

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, March 23, 2022 at 9:30 a.m.

*To accommodate those who may not be able to attend in person, the public may listen to and view presentations displayed at this meeting by registering at <https://attendee.gotowebinar.com/register/7228184364925282060>. 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 917-500-875. 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 22, 2022.

Meeting Organizer: Tressa Preston ~ tpreston@spsa.com ~ 757.961.3486



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1. Call Meeting to Order

Pledge of Allegiance

2. Public Comment Period

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

3. Personnel Committee Report

Closed Session

Motion to Approve Request for Closed Meeting.

I move that a closed session be held in accordance with Virginia Code Section 2.2 3711(A)(1) for discussion regarding the consideration of prospective candidates for the position of Executive Director.

Roll Call Vote in Open Session

Motion to Approve Certification after Closed Meeting.

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

Roll Call Vote in Open Session

4. Chairman's Comments**5. Approval of Minutes**

The minutes of the February 23, 2022 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 23, 2022 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 23, 2022

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. Tony Parnell	(SH)	Ms. Lynette Lowe	(SH)
Mr. D. Rossen S. Greene	(SU)	Mr. Albert Moor	(SU)
Mr. Thomas Leahy	(VB)	Mr. L.J. Hansen	(VB)

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

Others present at the meeting included Alternate Ex-Officio Members Mr. Hart Council (SH), Mr. Gary Kelly* (VB), Mr. Robert Lewis (SU), Mr. Oliver Love, Jr. (VB) and Mr. Richard Underhill (PO), SPSA executives, Mr. Dennis Bagley, Interim Executive Director, Ms. Tressa Preston, Secretary and Interim Director of Administration, Ms. Sandy Schreiber, Treasurer and Interim CFO, and Mr. Brett Spain, General Counsel.

*Mr. Kelly arrived at 10:40am.

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

1. CALL MEETING TO ORDER

Mr. Baugh, Chairman of the Board, called the meeting to order at 9:30 a.m. and led the Pledge of Allegiance.

2. PUBLIC COMMENT

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

3. CHAIRMAN'S COMMENTS

Chairman Baugh thanked the Board for their attendance and continued support to help maintain SPSA's excellent performance. He listed the items on the meeting agenda and

reminded the Board that an Orientation would follow the meeting. Chairman Baugh went on to say that he has been working closely with staff to focus meetings and better manage time frames so that Ex-Officio Board Members can get back to their municipality responsibilities, particularly given that it is budget season. He asked for the Board's help in accomplishing that goal. Chairman Baugh commented that he and staff are seeking ways to save time and are open to suggestions, such as the elimination of verbal roll call, which was implemented at that meeting.

The next issue Chairman Baugh presented to the Board was the matter of non-Board Members' attendance in closed sessions, which was brought up at the January 26, 2022 meeting. The matter has been brought to the Executive Committee, an opinion on the Code of Virginia has been sought from the FOIA Council, and the recommendation of the Executive Committee is to institute a formal process by which the Board may determine which, if any, non-Board Members may attend a closed session. The suggested method was to have the Chairman announce who would be allowed to attend the closed session. If there are no objections, that will be considered the unanimous consent of the Board and the closed session will move forward. If there are objections by any Board Members there can be discussion either in open session or in a separate closed session, as necessary. It was noted that if a municipality intends to request that a member of their staff or counsel attend a closed session that it be brought to the Chairman's attention as far in advance of the meeting as possible. The Board discussed and clarified these points.

Mr. Keifer moved, seconded by Mr. Leahy, that the SPSA Board of Directors shall determine on a case-by-case basis the non-Board Members who may attend a closed session, as discussed. The motion was adopted by a unanimous vote in favor.

4. APPROVAL OF MINUTES

The minutes of the January 26, 2022 Board Meeting had been distributed. Chairman Baugh asked if there were any additions or changes and there were none.

Mr. Hansen moved, seconded by Ms. Jarratt, to approve the January 26, 2022 minutes of the SPSA Board of Directors, as presented. The motion was adopted by a unanimous vote in favor.

5. FLYOVER OVERSIGHT COMMITTEE REPORT

Mr. Hansen, Chairman of the Flyover Oversight Committee, reminded the Board that at the January 26, 2022 meeting VDOT gave a presentation on the status of the flyover project. The next Flyover Committee Oversight Meeting took place only two weeks later and was quite brief. Mr. Hansen reported that the Committee decided to only meet quarterly until the project is further along. This will mean that there will not be an update from the Flyover Oversight Committee each month, only those months when Committee meetings are held, but they will continue to monitor the status of the project's schedule and budget and report as necessary. Mr. Hansen added that VDOT has posted a willingness to hold a design public hearing. Should individuals have questions they may reach out to the project manager and, if it is determined to be necessary, a design public hearing can be held for information. Mr. Stromberg commented that there is a strip of land that is owned by the City of Portsmouth which may be impacted by the project. Mr. Stromberg has been informed by a VDOT representative that they are still looking into the situation, but he asked that they be made

aware of any plans to move forward that may require an easement or purchase of that land. Mr. Hansen agreed that the City of Portsmouth would be advised.

6. INTERIM EXECUTIVE DIRECTOR UPDATES

Mr. Bagley introduced Mr. Nestor "Pete" Burgos, a senior heavy equipment operator at the Chesapeake Transfer Station who has been with SPSA for 19 years. Mr. Bagley complimented Mr. Burgos on his excellent customer service skills and commented that SPSA is lucky to have him as a team member. Chairman Baugh presented Mr. Burgos with a lapel pin as a token of appreciation.

In regard to the Cells VIII and IX wetlands permitting process, the Army Corps of Engineers has informed Mr. Bagley that they should have a Draft Environmental Impact Statement ready for SPSA to review and comment on in mid-April of 2022, with the goal of a published Draft EIS in June of 2022. On March 3, 2022 SPSA will host another tour of the landfill property with a Colonel in the Army Corps of Engineers and some high-level officials from the EPA. Mr. Bagley called the tour extremely important for the forward progress of the project. He drew the Board's attention to a flyer in their packet that was created by VHB at the request of the Corps. The Corps would like the flyer, which explains that they are considering allowing expansion of the current landfill or landfilling at an alternative site, to be mailed to all residents within a 1-mile radius of the Regional Landfill and the alternate site being considered. When Mr. Bagley was informed of this, he asked the Corps and VHB to not send anything out until he had a chance to speak with the Board, particularly the representatives from the City of Suffolk. Mr. Moor commented that, after speaking with Mr. Bagley, he reached out to VHB and they are setting up a call for him to discuss with the Corps the City of Suffolk's concerns about the validity of the alternative site given that it would be highly unlikely that local approval would be received to site a second landfill on a major corridor of the City. Mr. Bagley mentioned that the flyer may or may not go out, depending on Mr. Moor's discussions, but he wanted to be sure that the Board had received a copy of the flyer in case it is distributed. He added that the wetlands delineation approved in the January Board Meeting is underway and the next step is the creation of the draft Environmental Impact Statement.

Mr. Bagley informed the Board that progress is being made on the leachate management project that involves an RFP for a leachate evaporation system and an amendment to the cost sharing agreement made with HRSD for a leachate solution. Staff is waiting for final pricing from the one vendor that replied to the RFP. The goal is to ensure that the annual maintenance cost would be less than what SPSA would pay to treat leachate and use the HRSD force main. Mr. Bagley clarified that the planned leachate evaporation system would handle all of SPSA's leachate, meaning that the current pump and haul system will no longer be necessary, but should SPSA ever be in a situation where the evaporation system was shut down, hauling to HRSD would still be an option. The agreement with HRSD has already been approved by their Board and is awaiting the signature of their new Executive Director. Because removing leachate from HRSD's system is in their best interests, HRSD has agreed to pay \$4 million for the leachate evaporation system with SPSA contributing the \$3 million that the Board appropriated to the capital budget based on cost sharing agreement from a few years back. Mr. Bagley hopes to bring both the contract for the leachate evaporation system and the amended cost sharing agreement with HRSD to the Board at the March 23, 2022 meeting.

Fiscal Year 2023 budget plans are well underway, and Mr. Bagley reported that insurance and benefit numbers have just been received and those increases are being incorporated into the budget. He reminded the Board that for several years SPSA’s retirement program has been overfunded, which meant that SPSA did not owe any payments to VRS. That has changed this year and a significant increase has to be budgeted. Mr. Bagley and staff have been assessing the insurance and benefit information and working hard to offer the best plan possible for employees. Mr. Bagley anticipates that the projected tip fee remains on target.

Talks with the Navy regarding plans related to the conclusion of their contract with WIN are going well and a meeting is scheduled for March 3, 2022 so that they may look at the property. The Navy has a bulleted list of what SPSA is hoping to achieve. Mr. Bagley feels that the Navy representatives have a clear understanding of the situation and that a good partnership is being developed.

Mr. Bagley introduced Mr. Richard Crowther of Mas Energy who was in attendance and gave the Board a brief update on the Renewable Natural Gas (RNG) facility.



Schedule Update:

Construction Schedule	Start Date	End Date	% Complete	Status
Permitting	Jul-21	Dec-21	90%	Received w/ Conditions
Project Design	Jul-21	Mar-22	80%	On Schedule
Equip Procurement	Sep-21	Mar-22	100%	Complete
Site Mobilization	Jan-22	Feb-22	25%	Behind Schedule
Site Grading	Jan-22	Apr-22	0%	Not Started
Foundations	Apr-22	May-22	0%	Not Started
Buildings	Jun-22	Aug-22	0%	Not Started
Utilities	Mar-22	Oct-22	0%	Not Started
Major Equip Install	Jun-22	Aug-22	0%	Not Started
System Piping	Jun-22	Aug-22	0%	Not Started
Electrical	Feb-22	Nov-22	0%	Not Started
Testing/Commissioning	Nov-22	Dec-22	0%	Not Started



Major Milestones Achieved:

- Air permit received
- Initial design complete
- Major equipment ordered
- Gas rights agreement modified
- Interstate pipeline agreement executed
- Land disturbance permit in hand

Issues/Challenges:

- Construction permit pending
- Wetlands review underway for pipeline work
- Stormwater agreement due to City



Activities Currently Underway:

- Construction trailer to be delivered by end of Feb
- Site grading to begin in early March
- Major demo to begin later in March
- Foundation/Building work to begin in April
- Working w/ power company on modifying service
- Working w/ gas company on new service to provide gas to both MAS & SPSA sludge dryer project
- Engines scheduled to shutdown by end of April
- Gas sales to Solenis to continue for approx. 6 months



Mr. Crowther offered to answer any questions. Mr. Bagley commented that, from a reporting standpoint, everything is being monitored very closely and that Mas has weekly meetings with SPSA’s Environmental Manager and that Mas has greatly improved their reporting processes. Mr. Bagley thanked Mr. Crowther for their efforts. Mr. Crowther thanked Mr.

Bagley and staff for their patience and supportive partnership, noting that once the power plant is up and running, they hope to increase gas collection which will increase revenue for SPSA. Mr. Bagley added that the current plan will include using tail gas unsuitable for RNG to fuel the leachate evaporation management system.

Mr. Bagley presented the operations report, including a graph that showed a comparison between total waste and Regional Landfill waste. He reported that the tire processing facility shredded 85,300 tires that were put to beneficial re-use in January and SPSA transfer vehicle operators hauled 22,546 tons of waste and logged 70,328 miles. Mr. Bagley stated that staff is currently pumping leachate at maximum capacity and that 744,234 gallons, or 165 tanker loads were hauled to HRSD in the reporting period, which is indicative of the amount of rainfall in January.

Mr. Mike Kelley, Environmental Manager, presented the environmental compliance report, stating that there were no odor complaints, all permits were in compliance, and that all necessary sampling, reporting, testing, and reviews had taken place. Mr. Kelley discussed the fourth element in the series on the 17 elements of the Environmental Management System, which is the development of objectives and targets and their environmental management programs. Using the example of reducing sediment at the Regional Landfill, he detailed the process of determining and documenting ways to reduce risk associated with significant aspects and the implementation and reporting of those plans. Mr. Kelley asked if there were any questions or comments, but there were none.

7. WIN WASTE INNOVATIONS PORTSMOUTH MONTHLY REPORT

Mr. Clint Stratton presented the WIN monthly report in person.

WIN Waste Innovations - Portsmouth
January 2022 Report to SPSA Board



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



WIN Waste Innovations Portsmouth
January 2022
Actual Operational Data

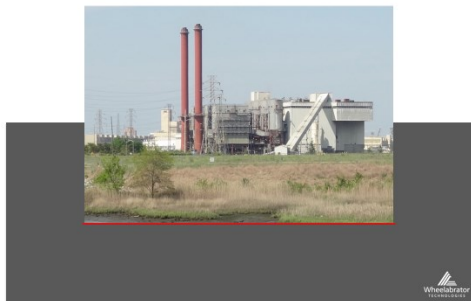


Net Refuse Received			Total Refuse Processed			Total NP Diverted			Ash Shipped		
Actual	Plan	Act/Plan	Actual	Plan	Act/Plan	Actual	Plan	Act/Plan	Actual	Plan	Act/Plan
43,814	47,960	(4,146)	42,827	53,343	(10,521)	5,048	5,646	998	11,509	15,203	(3,694)
Driven by regional tonnages being down			Driven by boiler USDT & TG USDT			Less receipts than budget			Driven by unfavorable processing		

Steam Sales			Boilers			TG's Unscheduled Downtime			Net MWH Sold		
Actual	Plan	Act/Plan	Actual	Plan	Act/Plan	Actual	Plan	Act/Plan	Actual	Plan	Act/Plan
\$4,466	\$3,627	839	439	100	(339)	5	0	(5)	9,007	15,743	(6,736)
NNSY usage up due to temperature			Driven by USDT on Boiler 4 with two tube leak events and freezing lines during snow events						Driven by unfavorable processing and favorable steam sales		

- Includes 1,201 tons of non-qualifying residue delivered to landfill, qualifying residue 89.55% for January
- Waste delivered by SPSA to RDF: 43,183 tons, Boiler availability – 84%, Turbine Generator availability- 99.97%, Ash Screen availability – 100%
- 0 OSHA Recordable accidents this period, 0 YTD, 0 Environmental Incident/ 0 Citizen Complaints for this period
- WIN Waste at 113 days at SPP and 600 days without an OSHA recordable injury. ZERO is always the goal and we are proud of that record

Questions?



Mr. Stratton offered to answer any questions. Mr. Maxwell commented that much of the data in the report presented shows unfavorable results and asked how WIN plans to abate and address the issues. Mr. Stratton responded that WIN is regularly addressing boiler outages and managing unscheduled downtime. He advised that WIN has considerable funds set aside for repair and maintenance. Chairman Baugh asked Mr. Stratton to report on the fire that occurred at the plant the previous day. Mr. Stratton discussed the details of that fire, which was located on a boiler bin feed conveyor, and added that the fourth boiler was currently out of service but should be back online that evening. Mr. Hansen commented that there have been two significant fires in the last two months and the operational report presented to the Board does not address those issues. He asked that the report be modified to include that relevant information. Mr. Stratton agreed that information could be added to the report. Chairman Baugh commented that he appreciated the remarks from the Board and added that Mr. Stratton should expand their report to provide a more detailed explanation of root causes and preventative measures and use that information to explain how WIN intends to move their results in a more positive direction. Mr. Keifer asked for an update on the preventative maintenance and capital improvement plan from WIN regarding the Portsmouth facility and Mr. Stratton replied that they plan to provide an update on that in March.

8. FINANCIAL REPORT

Ms. Schreiber informed the Board that, as of January 31, 2022, total revenues exceeded total expenses by approximately \$4.5 million. Tipping fees fiscal year to date reflect an increase of 7.2%, or approximately \$1.93 million as compared to FY 2021. Municipal waste tonnages were down approximately 10.2% or 30,523 tons as compared to last fiscal year. Commercial tons were up approximately 38% or 38,365 tons as compared to last year. Ms. Schreiber drew the Board's attention to the next two graphs in the presentation, noting that while tonnages for January look low that, historically, January and February are slower months for disposal and that the chart only refers to municipal tonnages. She also pointed out that when comparing year over year tonnages it is important to remember that the spike in tonnages experienced in FY 2021 was largely due to the pandemic quarantines. For the month ending January 31, 2022, total municipal waste was 32,255 tons as compared to 35,026 tons a year ago.

Ms. Schreiber reported that total expenses as of January 31, 2022 were approximately \$26.2 million, compared to \$23.8 million in the prior fiscal year. Ms. Schreiber commented that, while the discrepancy may look large, it is an expected change that was anticipated in the FY 2022 budget and is primarily related to planned contract increases. Ms. Schreiber reported that cash balances were at \$57 million, designated as \$2.7 million in the operating fund, \$6.4 million, the equivalent of 2 months' operating expenses, in the undesignated fund balance, \$3.3 million for FY 2021 purchase orders, \$2.5 million for the proposed HRSD force main, \$3.3 million in landfill expansion purchase orders, and \$38.7 million in the landfill expansion and closure fund.

Ms. Schreiber opened the floor for questions and Mr. McCoy asked for clarification on the cash balance showing \$2.5 million designated for the force main project and Mr. Bagley's earlier comments that the new cost sharing agreement with HRSD for the leachate evaporation system will show a commitment of \$3 million from SPSA. Mr. Bagley responded that, while SPSA was only required to set aside an initial \$2.5 in cash funds, at the time the

original cost sharing agreement was approved by the Board, SPSA committed to a total of \$3 million for their contribution to the project. There were no further questions.

Mr. McCoy moved, seconded by Ms. Raulston, to approve the SPSA financial report as presented. The motion was adopted by a unanimous vote in favor.

9. WIN WASTE INNOVATIONS UPDATE

Mr. Bagley reminded the Board that at the January 26, 2022 Board Meeting there was a closed session discussing a proposed amendment to the WIN/Wheelabrator contract which would involve an increase in payments to WIN beginning July 1, 2022. It was determined at that meeting that Board Members needed to speak with their municipalities before taking any action.

Comments were made by Mr. Maxwell, Ms. Jarratt, Mr. Leahy, and Mr. Keaton which indicated that their communities would be highly unlikely to be in favor of increasing tipping fees to WIN/Wheelabrator. Mr. Keifer asked if the July 1, 2022 was a firm date for beginning possible increases and Mr. Bagley responded that it was. Mr. Hansen suggested that, to avoid any appearance of lack of transparency, that a brief presentation, similar to the one presented in closed session at the January Board Meeting, be made in open session at the next Board meeting, and that a vote be taken then. Mr. Bagley and Chairman Baugh agreed, and the matter was tabled until the March 23, 2022 Board Meeting.

10. AIRSPACE REPORT

Mr. Bagley presented the 2021 Airspace Utilization Report and referred to this report as one of the most important presentations that the Board receives each year because it is used to determine how much space remains for disposal and gives insight into operational compaction performance, making it a crucial tool in planning for the future.



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 airspace consumed
- ▶ Compare new drawings to final elevation drawings to determine airspace remaining
- ▶ Gather weights of all incoming material
- ▶ Determine the number of pounds per cubic yard of airspace consumed
- ▶ Convert to Airspace Utilization Factor (AUF)

What Impacts AUF?

- ▶ Type of Material
- ▶ Density of Material
- ▶ Moisture Content of Material
- ▶ Compaction Quality
- ▶ Amount and Type of Cover Used

Data Through December 2021

- ▶ Total Material Landfilled in 2021
 - ▶ 305,222 Tons
- ▶ Total Volume of Landfill Consumed
 - ▶ 343,303 CY
- ▶ Pounds / Cubic Yard 1,778
- ▶ AUF .89
- ▶ Remaining Capacity 2.64 million CY
- ▶ Life Expectancy (Cells V and VI) May 2022

Life Expectancy Assumptions:
Waste volume remains at current level through June 2024 @ 1,400 lbs./CY compaction rate @ All available disposal space will be captured

Compaction Rate and Airspace Utilization Factor

Compaction Rate Lbs. / Cubic Yard

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

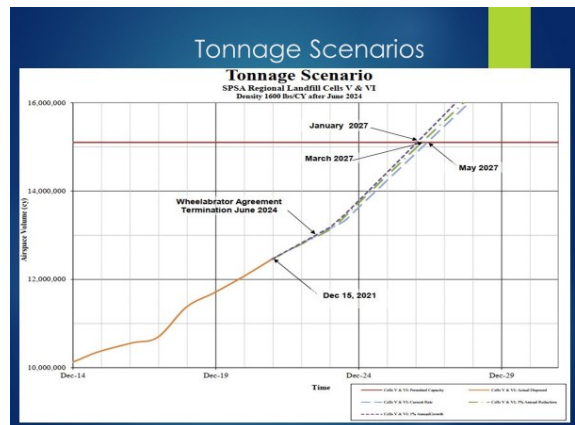
Airspace Utilization Factor Tons / Cubic Yard

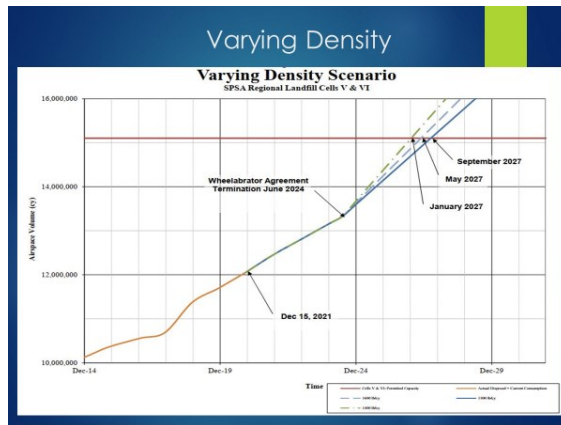
- .5
- .6
- .7
- .8
- .9
- 1.0

.7 AUF is Industry Benchmark
Cells V & VI AUF is .89

Year Over Year Comparison

Metric	2019	2020	2021
Tons Disposed	309,952 Tons	338,787 Tons	305,222 Tons
Airspace Consumed	320,749 CY	355,981 CY	343,303 CY
A.U.F.	.96	.95	.89
Operational In Place Density	1,932 Lbs. / CY	1,903 Lbs. / CY	1,778 Lbs. / CY
Disposed In Place Density	2,008 Lbs. / CY	1,997 Lbs. / CY	1,992 Lbs. / CY





Mr. Bagley commented that, while the Airspace Report shows that current compaction rates are good, every effort is being made to preserve airspace, including the decision to take part of the western communities' waste to the Atlantic Landfill. Mr. Bagley also brought the matter of using ash as daily cover to the Board's attention, stating that it has benefits and drawbacks. While the weight of the ash is good for compaction, if more ash is delivered than is required for use as cover, it also eventually contributes to reduced airspace. Mr. McCoy asked if WIN producing less ash in 2019 and 2020 impacted compaction rates. Mr. Bagley responded that less ash may have been a factor, but that the measure is more about the amount of municipal waste in comparison to the amount of ash that impacts compaction. Mr. Keifer asked if the chart showing an end to tonnages being delivered to WIN in June 2024 anticipates that when WIN's contract to produce steam for the Navy ends, that WIN will not complete their contract with SPSA through 2027. Mr. Bagley said Mr. Keifer was correct and that the chart anticipates the worst-case scenario in regard to tonnages received at the Regional Landfill. Mr. Hansen thanked Mr. Bagley and staff for the presentation and recognized the difficulty involved in putting the information together. Mr. Hansen referred to the chart comparing results year over year and asked for clarification on why density appears to be lessening when using ash as cover would suggest increasing density. Mr. Bagley responded that this was similar to Mr. McCoy's question and that the ratio of trash to ash plays a large part in total density. He also commented that the current working area has slopes where soil has to be used instead of ash. Mr. Hansen commented that under the current presented scenarios it shows that Cells V and VI will be viable until 2027 and the flyover project is scheduled for completion in April of 2026, which he finds to be encouraging, as Cell VII cannot be utilized until the flyover is complete. Given this information, Mr. Hansen asked if Mr. Bagley believes SPSA to be on a sustainable course should WIN not be able to take waste after June of 2024. Mr. Bagley said that Mr. Hansen's question was his greatest concern and that everything possible is being done to ensure that Cells V and VI have capacity until 2027 and that every conceivable scenario is being considered. Staff continues to monitor closely and plans to do airspace analysis each month. If more waste needs to be hauled to Atlantic as the time gets closer that will be done. Mr. Bagley believes with the strategies in place and being discussed that the goal will be narrowly achieved. Mr. Leahy asked about Mr. Bagley referring to optimal compaction rates versus cost and inquired if greater compaction could be beneficial at this time. Mr. Bagley explained how optimal compaction is determined electronically on bulldozers and commented that he would look into there being any unutilized benefit within that compaction program.

11. PERSONNEL COMMITTEE REPORT

Chairman Baugh informed the Board that there would be a closed session for the purpose of discussion of prospective candidates for employment, which is an authorized exemption under the Virginia Code. He announced that the only people present for this closed session would be Board Members and SPSA Counsel. There were no comments or objections. Chairman Baugh read aloud the following motion.

CLOSED SESSION**Motion to Approve Request for Closed Meeting.**

I move that a closed session be held in accordance with (a) Virginia Code Section 2.2-3711(A)(29) for discussion regarding the consideration of prospective candidates for the position of Executive Director.

Mr. Leahy moved, seconded by Mr. Maxwell, to enter into a closed session to discuss consideration of prospective candidates for the position of Executive Director, as presented. A roll call vote was taken of all voting members present, as noted above. The motion was adopted by a unanimous vote of in favor.

Motion to Approve Certification after Closed Meeting.

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

Mr. Sorey moved, seconded by Mr. McCoy, to certify the closed session as presented. A roll call vote was taken of all voting members present, as noted above. The motion was adopted by a unanimous vote in favor.

12. OTHER BUSINESS

Chairman Baugh asked if there was any other business, but there was none. He reminded the Board that a Board Member Orientation would immediately follow the meeting and that lunch was being served.

13. ADJOURN MEETING

There being no further business to come before the Board of Directors, the regular meeting was adjourned at 11:48 p.m.

Dennis L. Bagley
Interim Executive Director

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

6. WIN Waste Update

A brief open session overview of the material presented in closed session at the January 26, 2022 Board Meeting.

7. Presentation of July 1, 2022 – June 30, 2023 Budget

To be distributed in a separate booklet:

- FY 2023 Operating and Capital Budgets

Resolution Setting Public Hearing for Schedule of Fees & 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 and contract non-municipal solid waste, with such changes to be effective July 1, 2022; 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, 2022, 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 27, 2022 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 23rd day of March, 2022.

Attest: _____
Dale E. Baugh, Chairman



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

Effective July 1, 2022

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)	\$61 per ton \$65 per ton
Contract Non-Municipal Customers (minimum 50,000 30,000 tpy)	\$54.50 per ton \$56.00 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)	\$61 per ton \$65 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)	\$61 per ton \$65 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	\$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.

8. Proposed Updates to the SPSA Bylaws

The Executive Committee has discussed proposed changes to the SPSA Bylaws which would allow an additional member of the Executive Committee, as well as update language to reflect current standard business practices. The proposed updates can be seen in their entirety on the following pages.

The Bylaws require that any proposed amendment be presented first at a regular meeting for discussion, consideration, and alternation, as needed. At a subsequent meeting, the proposed changes shall be subject to further consideration and amendment and there after shall be acted upon. No action will be taken at the March 23, 2022 meeting.

BYLAWS
SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA
(Adopted 10-3-1973; as amended 6-28-1978; 8-23-1978; 9-5-1990; 11-23-1994; 11-27-1996;
1-25-2006; 12-19-2006; 7-23-2008; 1-1-2010; 5-22-2013; 5-13-2016; [4-27-2022](#))

ARTICLE I – POWERS

SECTION 1: POWERS AND DUTIES

The Authority shall have all the rights, powers and duties, and be subject to the limitations and restrictions set forth in Chapter 51 of Title 15.2 of the Code of Virginia of 1950 and any Acts of Assembly amendatory thereof or otherwise made applicable to the Authority.

ARTICLE II – MEMBERSHIP

SECTION 1: MEMBERS

Members of the board of directors of the Authority (the “Board”) shall be appointed in the manner and for terms as provided by applicable provisions of the Code of Virginia of 1950 and Acts of Assembly (“Applicable Law”) and by the Authority’s Articles of Incorporation.

SECTION 2: ALTERNATES

Alternate Board members may be selected in the manner provided by Applicable Law and in the Authority’s Articles of Incorporation and the term of the alternate shall be the same as the Board member, provided, however, that the alternate’s term shall not expire due to the Board member’s death, disqualification or resignation. For purposes of these Bylaws, if a Board member is not present at a meeting of the Board, the alternate for that Board member present at such meeting shall have all the voting and other rights of a Board member hereunder and shall be counted for purposes of determining a quorum at any Board meeting. Unless otherwise provided, whenever reference is made in these Bylaws to “Board members,” such term shall include an alternate acting in place of a Board member pursuant to the conditions set forth in the immediately preceding sentence.

ARTICLE III – MEETINGS

SECTION 1: REGULAR MEETINGS

Regular meetings of the Board shall be held on such dates and at such times and places as may be established by the Authority. The Authority may change the date and fix the time and place of any regular meeting at any prior meeting and may adjourn any meeting from time-to-time or to another place. Notwithstanding the foregoing, the Chair or any three members of the Authority may change the time and place of any regular meeting provided notice of such different time and place is given with the notice of such meeting. Written notice of each regular Board meeting shall be given not less than three days prior to the date of such meeting and notice shall be deemed given when ~~deposited in~~ [posted on](#) the ~~United States mail~~ [Authority’s website](#). The July meeting shall be the annual meeting of the Authority.

SECTION 2: SPECIAL MEETINGS

Special meetings of the Board may be called by the Chair at the Chair's discretion or by any three members of the Board upon twenty-four (24) hours' notice to all members of the Board in writing, by e-mail, or by telephone, of the time, place and purpose of the special meeting.

SECTION 3: QUORUM

A majority of members of the Board shall constitute a quorum.

SECTION 4: VOTING

Each member of the Board shall be entitled to one vote on matters before the Authority. The vote of not less than a majority of the members of the Board of Directors of the Authority shall be necessary for all actions taken by the Authority; provided, however, that the vote of greater than a majority of the members of the Board of Directors of the Authority shall be necessary for any action taken by the Authority where, and in each case to the extent, (a) required by applicable law or (b) otherwise required by and set forth in a written document approved by the requisite vote of the Board of Directors of the Authority. No vote by any member of the Board shall constitute or be construed as an official or unofficial commitment of the participating locality represented by such Board member.

SECTION 5: NOTICES

All notices required to be given to members of the Board shall also be given to alternates. All notices (other than notices of meetings as provided in Sections 1 and 2 hereof) may be given by regular U S mail, by e-mail, by phone or in person, but when any notice is given to all Board members, such notice shall be given to all Board members and alternates in the same manner. The Executive Director or the Executive Director's designee shall make a reasonable effort to confirm the receipt of all notices, provided that the failure to make such an effort or the failure to confirm receipt of any notice shall not make the giving of the notice ineffective.

ARTICLE IV – OFFICERS & DUTIES

SECTION 1: OFFICERS

The officers of the Authority shall consist of a Chair, a Vice-Chair, a Secretary, a Treasurer and such subordinate officers as may from time-to-time be elected or appointed by the Authority. The Secretary and Treasurer need not be Board members and they may be the same person.

SECTION 2: TERMS OF OFFICE

The Chair, the Vice-Chair, the Secretary and the Treasurer shall be elected at the Annual Meeting of the Authority to serve for a term of one (1) year, or until their successors are elected or until they die, resign, become ineligible or are removed from office by the Board. Each officer's term shall commence immediately upon election. Any vacancy occurring in an office shall be filled for the unexpired term by the Board at the next regular monthly meeting following the occurrence of such vacancy, or at a special meeting called for that purpose. If the vacancy occurs in the office of the Secretary or Treasurer, an acting officer shall be appointed by the Chair pending such election.

SECTION 3: TERM LIMITATIONS

The Chair and Vice-Chair may serve not more than two (2) consecutive one (1) year terms in succession, provided however that each such officer may serve for a third or fourth consecutive term if an extension is approved by a majority of the Board. Any Chair or Vice-Chair who serves a partial term shall not be considered as serving a full term for purposes of this limitation.

SECTION 4: ELECTION

Except for an election to fill a vacancy in an office that occurs prior to the expiration of the applicable officer's term in accordance with Section 2 of Article IV of these Bylaws, the Chair shall, at a regular or special meeting of the Board held not less than one meeting nor more than three meetings preceding the Annual Meeting of the Authority or any other meeting at which the election of one or more officers of the Authority shall be held, appoint a Nominating Committee consisting of three members of the Board. The Nominating Committee shall, at the meeting following its appointment by the Chair, submit to the Board for consideration the name or names of one or more persons for each office to be filled. Further nominations may be made by any Board member at the meeting at which the election of officers is actually held. Election of officers shall be by voice vote, unless changed by a majority vote of those present and voting.

SECTION 5: CHAIR

The Chair shall preside at all meetings of the Authority at which the Chair is present, and shall vote as any other Board member. The Chair shall be responsible for the implementation of the policies established and the actions taken by the Board; shall have all of the powers and duties customarily pertaining to the office of Chair of the Board; shall ~~sign or countersign checks, vouchers or drafts~~ authorize payments as provided in Article VII; and shall perform such further duties as may be assigned to the Chair by the Board.

SECTION 6: VICE-CHAIR

The Vice-Chair shall, in the event of the death, resignation or absence of the Chair, or of the Chair's inability to perform any of the duties of the office of the Chair or to exercise any of the Chair's powers, perform such duties and possess such powers as are conferred upon the Chair including without limitation the power to call meetings as provided in Article III hereof; shall ~~sign or countersign checks, vouchers or drafts~~ authorize payments as provided in Article VII; and shall perform such other duties as may from time-to-time be assigned to the Vice-Chair by the Chair or by the Board.

SECTION 7: SECRETARY

The Secretary shall give to the Board members notice of all regular and special meetings of the Board, and shall attend all such meetings and keep a record of their proceedings, which shall be a public record, and copies of which shall be sent with the notice of the next succeeding regular Board meeting. If the Secretary is absent from such meetings, the Chair may appoint an assistant secretary to keep the record of the proceedings. In general, the Secretary shall perform all of the duties incident to the office of the Secretary and such other duties as may from time-to-time be assigned to the Secretary by the Chair or by the Authority. The Secretary shall be assisted in the performance of the Secretary's duties and responsibilities by the Executive Director or the Secretary's designee. It shall be the duty of the Secretary to affix the seal of the Authority to all documents on which it is required or necessary.

SECTION 8: TREASURER

The Treasurer shall have general charge and supervision of all of the books and accounts of the Authority; shall have custody of the monies and securities of the Authority and keep an accurate record of the source of all monies; shall ~~sign or countersign such checks, vouchers or other instruments~~authorize payments as provided in Article VII or as otherwise required; shall make a brief financial report at each regular meeting of the Authority and an annual report as soon as practicable after the end of each year; and shall perform all other duties incident to the office of Treasurer or that may be required of the Treasurer by the Authority. The Treasurer shall be assisted in the performance of the Treasurer's duties and responsibilities by staff selected by the Executive Director.

ARTICLE V - COMMITTEES

SECTION 1: EXECUTIVE COMMITTEE

There shall be an Executive Committee of the Authority which shall consist of the Chair of the Board and not more than ~~three~~four (34) members of the Board. The Chair of the Board shall also be the Chair of the Executive Committee. The members of the Executive Committee shall be appointed by the Chair at the Annual Meeting of the Authority or at such other times as a vacancy occurs. Together with the Chair, these Board members shall be generally representative of the geographic diversity of the Authority's service area. The Executive Committee shall serve in an advisory capacity to the Chair and to the Executive Director on matters of Board development, education, planning, and coordination and such other matters as the Chair requests. The Board may refer matters of concern to the committee for its review and recommendation. This committee shall also have the responsibility to review proposals of the Authority or the Executive Director and to make recommendations to the Board. The committee shall not have the power to bind the Authority or to spend monies except those specifically appropriated for its use. The Executive Committee shall meet at such times and places as it shall determine. The Executive Committee shall be assisted in its work by the Executive Director and General Counsel, as needed.

SECTION 2: AUDIT COMMITTEE

There shall be an Audit Committee of the Authority which shall consist of not more than four (4) Board members. The members of the Audit Committee shall be appointed by the Chair at the Annual Meeting of the Authority or at such other time as a vacancy occurs. The Chair of the Board shall appoint the Chair of the Audit Committee. The Audit Committee shall ~~select~~recommend the selection of the Authority's auditors, ~~establish the scope of work of the audit~~ and shall receive and review the work of the auditors. The Audit Committee shall be assisted in its work by the Executive Director and the Treasurer.

SECTION 3: OTHER COMMITTEES

The Authority may establish such special and standing committees, advisory, technical, or otherwise, as it shall deem desirable for the transaction of its affairs. The Executive Director may establish any such advisory committee as the Executive Director deems appropriate, but such committees shall not be committees of the Board and shall have no power or responsibility to report to the Board.

ARTICLE VI – ADMINISTRATION

SECTION 1: STAFF

The Board shall select and may employ an Executive Director and pay to the Executive Director such compensation as it shall deem necessary and advisable to carry out its duties and implement its projects, programs, and other functions.

SECTION 2: EXECUTIVE DIRECTOR

The Chief Executive Officer of the staff shall be the Executive Director who shall have direct supervision of all of the other employees of the Authority and direct control, subject to the power of the Authority and its officers, of the management of the affairs of the Authority, and the Executive Director shall appoint all employees of the Authority in accordance with the budget as adopted by the Board.

~~SECTION 3: DUTIES OF EXECUTIVE DIRECTOR~~

The Executive Director shall act as disbursing officer, and shall be responsible for the payment of all bills or of all warrants or requisitions in accordance with the Authority's budget. The Executive Director shall be responsible for keeping a record of all monies paid out and received, and of receipts of vouchers to cover each expenditure. The Executive Director shall be responsible for preparing and presenting the annual budget sufficiently in advance of the beginning of the fiscal year to allow for adequate and timely review and consideration by the Board. Subject to the limitations and restrictions set forth under Applicable Law, the Executive Director shall have the power to sign on behalf of the Authority any agreement or other instrument necessary to fulfill the requirements of the approved budget. Unless otherwise provided, the Executive Director shall ~~sign checks and vouchers in payment~~ authorize payments of obligations of the Authority.

ARTICLE VII – FINANCES AND PAYMENTS

SECTION 1: FINANCES AND PAYMENTS

The monies of the Authority shall be deposited in such bank as the Board shall designate, and all payments ~~(with the exception of those from petty cash)~~ shall be made ~~by checks. Checks and drafts shall be signed~~ in the name of the Authority and authorized by the Executive Director or, in the absence of the Executive Director, by the Chair, or the Treasurer.

SECTION 2: AUDITS

The Board with the assistance of the Audit Committee, at least once each year, shall cause an audit to be made by an independent certified public accountant of the general funds of the Authority and any special project funds which are not audited by the Federal or State government or by other independent accountants.

SECTION 3: ~~BONDS~~ CRIME COVERAGE INSURANCE

The Authority shall cause ~~fideliy bonds-~~ crime coverage insurance to be secured covering each of its employees who receives or disburses its funds in amounts deemed by it to be adequate.

SECTION 4: FISCAL YEAR

The Fiscal Year of the Authority shall commence on July 1 of each year and shall terminate on the following June 30.

ARTICLE VIII – AUTHORITY SEAL

SECTION 1: SEAL

The Seal of the Authority shall be an impression in the form of a circle, and shall contain the words “SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA” around the outer circumference.

ARTICLE IX – AMENDMENTS

SECTION 1: AMENDMENT

Any proposed amendment, repeal or alteration, in whole or in part, of these Bylaws shall be presented in writing for a first time at a regular meeting of the Board. Such proposal may be considered and amended at such meeting, but shall not be acted upon by the Board until a subsequent regular meeting or a special meeting called for the purpose. At such subsequent meeting such proposal shall be subject to further consideration and amendment germane to the section or sections affected by such proposal, and shall thereafter be acted upon.

ARTICLE X – PROCEDURES

SECTION 1: PARLIAMENTARY PROCEDURE

In all matters of parliamentary procedure not specifically governed by these Bylaws, the current edition of Robert’s Rules of Order Newly Revised shall obtain.

[END OF BYLAWS]

9. Interim Executive Director Updates

Attachments:

- Landfill Operational Summary
- Joint Executive Committee and Personnel Committee Minutes – January 12, 2022
- Executive Committee Minutes – January 12, 2022 and January 19, 2022

Landfill Operational Summary

SPSA Regional Landfill Operational Summary				KEY:	
Period	February 1 2022 to February 28 2022			Change Since Last Report	
				All Is Well	
				Working On	
				Noted Issue	
Item	Metric Item	Metric	Performance/Comment	Status Code	Comments/Corrective Actions
1	Regulatory Compliance				
1.1	Notice of Violations	None	In Compliance		No issues during the reporting period.
1.2	Environmental compliance and reporting	Compliance	All submissions made.		No issues during the reporting period.
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during the reporting period.
1.2.2	Title V	Compliance	In Compliance		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.
2	Landfilling Operations				
2.1	Tonnage Landfilled	Actual Tons	19,762		
2.2	No. staff	13.5	8.5		5 vacancies: 2 Landfill Equipment Operators, 1 Solid Waste Assistant, 1 Environmental Tech, 1 L&E Compliance Specialist
2.2	Equipment Utilization	Key equipment fully operational and deployed	All equipment operating and deployed with appropriate spares		
3	Cover Operations				
3.1	Total Cover Material Received	Actual Tons	9,453		
3.2	Date of last aerial survey	12/17/2021			
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 2022
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.

4	Leachate Management				
4.1	Pump stations operational during period	100 % Operational	All pump stations are operational, pump performance is being monitored, and repairs/replacements made as necessary.		All vaults are operational.
4.2	SCADA system operational during period	100 % Operational	Fully operational		SCADA is fully operational. Low Flow to meters to HRSD, FIT-0301, and FIT-0401 were calibrated on 12/28 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	562,058		From 2/1 to 2/28
4.5.1.1	Cell V, Sumps 1-4	x gallons	374,932		From 2/1 to 2/28
4.5.1.2	Cell VI, Sumps 5-8	x gallons	484,624		From 2/1 to 2/28
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	661,333		From 2/1 to 2/28
4.5.3	Disposal costs in period: \$		\$ 19,053		From 2/1 to 2/28
4.5.4	Any issues relative to leachate quality and acceptance at WWTPs?	No constraints	No constraints		
5	Landfill Gas Management	Compliance	In compliance		
6	Odor Complaints	No complaints	0		From 2/1 to 2/28

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

Joint Executive & Personnel Committee Minutes – January 12, 2022

**Joint Executive and Personnel Committee Minutes
Southeastern Public Service Authority of Virginia
January 12, 2022**

A joint meeting of the Executive and Personnel Committees was held at 9:30 a.m. in the second-floor conference room of the SPSA Regional Office Building in Chesapeake, Virginia and was called to order by SPSA Board Chairman Dale Baugh. The other Executive Committee Members present at this meeting were Ms. Sheryl Raulston (also a member of the Personnel Committee), Mr. John Keifer, and Mr. Randy Keaton, who joined the meeting at 10:03 a.m. Personnel Committee Members present were Committee Chair Tom Leahy, Mr. Michael Etheridge, and Mr. Luke McCoy. After the adoption of an Electronic Participation Policy by the Personnel Committee listed previously, Mr. Richard Broad joined the meeting by phone from his home in Norfolk due to medical reasons. There were no objections to his electronic attendance. Also in attendance were Interim Executive Director, Dennis Bagley, Interim Director of Administration, Tressa Preston, Interim CFO Sandy Schreiber, and General Counsel, Brett Spain.

Items for Discussion:

Chairman Baugh reminded the Executive Committee and the Personnel Committee that they were meeting jointly to best fulfill FOIA guidance on meeting participation. He also mentioned that the additional meetings he has planned for the coming months will be held as long as they are necessary and helpful.

1. Proposed Electronic Participation Policy for the Personnel Committee

As this was the first meeting of the Personnel Committee, it was determined that an Electronic Participation Policy should be adopted, as has been done for Board Meetings and Executive Committee Meetings.

Personnel Committee Chairman Tom Leahy read the following policy:

Policy on Individual Participation in SPSA Personnel Committee Meetings by Electronic Means under § 2.2-3708.2

It is the policy of the Personnel Committee of the Southeastern Public Service Authority of Virginia (the "Personnel Committee") that individual members of the Personnel Committee may participate in meetings of the Personnel Committee by electronic means as permitted by Virginia Code § 2.2-3708.2. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Personnel Committee to be physically assembled at the primary or central meeting location, and arrangements will be made for the voice of the remote participant to be heard by all persons at the primary or central meeting location. The reason that the member is unable to attend the meeting and the remote location from which the member participates will be recorded in the meeting minutes.

When such individual participation is due to a personal matter, such participation is limited by law to two meetings of the public body per member each calendar year.

Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a member's participation from a remote location is challenged, then the Personnel Committee shall vote whether to allow such participation. If the Personnel Committee votes to disapprove of the member's participation because such participation would violate this policy, such disapproval will be recorded in the minutes with specificity.

Ms. Raulston moved, seconded by Mr. McCoy to approve the policy, as presented. The motion was approved by the members of the Personnel Committee physically present by a unanimous vote in favor.

Following adoption of the policy, Mr. Broad joined the meeting by telephone, as noted above.

2. Interim Leadership Status

Chairman Baugh commented that whenever an organization is in an interim situation there are associated risks and with Ms. DeVary resigning, SPSA lost two critical positions. He went on to say that SPSA is mitigating those risks through a number of efforts including having Ms. Schreiber serve as interim CFO, the formation of the Personnel Committee, the continuation of the Flyover Oversight Committee, the authorization of the Audit Committee to provide financial and investment advice as needed, and utilizing Ms. Raulston's expertise in environmental matters when appropriate. Chairman Baugh asked if the Committees had any additional risks they would like to discuss, but there were none mentioned.

3. SPSA Personnel

Mr. Bagley commented that in the past two weeks it has been incredible to see the way the organization has come together to move forward. In order to ensure that all of the authorities' areas of business are handled appropriately and that he may focus on the work that the Board has charged him with as Interim Executive Director, he has appointed several interim positions to manage day-to-day business. Sandy Schreiber will serve as Interim CFO, Henry Strickland will serve as Interim Director of Operations, Mike Kelley will serve as Interim Environmental Manager, and Tressa Preston will serve as Interim Director of Administration. Mr. Bagley explained workflow responsibility in the interim organizational plan. He went on to say that, if selected as Executive Director it is his intention use the interim structure as a model for a new organizational plan.

There were questions raised about SPSA's nepotism policy, the creation of job descriptions for interim positions, and the signatory permissions included in SPSA's Bylaws, all of which were tabled for a later meeting.

Ms. Preston provided an update on COVID-19's impacts on the workforce and SPSA's efforts to keep employees safe and service uninterrupted.

Mr. Bagley reported that there have been three applications for the CFO position, two of which may be potential candidates to interview at a later date. It was reiterated that while, ideally the new Executive Director should select the new CFO, Mr. Bagley was instructed to advertise the position immediately and move forward in the process with any exceptional candidates. Personnel Committee Chairman Leahy commented that some of the applications that have been received for the Executive Director position may also be suitable candidates for the CFO position.

4. Closed Session

Motion to Approve Request for Closed Meeting.

Personnel Committee Chairman Leahy read the following closed session motion:

I move that a closed session be held in accordance with Virginia Code Section 2.2 3711(A)(1) for discussion regarding the consideration of prospective candidates for the position of Executive Director.

Mr. Leahy moved, seconded by Mr. Keifer, to approve the closed session motion as read. The motion was adopted by a unanimous roll call vote in favor. Mr. Bagley, Ms. Schreiber and Ms. Preston did not attend the closed session. All Board members listed above, and Mr. Spain, attended the closed session.

Motion to Approve Certification after Closed Meeting.

The Executive Committee and Personnel Committee of the Southeastern Public Service Authority of Virginia hereby certify that, to the best of each member's knowledge: (a) only public business matters lawfully exempted from open meeting requirements by Virginia law under the Virginia Freedom of Information Act; and (b) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting just concluded.

Mr. Leahy moved, seconded by Mr. Keifer, to approve certification as read. The motion was adopted by a unanimous roll call vote in favor.

5. Meeting Adjourned at 11:28 a.m.

Executive Committee Minutes – January 12, 2022

Executive Committee Minutes
Southeastern Public Service Authority of Virginia
January 12, 2022

A special meeting of the Executive Committee was held at 11:30 a.m., immediately following the 9:30 a.m. Joint Meeting of the SPSA Executive and Personnel Committees, in the second-floor conference room of the SPSA Regional Office Building in Chesapeake, Virginia and was called to order by Chairman Dale Baugh. The other Committee Members present at this meeting were Ms. Sheryl Raulston, Mr. John Keifer, and Mr. Randy Keaton. Also in attendance were Interim Executive Director, Dennis Bagley, Interim CFO, Sandy Schreiber, Interim Director of Administration, Tressa Preston, and General Counsel, Brett Spain. Board Members Tom Leahy, Luke McCoy, and Michael Etheridge were present but not participating.

Items for Discussion:

1. Interim Executive Director Updates

At Chairman Baugh's request, Mr. Bagley briefly updated the Board on current matters.

a) New Board Members and Orientation

Mr. Bagley reminded the Board that new Governor-appointed Members from the City of Suffolk and Southampton County have joined the Board. He hopes they will both be able to be in attendance, but there may be a scheduling conflict due to previous commitments. In light of this possibility, Mr. Bagley suggests that Board Member orientation take place immediately following the February 23rd Board Meeting. Mr. Spain confirmed that there would be no FOIA issues with holding the orientation after a Board Meeting as long as it is included as part of the scheduled meeting.

b) FY 2023 Budget

Staff has had a budget kickoff for their portion of the fiscal year 2023 budget process and Ms. Schreiber and Mr. Bagley have already completed much of the necessary planning. Mr. Bagley anticipates presenting the budget to the Board at the March Board Meeting with the Public Hearing and proposed vote to adopt the budget at the April Board Meeting.

c) Chesapeake Curbside Recycling Cessation

As many were likely aware of the situation and its possible impact on SPSA's operations, Mr. Bagley informed the Committee that he and staff are planning to accommodate any waste flow changes as a result of Chesapeake's decision to end their curbside recycling program at the end of this fiscal year. The City of Chesapeake is still determining how they intend to address the situation and SPSA will be able to adjust accordingly.

d) Employee Recognition

Regarding the January 26, 2022 Board Meeting, Mr. Bagley informed the Committee that, in keeping with his goals of increasing employee recognition, his report will include introducing the Board to a staff member. He intends to do this at each meeting, moving forward, keeping it brief, but allowing the Board the opportunity to get to know the people who make SPSA such an outstanding organization.

e) DEQ Letter

The official response from DEQ regarding Mas Energy's missed gas wellhead readings has been received in the form of a warning letter. Mr. Bagley reports that this is the best scenario SPSA could hope for. No further action is required on SPSA's part, as all mitigation efforts have already taken place. A copy of the letter has been sent to Ms. Raulston and Mr. Bagley had copies for other Committee Members if they wished to read the letter themselves. Mr. Spain commented that when SPSA files its next semi-annual report with DEQ there will still be missing data, as some of the missed readings fell into the second reporting period. Mr. Bagley replied that he is in ongoing conversations about this with DEQ and he has been assured that there will be no residual issues with the next filing.

f) Flyover Project

Also at the January meeting, Mr. Mike Davis of VDOT will be making a presentation on the status of the Flyover Project.

g) WIN Waste Innovations

Also, moving forward, Mr. Bagley would like to see WIN Waste Innovations' reporting include less high-level industry information and be more meaningful for non-experts.

h) Contracts

There will be three contracts presented for consideration at the January meeting. The first is for a replacement yard spotter, the second is to award the contract for Professional Engineering Services, and the third will be for a compactor refurbishment.

For Professional Engineering Services, it is staff's recommendation to award contracts to both HDR Engineering and SCS Engineers, the top two bidders, which will allow for a better system of checks and balances across the engineering work being performed. Chairman Baugh asked if having two companies would increase costs and Mr. Bagley responded that costs will likely go down under this scenario. He also added that HDR and SCS are considered nationwide to be the best firms for landfill engineering services.

i) Tipper Analysis

As part of the contract for a compactor refurbishment, Mr. Bagley will present a brief tipper trailer analysis. Because of the costs for trailers have increased as much as \$20,000 per trailer this year, it is staff's recommendation to delay purchasing trailers this fiscal year and instead fund a compactor, which is budgeted in the FY 2023 capital

plan, through an exclusive program being offered by Caterpillar for eligible customers. This program was created to accommodate rising costs in materials and includes a complete rebuild – including new serial number and manufacturer’s warranty. Going through this program would result in substantial savings for SPSA. Mr. Bagley intends to have an expert from Caterpillar available at the January Board Meeting to answer any questions that the Board might have about the process.

j) Bylaws

There has been discussion about proposing the SPSA Bylaws be amended to allow for up to four members of the Executive Committee in addition to the Chairman. Also, clarifying on the signature allowances in the Bylaws needs to be attained. These discussions were tabled to a future meeting.

k) December Board Meeting Date

Due to a scheduling conflict with another regional meeting, the December 2022 Board Meeting date needs to be moved to December 14, 2022. Because the Board Meeting dates were voted on, this change will need to be a vote, as well.

2. Closed Session

Motion to Approve Request for Closed Meeting.

Chairman Baugh read the following closed session motion:

I move that a closed session be held for discussions regarding a proposed amendment to the Waste Disposal and Services Agreement between Wheelabrator Portsmouth Inc. (now WIN Waste) and SPSA in accordance with (a) Virginia Code Section 2.2 3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (b) Virginia Code Section 2.2 3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Keifer moved, seconded by Ms. Raulston, to approve the closed session motion as read. The motion was adopted by a unanimous roll call vote in favor. Board members Thomas Leahy, Luke McCoy and Michael Etheridge attended the closed session, along with Mr. Bagley, Ms. Schreiber, Ms. Preston, and Mr. Spain.

Motion to Approve Certification after Closed Meeting.

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

Mr. Keifer moved, seconded by Ms. Raulston, to approve certification as read. The motion was adopted by a unanimous Executive Committee roll call vote in favor.

3. Meeting Adjourned at 12:17 p.m.

Executive Committee Minutes – January 19, 2022

Executive Committee Minutes
Southeastern Public Service Authority of Virginia
January 19, 2022

A regular meeting of the Executive Committee was held at 9:30 a.m. in the second-floor conference room of the SPSA Regional Office Building in Chesapeake, Virginia and was called to order by Chairman Dale Baugh. The other Committee Members present at this meeting were Ms. Sheryl Raulston, Mr. John Keifer, and Mr. Randy Keaton. Also in attendance were Interim Executive Director, Dennis Bagley, Interim CFO, Sandy Schreiber, Interim Director of Administration, Tressa Preston, and General Counsel, Brett Spain. Board Members Tom Leahy and Luke McCoy were present but not participating.

Items for Discussion:

1. Chairman's Comments

Chairman Baugh commented that while the previous Executive Committee Meeting covered many important topics and issues, the discussion exceeded the time allotted for the meeting. He asked the Committee to help him stay on topic and follow the agenda more closely.

2. Review and approve Executive Committee Minutes of December 1, 2021

Mr. Keifer moved, seconded by Ms. Raulston, to approve the minutes of December 1, 2021. The motion was adopted by a unanimous vote in favor.

3. Interim Executive Director Updates

a) On-going Update Items

Mr. Bagley reported that, at the January Board Meeting, the Flyover Oversight Committee will introduce Mr. Mike Davis of VDOT who will be making a presentation on the Flyover project. The goal of this presentation is to ensure that, in the event that a public hearing becomes necessary, the Board has all of the information that would be presented at that hearing.

As noted on the agenda, the discussion on the WIN Contract was scheduled for a closed session later in the meeting. Mr. Bagley informed the Committee that WIN had been dealing with some breakdowns in equipment resulting in diversions. Mr. Keaton reminded the Committee that, as long as WIN continues to back-haul after a diversion, as outlined in the contract, there is no reason for concern. Mr. Bagley confirmed that was correct but noted that there were additional transportation costs associated with diverting.

Regarding wetlands permitting, Mr. Bagley made the Board aware that the Army Corps of Engineers has determined that the alternate site being included in the Environmental Impact Statement (EIS) is going to require a wetlands delineation due to the fact that the property in question has been ditched previously, and they want to be able to do a direct comparison with the landfill property, which recently underwent

a new delineation. The Corps is still determining what the wetlands delineation should entail. Mr. Bagley is anticipating receiving a new task order and will keep the Committee informed on how the Corps decides to move forward. Mr. Bagley further advised that the draft EIS, which was expected in mid-January, will likely not be ready until at least mid-March.

SPSA received a warning letter from DEQ regarding the missed landfill gas readings over the summer. Mr. Bagley and Ms. Raulston reported that, under the circumstances, this was the best outcome SPSA could have hoped for. They also anticipate that the reason SPSA was able to stay in good graces with DEQ is because of SPSA's transparency and quick, thorough mitigation of the issue. Copies of the letter will be distributed at the January Board Meeting.

Mr. Bagley reported that FY 2023 budget meetings with each department have begun and that the capital budget is completed. He went on to say that the remaining factors to be determined relate to fuel costs and salaries, particularly in light of legislated minimum wage increases and resulting compression in the pay scale.

b) Upcoming Board Meeting Agenda New Action Items

As previously discussed, at the January Board Meeting, the Board will need to elect a Treasurer. In keeping with the Bylaws, Chairman Baugh appointed an interim Treasurer (Ms. Schreiber) to serve between Ms. DeVary's date of resignation and the next scheduled meeting. The Board will also need to take action to approve moving the December Board Meeting date to accommodate other regional meetings. Both of these actions will take place during the Chairman's Comments. During the Personnel Committee Report, Committee Chairman Leahy will ask the Board to ratify changes to the Executive Director advertisement to include less restrictive language and extend the application deadline to January 31, 2022. New copies of the advertisement brochure will be provided to the Board.

Mr. Bagley reviewed the contracts that will be presented for consideration, noting that one contract is fairly straight forward, but that the other two will require discussion. It is being recommended that the contract for Professional Engineering Services be awarded to the top two bidders, HDR Engineering and SCS Engineers so that SPSA has more options for the work being done and that a system of checks and balances can be in place for both the quality and the cost of the work being done. The contract for a yard spotter was done by IFB and although the low-bidder's price came in over budget due to the current price of steel and other commodities, there is capital savings available to cover the additional cost. The third contract reflects the recommendation that, due to the drastically increased price, trailer procurement be postponed for a future year when prices are expected to drop. Staff suggests that budgeted capital funds be used to enroll a compactor in the Caterpillar Certified Re-build program, at a significant savings, compared to purchasing a new compactor. The Re-Build program is run by Caterpillar and results in a machine with a new serial number and factory warranty. Mr. Bagley has arranged for a Caterpillar representative to be present at the Board meeting to answer any questions.

c) February Board Meeting Agenda Items

At the February Board Meeting, Mr. Bagley plans to do a thorough presentation of the 2021 Airspace Report. He has been verifying the data regarding life expectancy of the landfill and is cautiously optimistic about the findings. Mr. Bagley reminded the Committee that this is critical information that helps determine how SPSA can ensure that capacity in Cells V and VI is maintained until 2027.

Regarding the HRSD force main and proposed changes to the cost sharing agreement, Mr. Bagley let the Committee know that bids for the leachate evaporation system would be opened on January 28, 2022. Mr. Spain is working on amending the cost sharing agreement, which should be completed as soon as final costs are assessed and before Mr. Henifin's retirement from HRSD on February 22, 2022.

Mr. Bagley and staff met with Board Members Earl Sorey and Greg Martin of Chesapeake to discuss service at the Chesapeake Transfer Station and updating the Ancillary service agreements for Chesapeake, regarding extended hours. The updated agreement will likely be brought to the Board for review at the March Board Meeting, but the Chesapeake City Attorney's Office may need more time to review. Mr. Spain explained the existing agreements and the proposed changes to date regarding a CPI adjustment and renewal provision.

Prompted by discussions regarding specific sections of the SPSA Bylaws, it was determined that staff and Mr. Spain would take a close look at the document to see if there was additional language that would benefit from being updated to reflect more current business practices. A redlined version of suggested updates would be presented at the February Executive Committee meeting for review and possible inclusion in the March Board Meeting Agenda for full Board review.

SPSA staff plan to hold a Board Member Orientation for new Board Members, and any Member who would like to attend, immediately following the formal agenda of the February Board Meeting. Lunch will be served.

4. Closed Session

Motion to Approve Request for Closed Meeting.

Chairman Baugh read the following closed session motion:

I move that a closed session be held for discussions regarding a proposed amendment to the Waste Disposal and Services Agreement between Wheelabrator Portsmouth Inc. (now WIN Waste) and SPSA in accordance with (a) Virginia Code Section 2.2 3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (b) Virginia Code Section 2.2 3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Keifer moved, seconded by Mr. Keaton, to approve the closed session motion as read. The motion was adopted by a unanimous Executive Committee roll call vote in favor. Mr. Bagley, Ms. Schreiber, Ms. Preston, and Mr. Spain attended the closed session and Board members Tom Leahy and Luke McCoy observed the closed session.

Motion to Approve Certification after Closed Meeting.

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

Mr. Keifer moved, seconded by Mr. Keaton, to approve certification as read. The motion was adopted by a unanimous Executive Committee roll call vote in favor.

5. Other Business

Mr. Keaton mentioned that Isle of Wight may be considering modifying their recycling program to focus on items for which there is currently a viable market.

6. Meeting Adjourned at 11:35 a.m.

10. WIN Waste Innovations – Portsmouth Monthly Report
Presented by Mr. Clint Stratton, Plant Manager

March 9, 2022

Dennis Bagley
Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, VA 23320

Dear Mr. Bagley:

Please find attached the Monthly Report for WIN Waste Innovations 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, WIN Waste Innovations

enclosure

WIN Waste Innovations
 TONNAGES REPORT
 CALENDAR YEAR 2022

MONTH	SPSA			THIRD PARTY		OUT-OF-STATE		OUTSIDE-AREA		TOTAL TONNAGE	NAVY STEAM		ALL WASTE		NP REMOVED		PROHIBITED		RDF WASTE		PROCESSED		RESIDUE		MW SOLD TO THE GRID (MWh)
	ACCEPTABLE WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	ACCEPTABLE WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	DELIVERED (K-LBS)		ACCEPTED AT RDF (TONS)	FROM RDF (TONS)	WASTE	WASTE (TONS)	DIVERTED TO LANDFILLS (TONS)	PROCESSED WASTE (CALC)	FORMULA	DELIVERED TO LANDFILL (TONS)	DELIVERED TO LANDFILLS (TONS)	PROCESSED WASTE (CALC)	FORMULA	DELIVERED TO LANDFILL (TONS)	DELIVERED TO LANDFILL (TONS)	MM SOLD TO THE GRID (MWh)	
JAN	43,183.39	4,999.67	797.75	-	48,980.81	84,466	48,980.81	5,047.58	-	1,654.83	43,933.23	42,826.75	11,509.39	9,007											
FEB	40,252.27	8,191.44	882.92	-	49,326.63	78,516	49,326.63	6,033.07	-	-	43,293.56	43,372.83	9,742.97	9,264											
MAR																									
APR																									
MAY																									
JUN																									
JUL																									
AUG																									
SEP																									
OCT																									
NOV																									
DEC																									
YTD TOTAL	83,435.66	13,191.11	1,680.67	-	98,307.44	162,982.00	98,307.44	11,080.65	-	1,654.83	87,226.79	86,199.58	21,252.36	18,271.00											

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

**WIN Waste Innovations
AVAILABILITY
CALENDAR YEAR 2022**

MONTH	BOILER AVAILABILITY (%)	BOILER PLANNED OUTAGES (HRS)	BOILER UNPLANNED OUTAGES (HRS)	TURBINE AVAILABILITY	TURBINE PLANNED OUTAGES (HRS)	TURBINE UNPLANNED OUTAGES (HRS)
JAN	84.0%	0	489	99.97%	0	5
FEB	84.0%	150	277	95.0%	96	0
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	84.0%	150.00	766.00	95.0%	96.00	5.00

WIN Waste Innovations
SUPPLEMENTAL INFORMATION
February 2022

Total Waste received by SPSA:	40,252 tons
Waste delivered to RDF:	49,327 tons
Total RDF processed:	43,373 tons
Residue sent to landfill:	9,743 tons*
Electric power sold:	9,264 MW
Steam sold to Navy:	78,516 K-LBS
Overall Boiler availability:	84%
Overall Generator availability:	95%
Environmental Incidents	0

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

General Notes:

* This total includes 1243.96 tons of non-qualifying residue delivered to the landfill this period, qualifying residue 87.23% for this period.

Unscheduled downtime driven by four boiler this period with plugging issues. New chutes to alleviate this are in inventory and are scheduled to be changed out in outage the week of March 14th. The fire on this boiler's bin feed caused 29 hours of unscheduled downtime.

WIN Waste Innovations

Monthly Report for the Month of February 2022

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

Op Stats: See attached spreadsheet

Upcoming Planned Outages:

2022 Outages

January	No outage
February 13-20	Boiler 3
March 13-20	Boiler 4
April 11-21	Boiler 1
May	No outage
June 12-19	Boiler 2
July 11-19	Boiler 3
August 15-22	Boiler 4
September 19-26	Boiler 1
October	No outage
November 14-22	Boiler 2
December	No outage

WIN Waste Innovations RDF and WTE Operational Summary		KEY:			
Provided by WIN Waste Innovations		Change Since Last Report			
Feb. 1, 2022 to Feb. 28, 2022		All Is Well			
		Working On			
		Noted Issue			
Item	Metric Item	Metric	Performance	Status	Comments
1	Regulatory Compliance				
1.1	Notice of Violations	Compliance	In Compliance		No issues during reporting period
1.2	VPDES	Compliance	In Compliance		No issues during reporting period
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during reporting period
1.2.2	Title V	Compliance	In Compliance		No issues during reporting period
2	RDF Tipping Floor Operations				
2.1	Wait Times	<30 min			Wait times less than 30 minutes
2.2	Floor Volume	<1,500 Tons			
2.3	Equipment Utilization	Key equipment fully operational and deployed			
3	Ash				
3.1	Ash Delivered to RLF	Actual Tons	9,743		
3.2	Percentage of Ash Re-classified	<20%	1,244		Reclassified was 12.77%
3.3	Percentage of Ash used as ADC	> 80%	8,499		ADC was 87.23%
3.4	Rejected Loads of Ash	0	0		
4	WTE				
4.1	Boiler Availability	> 90%	84%		Driven by four boiler plugs and the fire event on the bin feed for this boiler. Outage scheduled March 14th to permanently address these issues.
4.2	TG Availability	> 90%	95%		
4.3	Ash Screener Availability	> 95 %	95%		1800 screener was down for belt changeouts. Smaller unit was in operation which does not perform as well for ADC% and throughput compared to the larger unit
5	Cleanliness/Litter Control				
5.1	Citizen Complaints	0			Overall cleanliness of the facility continues to improve.
5.2	Odor Complaints	0			No issues during reporting period
<p>Acronym Definitions RDF - Refuse Derived Fuel, WTE - Waste To Energy, VPDES - Virginia Pollution Discharge Elimination System, ADC - Alternative Daily Cover, TG - Turbine Generator</p>					

11. Financial Report

Statement of Revenue and Expenses – Budget to Actual Comparison

For the month ending February 28, 2022, total revenues exceeded total expenses by approximately \$4.4 million as compared to \$5.3 million in the previous year.

Tipping fee revenue received FYTD reflects an increase of 7.9% or approximately \$2,335,000 as compared to fiscal year 2021. Municipal waste tons are down approximately 9.2% or 30,535 tons as compared to fiscal year 2021.

For the month ending February 28, 2022, total expenses were approximately \$29.8 million as compared to \$27.2 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 2022 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, 2022, municipal waste tonnages reflect a decrease of 9.2% or approximately 30,535 tons as compared to February 28, 2021.

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, 2022, operating cash balances were approximately \$58.1 million representing approximately \$3.3 million in the operating account, \$6.4 million in undesignated fund balance, \$3.2 million for FY 2021 Rolled Purchase Orders, \$2.5 million reserved for the HRSD Force Main, \$3.3 million for Landfill Expansion Purchase Orders and \$39.2 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, 2022**

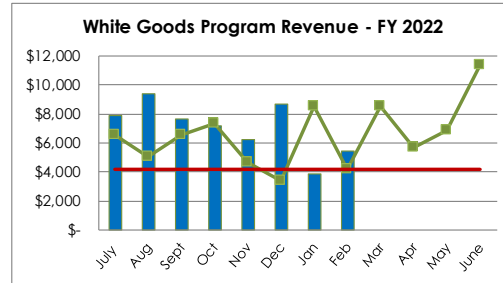
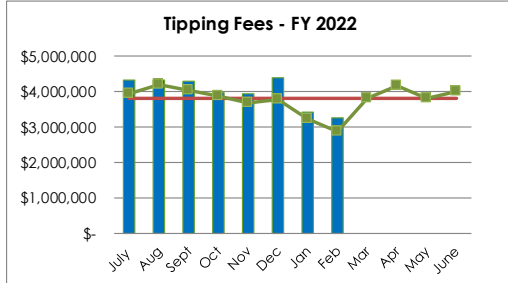
	FEBRUARY 2022				FEBRUARY 2021			
	Adjusted Budget	Month	FYTD	% of Budget	Adjusted Budget	Month	FYTD	% of Budget
REVENUES								
Tipping Fees	\$ 45,951,468	\$ 3,437,986	\$ 31,983,687	69.6%	\$ 41,756,055	\$ 2,865,896	\$ 29,648,194	71.0%
Tire program	600,000	65,400	611,610	101.9%	600,000	2,983	340,487	56.7%
Household Hazardous Waste Revenue	386,650	18,541	282,593	73.1%	333,000	25,534	253,270	76.1%
White Goods Program	50,000	3,838	56,262	112.5%	40,000	4,172	46,080	115.2%
Landfill Gas Recovery	260,000	7,575	63,469	24.4%	260,000	18,819	155,264	59.7%
Miscellaneous Income	268,729	65,363	318,338	118.5%	1,429,891	32,331	1,398,865	97.8%
Interest Earnings	450,000	24,045	171,480	38.1%	450,000	26,521	387,098	86.0%
Fund Balance / Capital / Rolled PO's	4,034,338	156,636	517,910	12.8%	2,542,284	-	82,225	3.2%
Fund Balance / Landfill Expansion	3,787,832	18,123	292,036	7.7%	2,273,166	6,038	313,083	13.8%
TOTAL REVENUES	\$ 55,789,017	\$ 3,797,506	\$ 34,297,385	61.5%	\$ 49,684,396	\$ 2,982,294	\$ 32,624,567	65.7%
Administration								
Salaries / Wages	\$ 850,964	\$ 50,176	\$ 493,858	58.0%	\$ 837,565	\$ 63,552	\$ 550,392	65.7%
Employee Benefits	202,110	13,438	108,888	53.9%	212,102	15,630	123,771	58.4%
Professional / Contracted Services	691,279	23,292	223,636	32.4%	688,063	78,431	243,019	35.3%
Other Operating Expenses	226,970	17,532	141,412	62.3%	223,872	15,934	135,354	60.5%
Materials / Supplies	19,208	704	5,029	26.2%	17,888	521	4,768	26.7%
Total Administration	\$ 1,990,531	\$ 105,143	\$ 972,823	48.9%	\$ 1,979,490	\$ 174,069	\$ 1,057,304	53.4%
Environmental Management								
Salaries / Wages	\$ 327,643	\$ 19,010	\$ 174,503	53.3%	\$ 319,891	\$ 24,852	\$ 196,387	61.4%
Employee Benefits	103,908	6,842	60,775	58.5%	114,101	8,593	62,410	54.7%
Professional / Contracted Services	76,150	12,845	47,463	62.3%	78,200	12,139	41,065	52.5%
Other Operating Expenses	11,192	335	2,812	25.1%	13,700	848	4,148	30.3%
Materials / Supplies	22,860	1,288	11,064	48.4%	22,838	950	5,588	24.5%
Total Environmental Management	\$ 541,753	\$ 40,320	\$ 296,617	54.8%	\$ 548,730	\$ 47,382	\$ 309,599	56.4%
Operations								
Salaries / Wages	\$ 5,840,179	\$ 411,179	\$ 3,500,714	59.9%	\$ 5,731,396	\$ 396,721	\$ 3,615,114	63.1%
Employee Benefits	1,949,313	141,269	1,184,886	60.8%	1,917,326	148,109	1,208,089	63.0%
Professional / Contracted Services	3,085,143	193,694	1,547,404	50.2%	2,996,424	143,728	1,737,698	58.0%
Other Operating Expenses	1,089,685	69,342	538,060	49.4%	1,053,761	81,041	569,037	54.0%
Materials / Supplies	1,846,171	147,582	1,153,903	62.5%	1,813,457	84,608	759,056	41.9%
Total Operations	\$ 13,810,491	\$ 963,067	\$ 7,924,967	57.4%	\$ 13,512,364	\$ 854,206	\$ 7,888,994	58.4%
TOTAL OPERATING EXPENSES	\$ 16,342,775	\$ 1,108,530	\$ 9,194,407	56.3%	\$ 16,040,584	\$ 1,075,656	\$ 9,255,896	57.7%
CAPITAL PROJECTS / EQUIPMENT REPLACEMENT								
CELLS 8/9 PERMITTING	822,725	18,123	293,015	35.6%				
TPS - TIRE SHREDDER	74,543	-	59,650	80.0%				
ROB - Updade Lighting	61,798	-	8,404	13.6%				
RLF- DEMO/CONSTRUCTION	29,193	-	24,919	85.4%				
RLF - UST/AST REMOVAL & ADD	242,991	-	232,084	95.5%				
HHW TRAILER & SCREENPRINTS	7,800	-	6,300	80.8%				
VDOT - FLYOVER	2,767,074	13,068	606,645	21.9%				
RLF - DESIGN BUILD PROJECT	3,420,444	138,474	154,238	4.5%				
RLF - DUMP TRUCK	442,388	-	417,388	94.3%				
RLF - PICKUP TRUCK	32,555	-	-	0.0%				
RLF - WHEEL WASH	300,000	-	-	0.0%				
TSP - ROAD TRACTORS	622,624	-	-	0.0%				
TSP - TRAILERS	630,000	-	-	0.0%				
TSP - YARD DOG	125,000	-	-	0.0%				
CTS - TIP FLOOR REPAIRS	100,000	-	-	0.0%				
HHW - PICKUP TRUCK	33,572	-	-	0.0%				
CTS - ABOVE GROUND SCALE	125,000	-	122,318	97.9%				
NTS - WHEELED EXCAVATOR	342,109	342,109	342,109	100.0%				
NTS - WHEELED LOADER	535,570	-	-	0.0%				
OTS - WHEELED LOADER	385,228	-	-	0.0%				
UNDESIGNATED	104,058	-	-	0.0%				
TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT	\$ 11,204,672	\$ 511,773	\$ 2,267,070	20.2%	\$ 9,479,133	\$ 611,478	\$ 1,673,202	17.7%
OTHER USES								
Contracted Waste Disposal	\$ 21,993,420	\$ 1,641,516	\$ 14,235,410	64.7%	\$ 19,820,929	\$ 1,324,772	\$ 13,456,183	67.9%
Service Fee to Wheelabrator Addendum 6	\$ 15,173,210	1,108,432	9,748,952	64.3%	\$ 13,197,393	926,978	9,194,731	69.7%
Waste Hauling & Disposal	6,820,210	474,768	4,486,458	65.8%	\$ 6,623,536	397,794	4,261,452	64.3%
Atlantic Waste Disposal	-	58,316	-	-	-	-	-	-
Suffolk Environmental Trust Fund	5,000	-	-	0.0%	5,000	-	-	0.0%
Reserves for Landfill Expansion/Closure	6,243,150	520,263	4,162,102	66.7%	4,338,750	361,563	2,892,500	66.7%
Tip Fee Stabilization Fund Refund	-	-	-	N/A	-	-	-	N/A
Virginia Beach Environmental Trust Fund	-	-	-	N/A	-	-	-	N/A
Transfer to Operating Reserve	-	-	-	N/A	-	-	-	N/A
Reserve for Tip Fee Stabilization	-	-	-	N/A	-	-	-	N/A
Contingency	-	-	-	N/A	-	-	-	N/A
TOTAL OTHER USES	\$ 28,241,570	\$ 2,161,779	\$ 18,397,512	65.1%	\$ 24,164,679	\$ 1,686,335	\$ 16,348,683	67.7%
GRAND TOTAL EXPENSES	\$ 55,789,017	\$ 3,782,082	\$ 29,858,990	53.5%	\$ 49,684,396	\$ 3,373,470	\$ 27,277,781	54.9%
NET REVENUES / (EXPENSES)	\$ -	\$ 15,424	\$ 4,438,395		\$ -	\$ (391,176)	\$ 5,346,786	

A Budget has been adjusted by \$7,349,877 for purchase orders rolled over from FY 2021, and projects related to landfill expansion.

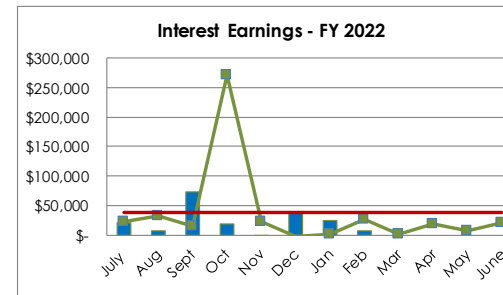
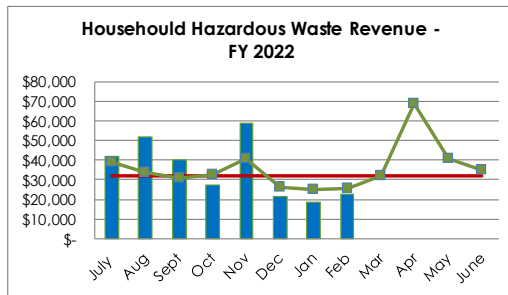
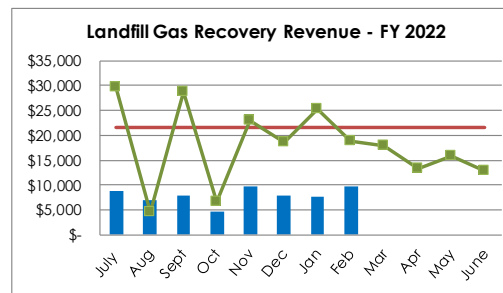
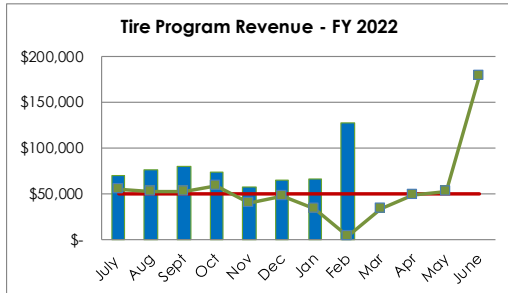
Southeastern Public Service Authority												
Monthly Expense Line Items												
Description	FY 2022 Budget	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	FYTD	From Previous Month \$ Change	% Change
Salaries Exempt	\$ 2,028,362	\$ 127,892	\$ 150,180	\$ 147,501	\$ 149,814	\$ 150,886	\$ 223,681	\$ 138,234	\$ 138,638	\$ 1,226,827	\$ 404	0.3%
Salaries Non-Exempt	4,680,484	282,350	336,959	338,969	333,729	323,002	490,698	312,650	316,682	2,735,040	\$ 4,032	1.2%
Overtime	309,940	16,565	26,721	22,841	22,392	29,219	42,192	29,481	17,798	207,208	\$ (11,683)	-40.0%
Fica / Medicare Tax	536,936	30,868	37,538	37,227	36,212	35,926	54,797	35,148	34,578	302,296	\$ (570)	-1.6%
VRS Retirement	51,537	3,334	3,481	3,485	3,483	3,312	3,432	3,131	3,184	26,842	\$ 53	1.6%
Health Insurance	1,408,152	114,142	112,765	110,514	108,169	107,154	105,846	102,847	106,918	868,355	\$ 4,071	3.8%
Vrs Group Life Insurance	86,097	6,779	6,826	6,914	6,842	6,695	6,772	6,341	6,431	53,600	\$ 90	1.3%
Unemployment Insurance	3,658	59	33	17	30	26	75	1,514	1,159	2,913	\$ (355)	-1374.3%
Workers Compensation	168,951	12,568	12,568	12,568	12,568	12,568	12,568	12,568	12,568	100,544	-	0.0%
Medical Fees	12,450	-	325	2,365	425	655	835	820	450	5,875	\$ (370)	-56.5%
Security Service	85,680	5,583	5,041	10,132	6,772	6,843	8,604	5,484	9,642	58,100	\$ 4,159	60.8%
Professional Services	224,576	265	10,339	9,389	31,114	44	(8,123)	4,825	5,172	53,026	\$ 347	792.6%
Engineering Services	248,000	-	7,697	787	41,850	6,795	14,856	55,533	5,446	132,964	\$ (50,087)	-737.1%
Landfill Survey	5,000	-	-	-	-	-	-	-	-	-	\$ -	N/A
Legal Fees	325,000	-	23,062	53,738	(32,137)	11,339	23,258	12,576	6,785	98,621	\$ (5,791)	-51.1%
Environmental Testing	103,000	296	19,866	1,991	872	17,019	1,267	441	26,540	68,293	\$ 26,099	153.4%
Fire Protection	9,250	120	-	-	-	772	2,661	360	280	4,193	\$ (80)	-10.4%
Temporary Employment Services	34,320	1,836	172	-	-	-	-	-	-	2,008	\$ -	N/A
Uniform Rental	50,608	3,301	3,678	2,973	3,623	3,005	4,381	2,101	4,666	27,727	\$ 2,564	85.3%
Maintenance Service Agreements	159,597	30,125	1,607	1,609	3,595	3,444	2,273	10,785	3,805	57,242	\$ (6,980)	-202.7%
Grounds Maintenance	106,240	2,183	-	11,281	6,720	12,139	5,640	-	11,281	49,244	\$ 11,281	92.9%
Hazardous Waste Disp/Cleanup	57,000	-	10,825	-	-	12,280	-	11,925	-	35,030	\$ (11,925)	-97.1%
Equipment Maintenance	963,050	44,213	64,889	69,523	65,210	51,200	94,145	72,502	78,397	540,079	\$ 5,894	11.5%
Building / Site Maintenance	703,641	17,162	9,919	6,414	54,690	62,945	16,456	27,464	21,213	216,263	\$ (6,251)	-9.9%
Leachate Pumping Station Maint	37,500	-	14,990	2,688	-	-	2,152	(4,749)	6,171	21,252	\$ 10,920	N/A
Advertising	9,000	594	-	299	299	594	-	2,287	-	4,073	\$ (2,287)	-385.0%
Trustee Expense	1,000	-	-	-	-	-	-	-	-	-	\$ -	N/A
Permit Fees	93,661	10,113	(13)	86,955	-	-	350	-	-	97,406	\$ -	N/A
Suffolk Host Fee	624,000	59,078	62,685	51,466	37,800	38,913	42,391	27,476	27,300	347,109	\$ (176)	-0.5%
Electricity	207,700	225	10,654	13,834	15,290	13,160	12,796	15,048	12,170	93,176	\$ (2,878)	-21.9%
Heating/Gas/Propane	9,000	-	125	120	83	134	1,130	2,414	3,068	7,075	\$ 653	485.9%
Water / Sewer	43,550	1,624	1,168	2,133	2,355	10,676	3,315	2,032	2,206	25,510	\$ 174	1.6%
Leachate Treatment	380,000	-	-	51,893	-	-	41,155	17,923	19,721	130,692	\$ 1,798	N/A
Telephone	113,050	7,175	8,500	9,841	9,131	9,132	9,147	8,996	9,050	70,972	\$ 54	0.6%
Postage	1,860	68	118	73	68	118	-	232	118	795	\$ (114)	-96.3%
Radio Communication & Repair	3,500	-	-	1,090	-	-	-	421	35	1,546	\$ (386)	N/A
Insurance & Bonding	217,340	18,112	18,612	18,112	18,112	18,112	18,112	18,112	18,112	145,396	\$ -	0.0%
Landfill Fire Expenses	0	4,500	601	(23,158)	4,598	2,500	101	500	4,101	(6,259)	\$ 3,601	144.0%
Equipment Rental	57,100	1,440	20,300	190	-	10,963	4,373	1,118	-	38,384	\$ (1,118)	-10.2%
Land Lease Payment	3,500	292	292	292	292	292	292	292	292	2,333	\$ -	0.0%
Tire De-Rimming Service	5,000	-	-	-	-	-	-	-	-	-	\$ -	N/A
Travel And Training	31,775	1,045	1,083	792	133	196	436	695	398	4,779	\$ (297)	-151.0%
Road Tools	191,940	16,490	16,308	16,894	15,548	15,309	17,838	13,895	13,612	125,895	\$ (282)	-1.8%
Membership & Professional Dues	3,200	379	100	-	-	450	-	722	-	1,651	\$ (722)	-160.4%
Bank Fees	48,332	4,265	4,016	4,205	4,087	4,288	4,021	4,334	3,496	32,712	\$ (838)	-19.5%
Awards Programs	10,000	-	420	66	-	6,665	-	476	-	7,628	\$ (476)	-7.1%
EVS Support Program	1,000	-	-	-	-	-	-	-	-	-	\$ -	N/A
Office Supplies	13,850	735	579	517	1,022	707	-	3,043	1,124	7,727	\$ (1,919)	-271.3%
Dues & Subscriptions	23,158	387	599	965	284	1,723	-	1,719	215	5,892	\$ (1,504)	-87.3%
Other Operating Supplies	100,900	4,641	5,041	2,572	4,532	8,997	4,748	16,220	3,573	50,324	\$ (12,647)	-140.6%
Vehicle / Equipment Fuel	911,753	65,208	67,490	114,897	69,095	75,571	77,521	69,496	75,818	615,097	\$ 6,321	8.4%
Vehicle / Equipment Tires	747,700	42,715	72,331	50,804	57,606	51,765	65,331	57,269	51,745	449,565	\$ (5,525)	-10.7%
Safety Apparel & Equipment	35,400	151	4,191	1,406	3,825	4,021	114	1,300	2,471	17,479	\$ 1,170	29.1%
Small Equipment	45,478	399	1,565	3,648	12,714	1,729	1,159	436	528	22,178	\$ 92	5.3%
Computer Hardware	10,000	-	120	39	688	797	-	91	-	1,735	\$ (91)	-11.4%
Total Operating Expenses	\$ 16,342,775	\$ 939,278	\$ 1,156,365	\$ 1,262,867	\$ 1,113,533	\$ 1,134,079	\$ 1,412,797	\$ 1,108,530	\$ 1,066,957	\$ 9,194,407	\$ (41,573)	-3.7%
Capital Projects/Equip Replacement	\$ 11,204,672	-	134,454	269,033	635,079	67,237	131,880	511,773	517,615	2,267,070	5,842	8.7%
Contracted Waste Disposal	21,993,420	1,915,700	1,862,113	1,916,464	1,801,188	1,788,872	2,101,223	1,641,516	1,589,377	14,235,410	(52,139)	-2.9%
Service Fee to Wheelabrator - Adder	15,173,210	1,300,536	1,244,512	1,317,217	1,219,750	1,186,293	1,338,698	1,108,432	1,033,514	9,748,952	(74,918)	-6.3%
Waste Hauling & Disposal	6,820,210	615,164	617,601	599,247	581,438	553,717	604,301	474,768	440,221	4,486,458	(34,547)	-6.2%
Suffolk Environmental Trust Fund	5,000	-	-	-	-	-	-	-	-	-	-	N/A
Reserves for Landfill Expansion/Closu	6,243,150	520,263	520,263	520,263	520,263	520,263	520,263	520,263	520,263	4,162,101	-	0.0%
Total Expenses	\$ 55,789,017	\$ 3,375,240	\$ 3,673,195	\$ 3,968,627	\$ 4,070,063	\$ 3,510,451	\$ 4,166,163	\$ 3,782,081	\$ 3,694,211	\$ 29,858,989	\$ (145,196)	-4.1%

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

FY 2022 (bar)
FY 2021
FY 2022 Budget

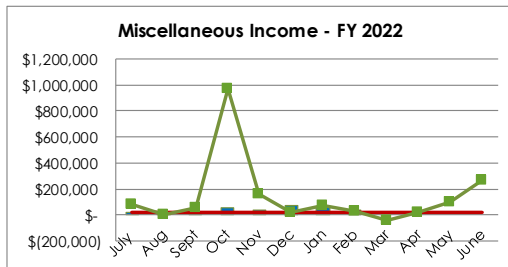


* Monthly revenue is dependent on users.



* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.

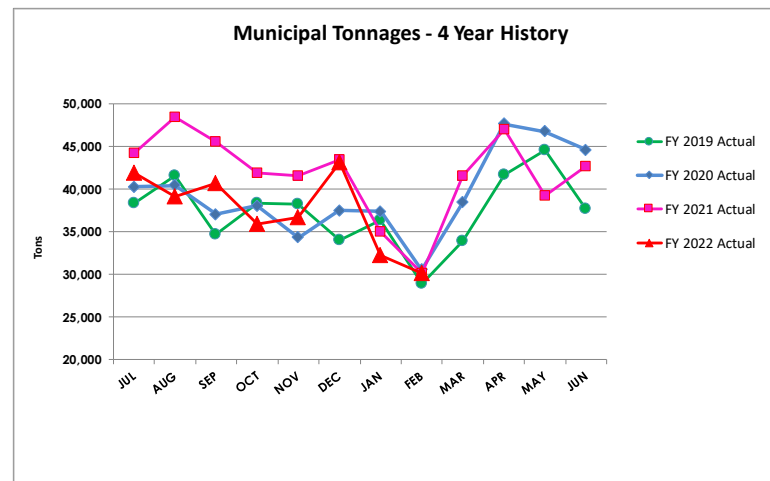
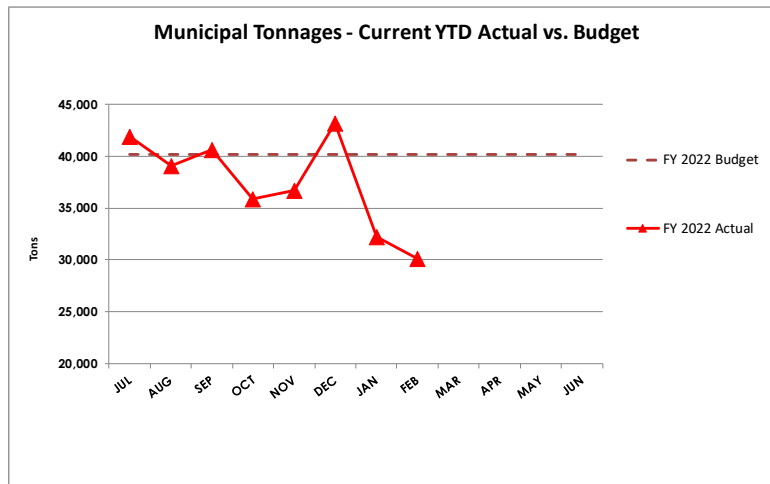




**Southeastern Public Service Authority (SPSA)
Waste Stream**

Waste Category	FY 2019	FY 2020	FY 2021	FY 2022	FY 2022	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 2/28/2022	% of Budget
Waste Stream Budgeted under Tipping Fees						
Municipal Waste						
Chesapeake	105,353	112,154	114,806	110,000	70,218	63.8%
Franklin	2,955	3,276	3,499	3,300	2,516	76.2%
Isle of Wight	17,265	17,102	17,839	18,000	10,681	59.3%
Norfolk	90,129	92,423	89,209	89,000	50,177	56.4%
Portsmouth	40,222	43,829	46,339	42,000	28,670	68.3%
Southampton	10,675	9,881	10,033	10,800	6,416	59.4%
Suffolk	42,325	46,614	49,639	51,200	30,612	59.8%
Virginia Beach	138,823	147,250	169,097	157,550	100,292	63.7%
Residential (Free of Charge)	-	-	-	-	-	N/A
Total Municipal Waste	447,747	472,529	500,461	481,850	299,582	62.2%
Sludge - Norfolk	6,040	4,725	4,695	5,500	4,252	77.3%
Navy Waste	26,265	24,974	26,176	25,500	15,245	59.8%
SPSA Contracted Waste	146,442	130,777	134,044	130,000	105,537	81.2%
Construction & Demolition Debris	9,808	9,312	6,514	9,000	5,481	60.9%
Non-Contract Waste	36,682	39,588	46,616	38,000	49,390	130.0%
Total Other Waste	225,237	209,377	218,045	208,000	179,905	86.5%
Total Waste Stream	672,984	681,906	718,506	689,850	479,487	69.5%

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



Southeastern Public Service Authority (SPSA)													
Regional Landfill Waste Stream													
Types of Waste (tons)	FY 2018	FY 2019	FY 2020	FY 2021	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	FYTD
					FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022
Construction and Demolition Debris	14,850	9,807	9,312	6,515	609	636	713	1,023	765	679	483	574	5,482
Water Treatment Plant Sludge	5,717	6,039	4,725	4,694	534	528	482	398	608	582	549	571	4,252
Industrial Waste	379	295	660	603	46	2	-	-	4	13	-	4	69
Fines C&D	-	-	-	-	501	517	443	562	70	128	-	354	-
Soils for Use as Alternate Daily Cover	9,990	8,630	6,602	5,841	-	-	-	-	-	-	-	-	2,575
Brick & Block	-	-	-	-	-	54	-	-	-	-	874	-	928
Clean Fill	26,396	5,940	97,970	2,281	514	230	296	308	510	256	319	370	2,803
Peanut Residue/Hulls	9,366	4,023	4,907	4,555	86	97	115	80	105	116	91	81	771
Non-Processible Municipal Solid Waste	3,791	867	1,570	3,409	23	7	10	11	8	3	44	21	127
Navy Waste ²	154	359	237	297	-	-	-	-	-	-	-	-	5
Contract Processible Waste	-	-	-	-	104	218	206	178	133	72	97	116	1,124
Non-Processible Commercial Waste ²	2,631	598	650	891	-	-	-	-	7	-	-	-	-
Fluff from BIMetals	-	-	-	-	22	-	-	-	-	-	-	-	29
Concrete/Asphalt	-	133	116	-	709	800	808	751	569	606	853	600	5,696
Shredded Tires	4,586	5,394	6,144	6,102	13,658	11,883	12,114	11,665	9,912	13,594	10,308	8,499	91,633
Ash - Qualifying	179,361	113,979	112,585	150,882	1,946	2,015	1,510	1,151	1,471	1,752	1,201	1,244	12,290
Non-Qualifying Ash	-	52,998	58,912	16,680	-	-	-	-	-	-	-	-	-
Non Processible Waste (from Tsf Stations)	-	-	-	-	10,293	9,652	9,873	6,159	6,164	5,965	3,891	3,889	55,886
MSW from FTS, IWTS, STS	46,011	102,702	106,908	112,006	3,287	2,795	6,143	4,555	4,895	2,873	6,332	3,440	34,320
Clean Fill - Clearfield	31,709	51,540	57,872	48,453	76	76	19	-	-	38	113	-	322
Residual Waste - Clearfield	5,585	436	446	817	-	1,347	-	-	-	873	73	-	-
Diverted Processible Waste (from Tsf Station)	201	2,518	2,127	2,252	-	-	-	-	-	-	-	-	2,293
Total	340,727	366,258	471,743	366,278	32,408	30,857	32,732	26,841	25,221	27,555	25,228	19,763	220,605

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

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

Southeastern Public Service Authority Treasurer's Report of Cash Balances For the Month Ending February 28, 2022						
Fund Type	Beginning Balance	Deposits / Transfers In	Interest Earnings	Payables / Transfers Out	Payroll	Ending Balance
Unrestricted and Designated Funds (see footnote below):						
Townebank Operating	\$ 2,933,667.88	\$ 4,410,219.12	\$ -	\$ 4,211,029.94	\$ 459,848.42	\$ 2,673,008.64
Townebank Money Market	21,776.65		0.16			21,776.81
Townebank CD	6,276,482.09		3,719.76			6,280,201.85
Virginia Investment Pool (VIP)	3,557,293.10	1,400,000.00	453.07		\$ -	4,957,746.17
Raymond James & Associates Investments	44,242,423.55		-			44,242,423.55
Total Unrestricted and Designated Funds	\$ 57,031,643.27	\$ 5,810,219.12	\$ 4,172.99	\$ 4,211,029.94	\$ 459,848.42	\$ 58,175,157.02
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 469,393.09		7.09			469,400.18
Environmental / Regional Landfill	471,762.64		7.07			471,769.71
Total Trust Funds	\$ 941,155.73	\$ -	\$ 14.16	\$ -	\$ -	\$ 941,169.89
GRAND TOTAL	\$ 57,972,799.00	\$ 5,810,219.12	\$ 4,187.15	\$ 4,211,029.94	\$ 459,848.42	\$ 59,116,326.91
Cash Balances Designated as follows:						
Operating Funds	\$ 3,365,251.01					
Undesignated (Fund Balance June 30, 2021)	6,370,616.00					
Reserved for FY 2021 Rolled Purchase Orders	51,504.01					
Reserved for FY 2021 Rolled Capital POs	3,273,796.00					
Reserved for HRSD Forcemain	2,500,000.00					
Purchase Orders for Landfill Expansion (Rolled)	585,320.06					
VDO/Flyover	2,767,074.00					
Landfill Closure (as of June 30, 2021)	19,174,086.00					
Landfill Expansion	20,087,509.94					
Total Designated Funds	\$ 58,175,157.02					
				(equivalent to 2 months operating expenses)		

Southeastern Public Service Authority Budget Transfer Activity For the Month Ending February 28, 2022				
Department	Object	Description	Transfer In	Transfer Out
Safety	56100	Office Supplies	\$ 500.00	
Safety	53160	Environmental Testing		\$ 500.00
Capital	62202	RLF - Pickup Truck	\$ 4,415.77	
Capital	62999	Undesignated		\$ 4,415.77
Capital	62214	RLF - Fuel Island Concrete	\$ 16,450.00	
Capital	62999	Undesignated		\$ 16,450.00
Total			\$ 21,365.77	\$ 21,365.77

12. Cost Sharing Agreement with HRSD

The following pages include the cost sharing agreement that SPSA and HRSD's respective counsels have approved. HRSD has already signed the agreement. The agreement will be reviewed during the meeting, along with the associated Resolution for the Board to consider.

Resolution Regarding Cost Sharing Agreement

RESOLUTION

WHEREAS, since the development of SPSA's Regional Landfill, SPSA has delivered its leachate to the Nansemond Treatment Plant operated by the Hampton Roads Sanitation District ("HRSD") through a combination of (1) an existing force main (the "Existing Force Main"); and (2) hauling leachate in tanker trailers;

WHEREAS, HRSD and SPSA have determined that the leachate from the Regional Landfill cannot continue to be effectively and reliably treated at the Nansemond Treatment Plant as that plant is proposed to be operated in the future and that continued hauling of leachate is not in the best interests of their respective members and customers;

WHEREAS, as an alternative to continued use of the Existing Force Main and hauling, SPSA and HRSD proposed the construction of a new force main to transport leachate to HRSD's Atlantic Treatment Plant and entered into a Cost Sharing Agreement for Cost Associated with Design, Construction and Related Land Acquisition for a Sanitary Sewer Force Main To Serve the SPSA Regional Landfill, dated March 28, 2018 (the "2018 Cost Sharing Agreement"), for the construction of the new force main and associated facilities;

WHEREAS, after the execution of the 2018 Cost Sharing Agreement and subsequent preliminary design work, HRSD determined that the actual costs associated with constructing the new force main and associated facilities will substantially exceed HRSD's previous estimates and, upon further life-cycle cost analysis, determined pumping and hauling leachate to be a lower cost alternative to constructing the force main;

WHEREAS, as an alternative to pumping and hauling, SPSA has proposed that SPSA acquire, install, and operate a heat-assisted evaporation system to treat leachate at the Regional Landfill, thereby greatly reducing and potentially eliminating the need to pump or pump and haul leachate to HRSD's treatment facilities;

WHEREAS, SPSA and HRSD have determined that it is in the best interest of their respective members and customers to terminate the 2018 Cost Sharing Agreement and enter into a new Cost Sharing Agreement (the "2022 Cost Sharing Agreement") to share the cost of acquiring and installing the proposed evaporation system;

WHEREAS, the 2022 Cost Sharing Agreement is advantageous to and in the best interests of SPSA and its member localities for many reasons, including that it commits HRSD to paying for up to \$4 million of the cost to acquire and install the proposed evaporation system and, except in cases of emergency, will enable SPSA to treat and dispose of its leachate without hauling the leachate to HRSD's facilities; and

WHEREAS, following due consideration of the proposed 2022 Cost Sharing Agreement and presentations by SPSA's executive staff and advisors, the Board has

determined it is in the best interests of SPSA and its member localities to approve and enter into the 2022 Cost Sharing Agreement.

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

1. The Board approves, adopts, and accepts the 2022 Cost Sharing Agreement, substantially in the form attached hereto as Exhibit A.
2. The Board hereby authorizes and directs the Interim Executive Director of SPSA, in the name of and on behalf of SPSA, to (a) finalize and execute the 2022 Cost Sharing Agreement substantially in the form approved by the Board, and to deliver it to HRSD, such execution and delivery conclusively to evidence the due authorization and approval thereof by SPSA and (b) perform SPSA's obligations as set forth in the finalized 2022 Cost Sharing Agreement.
3. The Board hereby authorizes and directs the Interim Executive Director of SPSA, in the name and on behalf of SPSA, to take any and all steps and to do all things to prepare, execute, file, and deliver all such other documents, instruments, certificates and agreements, each in the name of and on behalf of SPSA, that he may deem necessary or desirable to carry out the intent and purposes of the foregoing resolutions.
4. The Board hereby ratifies, confirms, and approves all actions heretofore taken by the Interim Executive Director of SPSA, in the name and on behalf, in connection with any of the foregoing resolutions.

Adopted this 23rd day of March, 2022

Attest: _____
Dale E. Baugh, Chairman

**COST SHARING AGREEMENT FOR COSTS ASSOCIATED WITH THE
ACQUISITION AND INSTALLATION OF A LEACHATE EVAPORATION SYSTEM
TO SERVE THE SPSA REGIONAL LANDFILL**

THIS AGREEMENT (“Agreement”), between the SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA (“SPSA”), a public body politic and corporate of the Commonwealth of Virginia, and the HAMPTON ROADS SANITATION DISTRICT (“HRSD”), a political subdivision of the Commonwealth of Virginia, is entered into this ___ day _____, 2022.

WHEREAS, SPSA’s regional landfill at 1 Bob Foeller Drive, Suffolk, Virginia (“Regional Landfill”) supports its member communities, which include approximately two-thirds of HRSD’s customers, with safe and effective disposal of solid waste; and

WHEREAS, the Regional Landfill generates leachate that requires treatment prior to being released into the environment; and

WHEREAS, HRSD was created for the welfare of the Commonwealth and its inhabitants and has been granted authority to compel industrial dischargers to the sewerage system (including SPSA) to treat such sewage in a manner as shall be specified by HRSD or prohibit discharge altogether; and

WHEREAS, SPSA currently delivers its leachate to HRSD’s Nansemond Treatment Plant (“Nansemond Treatment Plant”) through a combination of (1) an existing force main (the “Existing Force Main”); and (2) hauling leachate in tanker trailers; and

WHEREAS, HRSD and SPSA have determined that the leachate from the Regional Landfill cannot continue to be effectively and reliably treated at the Nansemond Treatment Plant as that plant is proposed to be operated in the future and that continued hauling of leachate is not in the best interests of their respective members and customers; and

WHEREAS, as an alternative to continued use of the Existing Force Main and hauling, SPSA and HRSD proposed the construction of a new force main to transport leachate to HRSD’s Atlantic Treatment Plant and entered into a Cost Sharing Agreement for Cost Associated with Design, Construction and Related Land Acquisition for a Sanitary Sewer Force Main To Serve the SPSA Regional Landfill, dated March 28, 2018 (“2018 Cost Sharing Agreement”), for the construction of the new force main and associated facilities; and,

WHEREAS, pursuant to the 2018 Cost Sharing Agreement, HRSD and SPSA agreed that (1) HRSD would design and install certain “FACILITIES,” defined in the 2018 Cost Sharing Agreement as “the extension of the sewerage system from the Regional Landfill (expressly including the portion of the system constructed on SPSA’s property) to the Atlantic Treatment Plant’s service area and shall include all pumping stations, valves, air vents, piping, manholes, and other appurtenances reasonably necessary for conveying leachate in the quantities contemplated;” and (2) SPSA would reimburse HRSD for a portion of the costs associated with the FACILITIES in accordance with limits contained in the 2018 Cost Sharing Agreement up to a maximum amount of \$3 million; and

WHEREAS, after the execution of the 2018 Cost Sharing Agreement and subsequent preliminary design work, HRSD determined that the actual costs associated with constructing the FACILITIES will substantially exceed its previous estimates and upon further life-cycle cost analysis determined pumping and hauling leachate to be a lower cost alternative to constructing the force main; and

WHEREAS, as an alternative to pumping and hauling, SPSA has proposed that it acquire, install, and operate a heat-assisted evaporation system to treat leachate at the Regional Landfill, thereby greatly reducing and potentially eliminating the need to pump or pump and haul leachate to HRSD's treatment facilities; and

WHEREAS, SPSA and HRSD have determined that it is in the best interest of their respective members and customers to terminate the 2018 Cost Sharing Agreement and enter into this Agreement to share the cost of acquiring and installing the proposed evaporation system;

NOW, THEREFORE, for and in consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt of sufficiency of which are hereby acknowledged, SPSA and HRSD agree as follows:

1. TERMINATION OF THE 2018 COST SHARING AGREEMENT

SPSA and HRSD agree that, upon full execution and delivery of this Agreement by the parties, the 2018 Cost Sharing Agreement shall be deemed terminated and of no force and effect, with all rights, duties and/or obligations between the parties being extinguished.

2. DESCRIPTION OF THE SYSTEM

The "System" is defined as a heat-assisted leachate evaporation system with the capacity to treat up to 60,000 gallons of leachate per day to be acquired and installed at the Regional Landfill.

3. ACQUISITION, INSTALLATION AND OPERATION OF THE SYSTEM

SPSA shall acquire, install, and operate the SYSTEM in accordance with SPSA standards and local laws and regulations, and in a financially responsible manner. SPSA shall operate and maintain the SYSTEM at its expense.

4. OWNERSHIP OF THE SYSTEM

The System shall at all times remain the exclusive property of SPSA.

5. COST SHARING

A. SPSA shall pay all external costs associated with the acquisition, installation, and inspection of the System, including all permitting fees, as described herein ("Costs"), it being understood that SPSA's costs or allocations for review, coordination and overhead shall not be included in Costs. Upon completion,

defined herein as when the System begins daily treatment of leachate, SPSA shall invoice HRSD for its share of the Costs.

- B. Within 60 days after receipt of the invoice therefor from SPSA and in accordance with payment instructions included with the invoice, HRSD shall reimburse SPSA actual costs incurred by SPSA to acquire and install the SYSTEM up to a maximum of \$4,000,000.

6. SCHEDULE

SPSA shall commence the acquisition and installation of the System within 60 days of full execution and delivery of this Agreement and proceed as expeditiously as possible, in accordance with Virginia procurement laws and SPSA policies, to complete the acquisition and installation. SPSA estimates, which estimate is non-binding, that the System will be completed 9 months after commencement. SPSA is solely responsible for all costs associated with disposal of leachate should HRSD cease accepting SPSA leachate at the Nansemond Treatment Plant prior to completion of the System. HRSD acknowledges that SPSA can meet those responsibilities only by hauling leachate under SPSA's HRSD permit.

7. USE OF EXISTING FORCE MAIN AND HAULING PRIOR TO AND AFTER INSTALLATION

The parties agree that, prior to the installation and operation of the System, SPSA shall continue to transport leachate through use of the Existing Force Main and by hauling leachate to HRSD's treatment centers. After installation of the System, SPSA shall endeavor to treat as much leachate as is reasonably and safely possible using the System and (a) shall only haul leachate to HRSD's designated treatment centers if necessary due to operational issues temporarily affecting the System with the consent of HRSD; . The existing force main shall be abandoned and capped off and will no longer be capable of conveying leachate to HRSD. Any hauling of leachate to HRSD's treatment centers whether before or after installation of the System shall be subject to HRSD's standard rates and charges and accomplished at SPSA's sole expense.

8. LIMITATIONS

Nothing in this Agreement guarantees acceptance of leachate from the Regional Landfill to the sewerage system or at HRSD treatment plants should the characteristics of the leachate materially change from leachate as discharged to the sewerage system in December 2017. All Industrial Wastewater Discharge Permit requirements as issued by HRSD to SPSA must be met at all times.

9. NOTICES

All notices given between parties shall be in writing and shall be considered properly sent by postage prepaid United States Mail or Country of Origin Mail to the persons identified below, with delivery deemed to have occurred on the immediately succeeding business day after sending:

To HRSD:

If By U.S. Postal Service:
General Manager
P. O. Box 5911
Virginia Beach, VA 23471-0911

If By Overnight:
General Manager
1434 Air Rail Avenue
Virginia Beach, VA 23455

To SPSA (by Overnight or U.S. Postal Service)

Executive Director
Southeastern Public Service Authority
723 Woodlake Drive
Chesapeake, VA 23320

10. GENERAL

A. Applicable Law and Venue

This Agreement is made in and shall be governed by the laws of the Commonwealth of Virginia. In the event of litigation, venue shall be in the Circuit Court of the City of Virginia Beach, Virginia.

B. Severability

If any provisions of this Agreement are held to be unenforceable, this Agreement shall be construed without such provisions.

C. Waiver

The failure by a party to exercise any right hereunder shall not operate as a waiver of such party's right to exercise such right or any other right in the future.

D. Changes

This Agreement may only be amended by a written document executed by a duly authorized representative of each of the parties. This Agreement may not be assigned.

IN WITNESS WHEREOF, the Hampton Roads Sanitation District has caused this Agreement to be signed in its behalf by its General Manager in accordance with authorization granted at its regular meeting held on February 22, 2022, and the Southeastern Public Service Authority of Virginia has caused this Agreement to be signed on its behalf by its Executive Director in accordance with authorization granted at its regular meeting held on _____, 2022.

HRSD

By  _____
Jay A. Bernas, P.E.
General Manager

SPSA

By _____

Executive Director

13. Contracts

Above Ground Scale

A Request for Proposals was issued for an Above Ground Scale at Isle of Wight Transfer Station. Staff received proposals from four vendors and the selection committee scored each firm in accordance with the criteria outlined in the RFP. Fairbanks Scales and Carlton Scale were determined to have provided the top two proposals and negotiations were scheduled with both vendors. After negotiation and reviewing the best and final offers provided by both vendors, it was determined by the selection committee that, while Carlton Scale was offering a slightly lower price for a steel scale, that a concrete scale is the best choice for SPSA's operations and that Fairbanks' proposal was, overall, most advantageous for the Authority.

Staff recommends awarding a contract to Fairbanks Scales, Inc. for an Above Ground Scale in the amount of \$121,887.54.

Bid:	RFP 04-22
Issued:	2/9/2022
Pre-bid Conference:	2/15/2022
Opened:	2/24/2022
Budgeted:	\$125,000
Cost:	\$121,887.54

Vendors:

Apple Valley Scale Company
 American Scale Company
 Carlton Scale
 Fairbanks Scales, Inc.

RECOMMENDATION: Authorize the Interim Executive Director to award a contract to Fairbanks Scales, Inc. for an Above Ground Scale at the Isle of Wight Transfer Station, as presented.

MOTION: Do I hear a motion to authorize the Interim Executive Director to award a contract to Fairbanks Scales, Inc. for an Above Ground Scale at the Isle of Wight Transfer Station, as presented?

Fleet Management Software

This request is part of the continual improvement to SPSA Fleet Maintenance Division. SPSA currently uses Tyler Technologies Munis for Procurement, Capital Assets, General Ledger and utilizes several ERP solutions for HR and Fleet Management. Munis is highly regarded in the industry for its financial solutions; however, it lacks functionality when it comes to today's "live" fleet management requirements. To increase availability of vehicles and equipment, extend useful life, capture regulatory compliance, and improve labor productivity, a robust fleet management system is necessary. SPSA staff including IT, Finance, and Fleet Maintenance queried several FMS companies that provided demonstrations and costs. Staff recommends awarding Faster Asset Solutions a contract to host a browser-based Fleet Maintenance System in the amount of \$40,753.00 on GSA contract number GS-35F-0251U.

Bid: GSA Cooperative Contract GS-35F-0251U

Budgeted: \$0
Funding Source: Capital Budget Savings
Price: \$40,753.00

RECOMMENDATION: Authorize the Interim Executive Director to award a contract to Faster Asset Solutions for Fleet Management Software, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to Faster Asset Solutions for Fleet Management Software, as presented?

14. Other Business

15. Adjourn