTD; 0 environmental incidents and citizen complaints
- Boiler 2 outage completed this period to include Superheater replacement, grate, flue gas, RDF system ash removal and baghouse repairs
- Turbine Generator #1 outage this period to include valve and pump work, bearing loading, bearing replacement, oil detectors and electrical testing and wiring replacement of the TG transformers



Mr. Stratton offered to answer any questions, but there were none. Chairman Keifer thanked him for his report, noting the thoroughness of the information on performance measures and SPSA's ongoing appreciation of their partnership with Wheelabrator, now known as WIN. Mr. McCoy added that that the percentage of acceptable ash now being received is commendable and he appreciates Mr. Stratton's input and leadership. Mr. Stratton thanked them for their comments, mentioning that SPSA is WIN Portsmouth's biggest customer and they value the relationship, as well.

## 8. FINANCIAL REPORT

Ms. DeVary informed the Board that, as of March 31, 2021, total revenues exceeded total expenses by approximately \$5.3 million as compared to \$3.1 million in the previous fiscal year. Tipping fees received year to date reflect an increase of 5.3% or approximately \$1.68 million as compared to FY 2020. Municipal waste tons are up approximately 11% or 37,067 tons as compared to last fiscal year. Commercial tons are down 4% or 5,859 tons as compared to last year. As of March 31, 2021, municipal waste tonnages were 371,634 as compared to 333,685 a year ago. Referencing the provided comparative graph of tonnages over the past few years, Ms. DeVary noted that municipal tonnages are currently well-above what has been received for many years and she believes that SPSA is still on track to receive over 500,000 tons of municipal waste in fiscal year 2021.

Ms. DeVary reported that total expenses fiscal year to date for the month ending March 31<sup>st</sup> were approximately \$31.2 million, compared to \$30.8 million in the prior fiscal year. Cash balances are at \$48.5 million, currently designated as \$5.6 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, \$138,711 for landfill expansion purchase orders, and \$33.98 million in the landfill expansion and closure fund. Ms. DeVary then opened the floor for questions or comments, but there were none.

**Mr. Maxwell moved, seconded by Ms. Raulston, to approve the SPSA financial report as presented. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.**

Ms. DeVary reminded the Board that, as the Chairman mentioned earlier, there have been changes to legislation and it is being proposed that SPSA's Procurement Policy be updated to reflect those changes. As the Board is well aware, amending Section 15.2-5102.1 of the Code

of Virginia, commonly referred to as House Bill 1872 or the Cosgrove Bill, was the first step in the transformation of SPSA as an organization. Suggested changes to that legislation were reviewed with the Board at the October 28, 2020 Board Meeting, and the Board approved submitting the proposed changes to Senator Cosgrove for his consideration. Senator Cosgrove agreed with the suggested changes and moved the legislation forward. The requested changes have been approved as submitted and are effective July 1, 2021.

Ms. DeVary presented a summary of those approved changes, in addition to providing the Board with a hard copy of the newly adopted changes to that section of the Code of Virginia, as it pertains to SPSA. The updated language provides more stringent accountability in financial reporting, clarifies adherence to the Virginia Public Records Act, and updates phrasing to be more in line with standard business practices. The new legislation also raises the permissible threshold at which the Executive Director is authorized to approve contracts without Board Approval from \$30,000 to \$100,000, as long as the contracts are consistent with the Authority's Board-approved budget and, if applicable, the Authority's approved purchasing policy. Accordingly, there are recommended changes to the Procurement Policy that require approval from the Board.

Ms. DeVary went through a detailed account of the sections of the policy that would be altered, presenting slides with exact language to be removed and added so that they match the legislation. Language was added to the Executive Director's Authority that the contracts he or she may execute and modify without Board approval, individually or cumulatively, must amount to "less than \$100,000 but no fixed-price contract may be increased by more than twenty-five percent of the amount of the contract or \$50,000, whichever is greater." This language was similarly updated under item 13 of the General Terms and Conditions section of the policy.

Ms. DeVary pointed out that she is not requesting any changes to Chapter IV, Methods of Procurement, Small Purchasing Procedures. Purchases between \$5,000 and \$29,999 will still require three written quotes and purchases of \$30,000 and up continue to require to follow a formal bid process.

At the suggestion of the Chairman and as discussed with the Executive Committee, if the Board agrees to the requested changes, Ms. DeVary will report to the Board on the contracts that have been awarded each month under the Financial Report Presentation at each Board Meeting. To give the Board an idea of what contracts would be affected, Ms. DeVary looked back at previous contracts and reported contracts up to \$100,000 would largely include recurring services such as the annual audit, landfill security, HHW disposal, wheeled loader rubber edges, grounds maintenance, and possibly laboratory services.

Mr. Sorey commented that it would be good practice to have the Executive Director report on contracts awarded each month, but suggested it be formally added as a part of the Procurement Policy. Ms. DeVary confirmed that she would speak with Mr. Spain and have that language formalized in the policy changes and report back on exact phrasing.

Chairman Keifer commented that he and the Executive Committee fully support these changes to the Procurement Policy, noting that, as an oversight Board, monitoring procurement is one of the Board's most important duties. It is within the Board's discretion to further restrict the Executive Director's contract authority if they see fit. Chairman Keifer and the Executive Committee are recommending the threshold be set at \$100,000, but that amount could be lowered in the future, if the Board so chooses.

Ms. DeVary commented that the Virginia Procurement Act currently allows localities and authorities, such as SPSA, to have small purchasing procedures up to \$200,000, but she is of the opinion that dollar amount is too high, so she requested that the legislation only be changed to a \$100,000 threshold. In 2009, when the Cosgrove Bill was originally enacted, the Virginia Procurement Act had small purchasing procedures set at a threshold of \$30,000, which is why the Bill, and subsequently SPSA's Procurement Policy were also set at \$30,000. Now that the Virginia Procurement Act has been changed and modified, it makes sense that new legislation and SPSA's policies would take those changes into account.

At Mr. Leahy's request, Mr. Spain clarified that the Board would be voting to amend the Procurement Policy as specifically recommended and to authorize the Executive Director to work with counsel to draft a reporting requirement to be included in the Procurement Policy, and that the final version of the Procurement Policy would be brought back at the following Board Meeting.

**Mr. McCoy moved, seconded by Mr. Sorey, to amend the SPSA Procurement Policy as presented, including a requirement for the Executive Director to report on approved contracts, and in accordance with the Code of Virginia, Section 15.2-5102.1, as amended and effective July 1, 2021. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.**

**9. ADOPTION OF THE JULY 1, 2021 – JUNE 30, 2022 BUDGET**

Ms. DeVary presented a review of the Proposed Operating and Capital Budgets for fiscal year 2022, which were also presented at the March Board Meeting.

**Southeastern Public Service Authority**

**PROPOSED OPERATING & CAPITAL BUDGETS**  
**FY 2022**

April 28, 2021

**FY 2022 Proposed Budget**

- Revenues = Expenses for a Total of \$48,157,974
- Represents a 10.2% increase from FY 2021 or \$4.47 million
- The municipal tipping fee increases to \$61 per ton
- Municipal tonnages are projected at 481,850 tons, an increase of 8.3% or 36,850 tons

April 28, 2021

### FY 2022 Revenues

- Total Tipping Fees are projected at \$49.95 million an increase of \$4.2 million or 10% and consist of:
  - ✓ Municipal Tip Fees ~
    - ✓ \$29.39 million, increase of 15.9% or \$4 million
    - ✓ 481,850 tons vs. 445,000 tons
  - ✓ Navy Waste ~
    - ✓ \$1.36 million an increase of \$39,573
  - ✓ Contract Waste (received at transfer stations)
    - ✓ \$7.1 million, a increase of \$260,000 or 3.8%
  - ✓ Non-Contract Waste
    - ✓ \$2.89 million, increase of \$190,000 or 7%

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### FY 2022 Revenues ~ Continued

- ✓ Other Waste
  - ✓ \$5.2 million, decrease of \$322,010 or 6%
  - ✓ Includes CDD, Norfolk Sludge, ash disposal and other waste disposed at the landfill
- Charges for Environmental Services are \$1,036,650
  - ✓ Tire disposal ~ \$600,000, unchanged
  - ✓ Household hazardous waste ~ \$386,650, an increase of \$53,650 due to increased participation
  - ✓ White goods ~ \$50,000, an increase of \$10,000 or 25%
  - ✓ Landfill Gas Royalties are \$260,000, unchanged
- Other Revenues consisting of miscellaneous income, interest earnings and use of fund balance are projected at \$909,856, an increase of \$211,365 or 30%.
  - ✓ Increase is primarily for capital budget from fund balance

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### FY 2022 Expenses ~ Summary of Changes

- Total Expenses are \$48,157,974, a net increase of 10.2% or \$4.47 million and is reflected in the following areas:
  - ✓ Operating Expenses, 79% of budget, increase ~ \$2.37 million or 6.6% to \$38.2 million
  - ✓ Capital Budget, 8% of budget, increases \$191,127 or 5% to \$3.69 million
  - ✓ Set aside for Landfill Expansion, Closure and the Flyover, 13% of budget, increases \$1.9 million or 44% to \$6.24 million

April 28, 2021

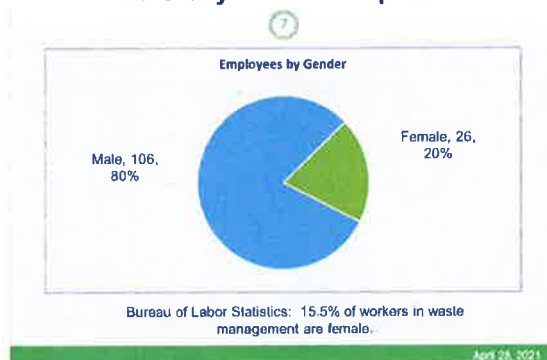
### FY 2022 Operating Expenses

- Net Increase in Operating Expenses include the following:
  - Total personnel costs increase \$146,800 and include:
    - ✓ 3% Merit increase in pay
    - ✓ -1.1% decrease in health insurance (3rd year in a row)
    - ✓ Net decrease of -1.6 FTE positions for a total 134.5 FTEs:
      - -1.0 Heavy Equipment Operator
      - -0.6 Human Resource Assistant
    - ✓ Adjusts Pay Plan by 1.5%

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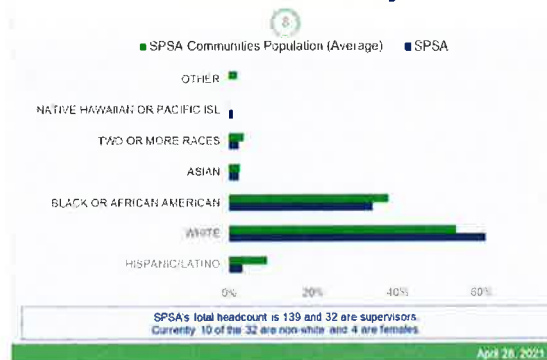
Mr. Maxwell raised a question on the 1.5% increase to the pay plan along with the 3% merit increase for employees, wanting to ensure that staff was not receiving a total wage increase of 4.5%. Ms. DeVary responded that staff was not receiving a 4.5% increase and clarified that the adjustment to the pay plan, or range of salary available for each position, is an effort to avoid having to make a larger adjustment later to accommodate inflation for future hires. The 3% wage increase for staff is not a cost-of-living allowance, but requires at least a “satisfactory” rating on their annual review.

### Diversity in the Workplace



April 28, 2021

### Race and Ethnicity



April 28, 2021

Also, during the portion of the presentation on personnel expenses, Ms. DeVary reviewed diversity statistics for SPSA's staff. Charts showing gender breakdowns at SPSA and in the



industry and member communities' average statistics on race and ethnicity, illustrated that SPSA's staffing diversity is close to the average for the communities it serves, and above the industry average for female employees. Another statistic of note was that of SPSA's 132 employees there are 32 supervisors, 10 of whom are non-white and 4 of whom are female. Chairman Keifer added that the discussion of diversity in the workplace is an ongoing subject of great importance for the Executive Committee. He asked if there were any questions or comments on the subject, but there were none.

### FY 2022 Operating Expenses Continued

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- > Professional/contracted services reflect a net increase of \$28,884 for building and site maintenance and the Host Fee payable to the City of Suffolk
- > Materials & Supplies increase \$22,378 primarily for pandemic supplies.
- > Contracted Waste Disposal Services increase \$2.2 million. The WDSA rate increase is 2.9% and WHDA increases 3%. This increase also includes diverting approximately 26,000 tons of waste from the Regional Landfill.

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### Capital Improvements/Equipment Replacement

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- > Capital Improvements /Equipment Replacement budget of \$3.67 million
  - > Landfill ~ \$809,000 for a dump truck, wheel wash and 2 pick up trucks
  - > Equipment Replacement at transfer stations~ \$1.4 million include 1 wheeled excavator, 2 wheeled loaders, 1 above ground scale
  - > Transportation ~ \$606,000 for 4 new tractors, \$630,000 for 7 trailers and \$125,000 for a yard dog
  - > \$100,000 for tipping floor repairs at the Chesapeake Transfer Station

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Mr. McCoy commented, for the benefit of newer Board Members, that in the past SPSA would finance all capital improvements and equipment replacement through 20- or 40-year financing, which resulted in sizeable debt and an untenable financial situation for SPSA. Mr. McCoy commended Ms. DeVary for her sound judgement and excellent work bringing the organization to financial stability with debt-free spending policies and cash reserves. Ms. DeVary thanked Mr. McCoy for his comments and, as they relate to equipment replacement, she passed the compliments along to Mr. Bagley and staff for their continued efforts to refine and implement the replacement schedule for every piece of SPSA equipment.

### Tip Fee Schedule – Recommended Changes

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Waste Type	Current Rate	Proposed Rate
Municipal Waste	\$57.00 / ton	\$61.00 / ton
Contract Non-Municipal Waste	\$52.50 / ton	\$54.50 / ton
Construction & Demolition Debris	\$51.00 / ton	\$55.00 / ton

**Recommendation:** Adopt the Schedule of Fees and Charges as advertised

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### Budget Recap

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- > Total Budget = \$48,157,974
- > Represents a 10.2% increase from FY 2021 or \$4.47 million
- > The municipal tipping fee increases to \$61 per ton
- > Municipal tonnages are projected at 481,850 tons, an increase of 8.3% or 36,850 tons
- > Includes a 3% merit increase for employees


**Recommendation:** Adopt the July 1, 2021 - June 30, 2022 Operating & Capital Budgets as presented

Apr 28, 2021

Having followed all the necessary procedures for the Public Hearing, it was recommended that the Board adopt the Schedule of Fees and Charges as advertised.

**Mr. Broad moved, seconded by Ms. Raulston, to adopt the Schedule of Fees and Charges as advertised. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.**

Mr. Maxwell moved, seconded by Mr. Moor, to adopt the July 1, 2021 – June 30, 2022 Operating and Capital Budgets, as presented. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.

<p><b>Changes to Strategic Operating Plan</b></p> <ul style="list-style-type: none"><li>➤ Added Juneteenth to the Holiday Schedule</li><li>➤ The section on the Regional Landfill ~ Planning Horizon~ was updated to reflect the most recent Airspace Report and updated the Conceptual Master Plan</li></ul> <p><b>Recommendation:</b> Adopt a resolution approving changes to SOP</p> <p>April 28, 2021</p>	 <p>SPSA WASTE SOLUTIONS Thanks, we'll take it from here.</p> <p>April 28, 2021</p>
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The last item for Board action was the update to the Strategic Operating Plan. In addition to updates to the Regional Landfill Planning Horizon and Conceptual Master Plan reflecting the most recent Airspace Report, Juneteenth was added as a state holiday. Ms. DeVary noted that changes to the Strategic Operating Plan occur by resolution and require a vote of at least 75% of the Board. The following proposed resolution was included in the meeting materials for consideration by the Board:

**RESOLUTION APPROVING REVISIONS TO THE STRATEGIC OPERATING PLAN – APRIL 28, 2021**

**WHEREAS**, the Southeastern Public Service Authority of Virginia (“SPSA”) is a party to identical Use and Support Agreements (the “Post-2018 Use & Support Agreements”) with each of its member communities (the “SPSA Members”);

**WHEREAS**, the Post-2018 Use & Support Agreements (1) include a Strategic Operating Plan to be attached thereto as Schedule I and incorporated therein by reference; and (2) require that the SPSA Board of Directors (the “Board”) review the Strategic Operating Plan on at least an annual basis in connection with the Board’s review and consideration of the annual operating budget of SPSA, and at such other times as the Board may deem necessary or appropriate;

**WHEREAS**, pursuant to the Post-2018 Use & Support Agreements, if deemed necessary or appropriate after review, the Strategic Operating Plan may be updated or modified by a resolution approved by at least seventy-five percent (75%) of the Board, and any such updated and/or modified Strategic Operating Plan shall be appended to the Post-2018 Use & Support Agreements as the new Schedule I thereto, in replacement of all prior Strategic Operating Plans.

**WHEREAS**, SPSA Executive Staff with the assistance and advice of legal counsel has reviewed the Strategic Operating Plan, and has recommended to the Board that certain updates and modifications be made to the Strategic Operating Plan; and

**WHEREAS**, the Board after review and consideration has deemed it necessary and appropriate to make the recommended changes to the Strategic Operating Plan.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of SPSA as follows:

1. The Strategic Operating Plan shall be updated and modified as shown on the Strategic Operating Plan attached to this resolution, the updated and modified Strategic Operating Plan shall replace the version of the Strategic Operating Plan approved by the Board on June 24, 2020, and the updated and modified Strategic Operating Plan shall be deemed to be appended as Schedule I to the Post-2018 Use & Support Agreements, and duly incorporated therein.

2. The Board hereby authorizes and directs the Executive Director of SPSA, in the name and on behalf of SPSA, to do all such acts and prepare, execute, file and deliver all such other documents, each in the name and on behalf of SPSA, that she may deem necessary or desirable to carry out the intent and purposes of the foregoing resolution.

**Mr. Sorey moved, seconded by Ms. Raulston, to adopt the resolution approving changes to the Strategic Operating Plan as presented. The electronic participants were polled individually. The motion was adopted by a unanimous vote in favor.**

**10. OTHER BUSINESS**

Chairman Keifer once again commended Ms. DeVary for her work on the budget. He asked if there was any further business, but there was none. Chairman Keifer mentioned that at the May Board Meeting he would be appointing a Nominating Committee for the election of new officers in July. He requested that any Board Members who are interested in serving, either on the Nominating Committee or as an officer, to please let him know.

**11. ADJOURN MEETING**

There being no further business to come before the Board of Directors the regular meeting was adjourned at 10:35 a.m.

  
\_\_\_\_\_  
Lisa R. DeVary  
Executive Director

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