

# SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting\*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, May 25, 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/216509655655859471>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing toll-free to 1-877-309-2071 and entering access code 357-432-538. 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 May 24, 2022.

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



<b>1. Call Meeting to Order .....</b>	<b>1</b>
Pledge of Allegiance .....	1
<b>2. Public Comment Period.....</b>	<b>1</b>
<b>3. Chairman’s Comments .....</b>	<b>1</b>
<b>4. Approval of Minutes .....</b>	<b>1</b>
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**1. Call Meeting to Order**

Pledge of Allegiance

**2. Public Comment Period**

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

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

The minutes of the April 27, 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 April 27, 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

**April 27, 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 <sup>1</sup>	(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. Michael Etheridge (IW), Mr. Gary Kelly (VB), Mr. Robert Lewis (SU), and Mr. Greg Martin, (CH) SPSA executives, Mr. Dennis Bagley, Executive Director, Ms. Tressa Preston, Secretary and Director of Administration, Ms. Sandy Schreiber, Treasurer and Director of Finance, and Mr. Brett Spain, General Counsel.

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

### **1. CALL MEETING TO ORDER**

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

### **2. PUBLIC HEARING ON SCHEDULE OF FEES AND CHARGES**

Chairman Baugh informed those in attendance in person and electronically, that the subject of the public hearing was the preliminary Schedule of Fees and Charges as adopted at the March 23, 2022 Board Meeting and which was available for review. He went on to say that the desire is to change certain fees 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.

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<sup>1</sup> Mr. Maxwell left the meeting at 11:44 a.m.

To open the public hearing, the Secretary read the following statement for the record:

**“This public hearing is being held in accordance with Section 15.2-5136 of the Virginia Water and Waste Authorities Act. Its purpose is to take public comment on the proposed Schedule of Fees and Charges adopted in preliminary form by the Board of Directors of the Southeastern Public Service Authority of Virginia on March 23, 2022.**

**The notice of public hearing was published in The Virginian Pilot on March 29th and April 5th as required by law. After conclusion of the public hearing, the Board of Directors will consider comments offered here today and will proceed to adopt a final schedule to become effective July 1, 2022, and to continue in effect until such time as modified by the Board of Directors in accordance with the procedures set forth in the Virginia Water and Waste Authorities Act.”**

Ms. Preston informed Chairman Baugh that she received no requests, either in person or electronically, to speak at the public hearing. Seeing that there were no comments to be made, Chairman Baugh concluded the public hearing portion of the meeting.

**3. PUBLIC COMMENT**

Ms. Preston reported that she received no requests to make a public comment at the SPSA Board meeting.

**4. CHAIRMAN’S COMMENTS**

Chairman Baugh welcomed and thanked the Board for their time, presence, and input, calling them excellent contributors in supporting SPSA’s mission. He outlined the meeting agenda and also added that he will be appointing a Nominating Committee at the May Board meeting to assist in the election of officers at the Annual Meeting in July. Mr. Keifer will Chair that Committee, but two more members are needed, and Chairman Baugh asked interested parties to reach out to him.

**5. APPROVAL OF MINUTES**

The minutes of the March 23, 2022 Board Meeting had been distributed. Chairman Baugh asked if there were any additions or changes and there were none.

**Mr. Leahy moved, seconded by Mr. Keifer, to approve the March 23, 2022 minutes of the SPSA Board of Directors, as presented. The motion was adopted by a unanimous vote in favor.**

**6. ADOPTION OF THE FY 2023 BUDGET**

Mr. Bagley presented a summary of the proposed FY 2023 Budget and updates to the Standard Operating Procedure (SOP), noting that while specific numbers, such as those related to insurance costs, that had not yet been determined will result in a variance, there are no material differences between the presented budget and the proposed final budget.

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## FY-2023 Operating & Capital Budgets

APRIL 27, 2022



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### Budget Highlights

- ❑ Revenues = Expenses for a Total of \$52,249,241
- ❑ Proposed budget represents an 8.5% increase from FY-22 of \$4,091,267
- ❑ The Tip Fee would increase to \$65/ ton in accordance with the planned tip fee schedule
- ❑ Provides an additional \$8,000,000 to the designated fund balance for construction of the Flyover and Cell VII
- ❑ Continues funding for capital equipment replacement in accordance with plan at \$3,500,000

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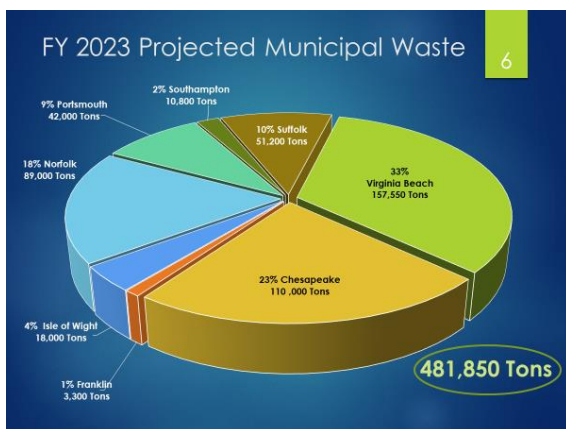
### Budget Highlights (continued)

- ❑ Earmarks \$227,056 to offset anticipated increases in fuel costs
- ❑ Diverts an additional 10,000 tons of waste to Atlantic Landfill preserving an additional 12,500 cubic yards of airspace
- ❑ Includes approximately \$360,000 in new revenue as a result of Waste Management agreeing to resume hauling to SPSA transfer stations
- ❑ Provides for a 5% COLA for all employees
- ❑ Addresses the new minimum wage legislation and addresses minimum salary range for Grade 1 and Grade 2 positions

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### Changes in the Proposed Budget Presented

- ❑ Insurance cost was originally estimated using FY-2022 cost. Difference in estimated and actual resulted in an increase of \$6,751.
- ❑ Final Health Insurance Cost will change depending on which policy is selected and whether employee selects employee or family plan. If actual cost exceeds the proposed budget, salary savings would be used to cover the additional cost.



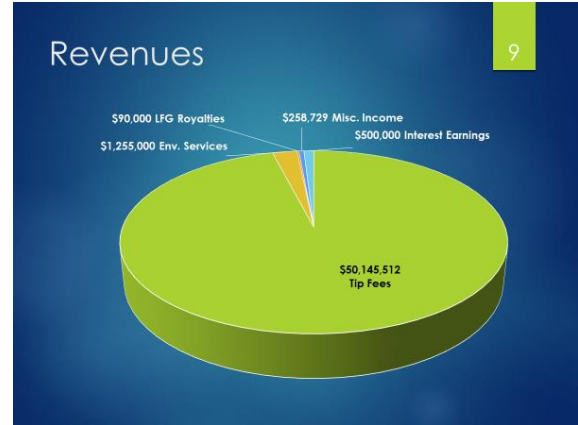
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### FY 2023 Proposed Tip Fee Schedule

Change	Current Rate	Proposed Rate
<b>Municipal Waste</b>	\$61.00	\$65.00
<b>Contract Non-Municipal Waste</b>	\$54.50	\$56.00
<b>Non-Fee Related Changes</b>		
<b>Minimum Tons to Qualify</b>	Current Minimum 50,000 Tons	Proposed Minimum 30,000 Tons

### Revenues and Expenditures 8

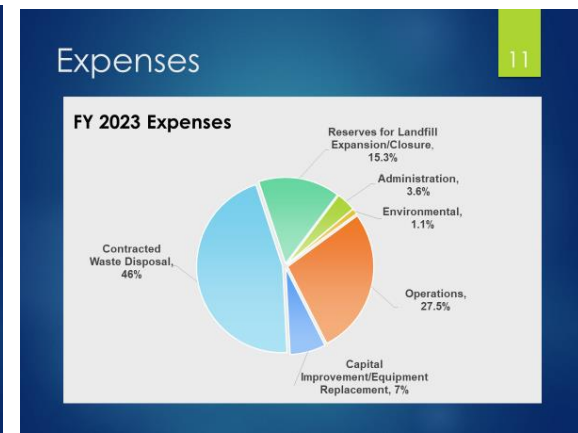
Revenues:	FY-22 Budget	Proposed FY-23	Variance
Tip Fees	\$45,951,468	\$50,145,512	9%
Charges for Env. Services	\$1,036,650	\$1,255,000	21%
Landfill Gas Recovery	\$260,000	\$90,000	-65%
Misc. Income	\$268,729	\$258,729	-4%
Interest Earnings	\$450,000	\$500,000	10%
<b>Total Revenue:</b>	<b>\$48,157,974</b>	<b>\$52,249,241</b>	<b>8.5%</b>
<b>Expenses:</b>			
Operating Expenses	\$38,225,147	\$40,749,241	7%
Capital Equipment	\$3,691,127	\$3,500,000	-5%
Reserves / Landfill Closure	\$6,243,150	\$8,000,000	28%
<b>Total Expenses:</b>	<b>\$48,159,424</b>	<b>\$52,249,241</b>	<b>8.5%</b>
<b>Net Revenue Expenses:</b>	<b>(1,450)</b>	<b>\$0</b>	



### Breakdown of Tip Fees 10

- ▶ Municipal Tip Fees \$31,320,250
- ▶ Navy Waste \$1,399,449
- ▶ C&D \$495,000
- ▶ Norfolk Sludge \$302,500
- ▶ Other Tip Fees \$4,556,313
- ▶ Contract Waste \$7,664,000
- ▶ Non-Contract Waste \$4,408,000

**\$50,145,512**



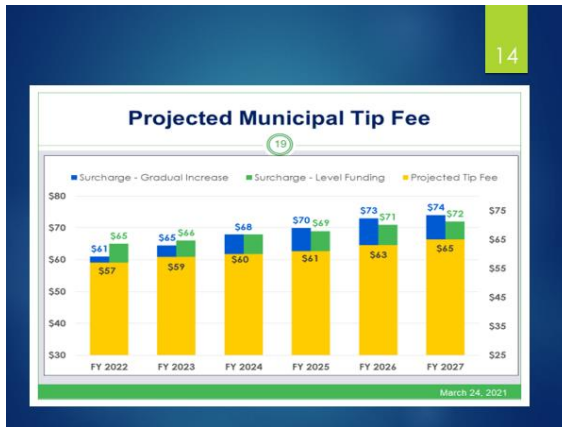
### Breakdown of Expenses 12

- ▶ Contracted Waste Disposal \$23,905,192
- ▶ Capital Equipment Replacement \$3,500,000
- ▶ Reserves For Landfill and Flyover \$8,000,000
- ▶ Salaries and Wages \$7,516,911
- ▶ Benefits \$2,374,462
- ▶ Professional and Contract Services \$3,379,174
- ▶ Materials and Supplies \$2,284,504
- ▶ Other Operating Expenses \$1,288,998

**\$52,249,241**

### Major Variances In Expenses 13

- ▶ Increases
  - ▶ Materials and Supplies \$417,943
  - ▶ Waste Disposal and Service \$1,911,772
  - ▶ Waste Disposal and Hauling \$1,178,501
  - ▶ Reserves for Flyover and Expansion \$1,756,850
  - ▶ Salaries \$498,125
  - ▶ Benefits \$119,131
- ▶ Decreases
  - ▶ Professional Services -\$396,000
  - ▶ Other Operating Expenses -\$26,749



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- ### Salaries
- ▶ The FY - 2023 budget would fund 135.5 FTE's
    - ▶ The increase of 1 FTE will fund the Director of Finance Position
  - ▶ 5% COLA for all employees
  - ▶ All filled positions will exceed the new minimum wage requirements
  - ▶ Reclassified three positions
    - Scale Attendant
    - Solid Waste Assistant
    - Mechanics Helper

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- ### Changes to the Strategic Operating Plan
- ▶ Environmental Management will become a department function
  - ▶ Suffolk Energy Partners will become MAS Suffolk RNG LLC. and will begin producing RNG
  - ▶ To preserve airspace SPSA will be disposing of some waste at Atlantic Landfill
  - ▶ New Organizational Chart
  - ▶ Corrected hours at delivery points
  - ▶ Clarified Holiday Hours
  - ▶ Updated Capital Replacement Plan
  - ▶ Updated the Pay and Classification Plan and FTE's

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- ### Staff Recommendations
1. Adopt the Schedule of Fees and Charges as advertised with an effective date of July 1, 2022.
  2. Adopt the FY -2023 Operating and Capital Budget as revised and presented.
  3. Adopt the Resolution to revise the FY-2023 Strategic Operating Plan.

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# Questions

Mr. Bagley encouraged questions and comments from the Board. Mr. Leahy commented that he had recently spoken with a SPSA employee in the community and asked them about their biggest challenges in their work. The employee reported that needing to work overtime to cover vacancies is a strain. Mr. Leahy asked Mr. Bagley about changes to the pay plan and other initiatives to help reduce vacancies. Mr. Bagley responded that he does believe that the adjustment to the pay plan will help incentivize applicants and help retain staff, but that salary is not the lone factor in employee satisfaction and attracting quality applicants. He went on to outline new creative efforts being made to reach a greater, more diverse, applicant pool, expedite the hiring process, and think outside of the box in terms of recruiting and retaining employees. There were no further questions or comments.



Based on staff recommendations, three matters were presented for consideration.

**Mr. Broad moved, seconded by Mr. McCoy, to adopt the Schedule of Fees and Charges, as advertised. The motion was adopted by a unanimous vote in favor.**

**Mr. Moor moved, seconded by Mr. Keaton, to adopt the July 1, 2022 – June 30, 2023 Operating and Capital Budgets, as presented. The motion was adopted by a unanimous vote in favor.**

Changes to the Strategic Operating Plan occur by resolution and require a vote of at least 75% of the Board. The following proposed resolution was included in the meeting materials for consideration by the Board and read aloud by the Secretary:

**RESOLUTION APPROVING REVISIONS TO THE  
STRATEGIC OPERATING PLAN – APRIL 27, 2022**

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

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

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

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

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

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

1. The Strategic Operating Plan shall be updated and modified as shown on the Strategic Operating Plan attached to this resolution, the updated and modified Strategic Operating Plan shall replace the version of the Strategic Operating Plan approved by the Board on April 28, 2021, and the updated and modified Strategic Operating Plan shall be deemed to be appended as Schedule I to the Post-2018 Use & Support Agreements, and duly incorporated therein.

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

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

**7. PROPOSED UPDATES TO SPSA BYLAWS**

The proposed changes to the SPSA Bylaws were first presented at the March 23, 2022 meeting and were included in their entirety in both the March and April Board Agenda documents. Ms. Preston reviewed the proposed changes, which included increasing the number of Executive Committee appointed by the Chair from 3 members to 4 members for better community representation and updates to language regarding financial and administrative practices. Ms. Preston asked if there were any questions or comments. Mr. Stromberg asked how payments were authorized by the Executive Director. Ms. Preston replied that it was an extensive electronic process that took place within the Munis accounting system. Mr. Bagley and Ms. Schreiber offered to elaborate on the process, but Mr. Stromberg, being familiar with the Munis system, was satisfied with the response. There were no further questions or comments.

**Mr. Sorey moved, seconded by Mr. Stromberg, to adopt the changes to the SPSA Bylaws, as presented. The motion was adopted by a unanimous vote in favor.**

**After the adoption of the bylaw amendments, Mr. Baugh noted that the changes create a vacancy on the Executive Committee and that he is appointing Tom Leahy to fill that position. He further noted that this appointment fulfills his commitment to balance the representation on the Executive Committee with members from large and small communities.**

**8. COST SHARING AGREEMENT WITH HRSD AND CONTRACT FOR HEAT EVAPORATED LEACHATE SYSTEM**

Mr. Bagley reported that, after discussion at the March Board meeting, counsel updated the Cost Sharing Agreement to include actual costs and eliminate ambiguity in language. Negotiations with Heartland Water Technology have concluded and the price for the Heat Assisted Leachate Evaporation System design and installation will be \$6,999,000 with SPSA funding \$3 million and HRSD funding \$3,999,000. HRSD has agreed to the amended language and General Manager, Jay Bernas, will execute the final agreement without needing to return to their Board of Directors, as was determined during their vote to approve the original 2022 agreement. The Executive Committee reviewed a red-lined version of the changes, and the agreement was included in the April Board Agenda documents. Mr. Spain then summarized the revisions to the agreement for the Board, and Mr. Bagley asked for any questions or comments.

Mr. McCoy thanked the Board for their support and commended Mr. Bagley and staff for their work on this contract negotiation for a service that will be invaluable to the organization in reducing risk and promoting operational autonomy. Mr. Leahy asked when the project

would be operational, and Mr. Bagley estimated that the system would be in place in nine months. Mr. Leahy asked if this elimination of leachate hauling will allow those drivers to focus on hauling waste, and Mr. Bagley agreed that it would. Mr. Keifer added that leachate management is one of SPSA's most important jobs and HRSD has been and continues to be an excellent partner in that process. Mr. Bagley commented that this cost sharing agreement is an example of true regionalism with parties working together for the greater good of the communities they serve. He also added that, while the financial reports indicate only \$2.5 million in reserves for this project, SPSA committed to an additional \$500,000 at the time of the 2018 cost sharing agreement and that those funds will be allocated and the line item updated to reflect the new project and SPSA's \$3 million contribution.

The following proposed resolution was read aloud by the Secretary:

### **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 \$3,999,000 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 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 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 Executive Director of SPSA, in the name and on behalf, in connection with any of the foregoing resolutions.

Following the reading of the proposed resolution, Mr. Hansen and Ms. Preston clarified that there was an error in the language for the resolution printed in the agenda, but that the resolution as read was accurate, and that the minutes will include the resolution as read.

**Mr. Hansen moved, seconded by Ms. Lowe, to adopt the resolution on the 2022 Cost Sharing Agreement, as presented. The motion was adopted by a unanimous vote in favor.**

Mr. Bagley continued to the contract portion of this update, now possible because of the resolution adopting the Cost Sharing Agreement. Heartland Water Technology, Inc. was the only vendor who responded to SPSA's RFP for a Heat Assisted Leachate Evaporation System. Staff completed site visits and met with Heartland to discuss SPSA's needs. After extensive discussion and negotiation, the price of \$6,999,000 was agreed upon and staff recommends awarding the contract based on the Cost Sharing Agreement with HRSD. Mr. Bagley, Mr. Henry Strickland, and representatives from Heartland Technology, Inc. were present to answer any of the Board's questions.

Mr. Keifer asked if maintenance was included in the contract. Mr. Bagley responded that while the contract was for design and construction, part of that process includes training SPSA staff to operate the facility and 24-hour access to assistance, as needed. Mr.

Strickland added that once installed, the system itself is fairly simple and can be maintained by stocking spare parts and scheduling basic in-house maintenance as needed, during which time leachate would continue to be stored in the ponds, as it currently is. Mr. Hansen asked how many gallons can be processed and Mr. Strickland responded that the system could manage 60,000 gallons per day, which is more than what SPSA currently produces. As leachate management needs increase with expansion into other cells, additional capacity can be added to the facility. Mr. Hansen asked if there were odors associated with the system. Mr. Strickland responded that when staff began researching on-site leachate management systems, odor was a major concern, but when staff performed inspections of other facilities there was no observed additional odors associated with the process. Mr. Bagley added that they considered reverse osmosis and aeration technologies, but that this system best suited SPSA's needs, particularly as it will help keep PFAS out of the water system by returning the solids left over after evaporation to the landfill to be safely contained. Mr. Leahy asked about additional air permits required for this process. Mr. Bagley responded that SPSA consultants are working on Title V permit coordination, and that there are no issues. Reports will be made to DEQ and operational plans will be updated but, historically, there have been no permitting challenges associated with adding this system to an existing operation. Mr. McCoy asked if any features of the system were lost in negotiating the price. Mr. Bagley reported that there were no short cuts taken in the system itself and that the bulk of the cost savings were a result of reassessing overestimations for site work. Mr. Stromberg asked about the life expectancy of the facility and at what point SPSA would begin realizing cost savings from the project. Mr. Bagley reported that while Heartland estimates life expectancy at 20 years, the system has very few moving parts, none of which are corrosive, so with proper care, maintenance, and part replacement, it may well exceed that estimate. Mr. Bagley clarified that this project is not necessarily a cost-saving measure, because any savings seen from the elimination of hauling would be used for maintenance to the new system, but that it was well-worth the expense to invest in this system which allows SPSA to manage leachate onsite in the best way possible.

**Mr. Keifer moved, seconded by Mr. McCoy, to authorize the Executive Director to award a contract to Heartland Water Technology, Inc. for a Heat Assisted Leachate Evaporation System, as presented. The motion was adopted by a unanimous vote in favor.**

**9. EXECUTIVE DIRECTOR UPDATES**

Mr. Bagley introduced Mr. Norman Strickland, Heavy Equipment Manager, who, just a week previous to the meeting, celebrated his 30<sup>th</sup> year with SPSA. Moving up through the organization, first as a welder, and then to Fleet Maintenance Shop Supervisor, Norman's skills and know-how have been and continue to be an invaluable asset to SPSA, and his dedication to his family is a strong indicator of his character. Chairman Baugh thanked Mr. Strickland and presented him with a SPSA lapel pin as a token of appreciation.

Mr. Bagley updated the Board that the Environmental Impact Statement (EIS) process for wetlands permitting continues, but that SPSA did not receive a review copy of the draft EIS as anticipated because the Army Corps of Engineers is responding to comments from the EPA. SPSA staff reached out to Chief Anderson of the Nansemond Nation and had a meeting with him and Cultural Heritage Partners (CHP) to discuss their thoughts on a mitigation plan that would address their concerns. It was a very positive conversation and staff look forward to continuing to meet with them and other consulting parties on how best to serve the impacted communities. Chief Anderson and CHP have indicated that they would

like mitigation to occur within then Nansemond watershed, and SPSA would like to work to make that happen through creative solutions. While the Corps has indicated that some suggestions, such as the possible cultivation of oyster beds, may not satisfy standard mitigation requirements, there is room for continued discussion and a mitigation proposal that contains a wide range of efforts, including the possibility of earmarking SPSA property for wetland preservation, is likely to be formulated for presentation to the Corps and will be discussed with the Board in the coming months. Mr. Moor asked if the alternative site in Suffolk was still being considered as a possibility and if the Corps still had plans to distribute mailers to Suffolk residents. Mr. Bagley responded that, while the work on the alternative site would still be included in the draft EIS, it is highly unlikely that the site would be considered practicable given that construction on that site would impact more wetlands than the proposed site expansion, and that the Corps has not indicated that they have any plans to send mailers.

Discussions with the Navy on their plans for the WIN/Wheelabrator facility (and associated easements) after June of 2024 continue in a positive direction. While nothing has officially been determined, Navy contacts indicate that SPSA should move ahead with their plans, as discussed. Since the March Board meeting, SPSA staff has been updated by Mr. Ray Crabbs of IBC Renewables that his company appears to have found a solution to their funding gap through selling their property and leasing it back from the new owners. The 45-day due diligence period associated with the sale has begun and Mr. Crabbs is hopeful that they can begin construction shortly thereafter. As always, Mr. Bagley is being incredibly cautious about fully vetting any new technology advancements, but should Mr. Crabbs be successful, it would be of great benefit to the region.

Mr. Bagley updated the Board on continuing operational issues at the WIN/Wheelabrator Refuse Derived Fuel (RDF) plant. During the current reporting period, SPSA trucks were not able to utilize the RDF plant on 14 days, resulting in more than 3,100 tons of waste that will need to be backhauled. Because the RDF is an aging facility that is no longer intended to remain in operation past June of 2024, Mr. Bagley foresees that, despite the best efforts of WIN staff, issues like these are likely to become more common and require SPSA to implement a proactive solution.

Mr. Leahy commented that these diversions were another concern of the SPSA employee that he spoke with. Prompted by questions and comments from Mr. Hansen, Mr. Bagley described a plan to give SPSA greater control over day-to-day operations at no extra cost to SPSA by working with WIN so that when diversions are necessary, an equal amount of waste would be hauled by SPSA directly to Atlantic Landfill, with no requirement for WIN to back-haul. This would allow SPSA to have a standard plan in place for drivers, have fewer trucks on the road, and help ensure preservation of landfill airspace during a critical time.

Mr. Maxwell commented that he is very concerned about the lack of improvement in WIN operations and would like to see a good faith effort toward improvement. Chairman Baugh responded that this topic has been discussed extensively in Executive Committee and that, while there are potential contractual remedies that could be explored, it is in SPSA's best interests to pursue a practical operational solution that could be easily implemented and create mutual benefit.

Mr. Bagley went on to say that this diversion plan would be good for SPSA and WIN, as they would no longer have the cost of back-hauling diverted tonnages from the Regional Landfill. He also added that in no way does he intend to downplay the hard work and

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extraordinary efforts being made by Mr. Stratton and his staff to ensure that operations run as smoothly as possible at all times.

Mr. Henry Strickland delivered the operations report, stating that 1,180,627 gallons of leachate (the equivalent of 236 tanker loads) were hauled to HRSD, with another 493,654 gallons (the equivalent of 36.5 twenty-four feet by four feet, round, above ground swimming pools) being pumped to HRSD. Mr. Strickland informed the Board that site work has begun on the new Renewable Natural Gas (RNG) facility, and that electricity generation has been decommissioned. The work on the new Administration building at the Regional Landfill has also begun with plumbing rough-in and site work.

Mr. Mike Kelley delivered the environmental report, noting that there were no odor complaints in the reporting period, all permitting, sampling, and reporting were up to date and that two special HHW events took place in the month of March. He also reviewed how SPSA fulfills the sixth element of the Environmental Management System (EMS), which is development of defined resources, roles, responsibilities, and authorities for environmental management.

Mr. Michael Ponds delivered the safety and risk report, informing the Board that six quarterly site inspections have been completed, along with a mock OSHA inspection at the Regional Landfill performed by SPSA's insurance carrier. Ongoing safety and risk initiatives include performing risk assessments on all tasks performed by SPSA employees and monthly Safety Committee meetings.

Mr. Bagley and staff offered to answer any questions, but there were none at that time.

#### **10. FLYOVER COMMITTEE REPORT**

Mr. Bagley informed the Board that, at the request of Mr. Hansen, Committee Chairman, staff met with VDOT for an update on April 25, 2022, when Committee members were detained on municipal business. The meeting was brief, but informative. The project is currently on, and in some cases, ahead of schedule, and on budget. It was determined that there was no need to hold a public hearing on the project after the posted willingness resulted in a single comment which was addressed personally to the commenter's satisfaction. One development of note is that the state central office has advised adjusting inflation on all projects from 2.4% to 4%, which would impact the budget, but Mr. Mike Davis of VDOT is hopeful that those rates will even out before the flyover project is ready to be put out to bid. Mr. Hansen asked when the project was expected to be ready to bid and was answered that the project is expected to reach biddability in March of 2023. There were no further questions.

#### **11. WIN WASTE INNOVATIONS PORTSMOUTH MONTHLY REPORT**

Mr. Clint Stratton presented the WIN monthly report in person and thanked Mr. Henry Strickland and staff for their efforts during the month's diversions.

WIN Waste Innovations -  
Portsmouth

April 2022 Report to SPSA Board



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



WIN Waste Innovations Portsmouth  
March 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
47,899	50,205	(2,316)	45,180	52,005	(6,825)	5,017	5,673	656	9,512	14,820	5,308
Driven by back-to-back outages on Boilers 1 & 4.			Driven by boiler outage timing and USDT			NP hauling decreases during diversion events and heavy wait times at Bethel LF (two hour wait times)			Timing and processed based. MBI drivers pulled from ash to move more tons from system during back-to-back outages.		
Steam Sales			Boilers Unscheduled Downtime			TG's Unscheduled Downtime			Net MWH Sold		
Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan	Actual	Plan	Act-Plan
74,842	63,315	11,527	343	152	(191)	34	0	(34)	10,823	15,475	(4,651)
NNSY usage up this period over three year run rate			Failure of #1 grate leading to early outage out of period counting towards USDT			TG metering device failed causing a loss of the facility. New units on order.			Driven by unfavorable processing and favorable steam sales		

- Includes 1,201 tons of non-qualifying residue delivered to landfill, qualifying residue 86.33% for March
- Waste delivered by SPSA to RDF- 45,173 tons; Boiler availability – 79%; Turbine Generator availability- 93%;
- 0 OSHA Recordable accidents this period, 0 YTD; 0 Environmental Incident/ 0 Citizen Complaints for this period

2

Recent Challenges



Events-

- #3 TG BUS bar failure 70 hours USDT. Led to reduced boiler loads and less processing while units was down for repairs. Leaking water line identified as cause of the event. This water line supplies cooling water to all boiler processing fans and as such, we isolated all boilers and made repairs to cooling line.
- Loader fire. Loader was in operation on the tipping floor when operator noticed smoke coming from under machine. Operator was able to remove unit from the tipping floor safely.
- C33 failure. Belt failed prematurely when a large piece of metal sliced the belt in its entire length (1500'). We were able to remove damaged portion of belt from rollers and recenter remaining belt to process one processing line while we secured a contractor to come replace the belt.
- Recovery of SPSA diverted tons beginning this week

All the above events led to diversions of tonnage coming into the facility. We worked with our direct customers and SPSA staff to ensure we could receive nightshift SPSA volumes accordingly.

3

Questions?



Mr. Stratton offered to answer any questions. Mr. Leahy asked about the facility's viability between now and June of 2024. Mr. Stratton responded that WIN still intends to invest between \$17.5 - \$18 million in the facility, as planned. Mr. Hansen thanked Mr. Stratton for his report, noting that it means a lot that he comes to these meetings each month to answer to the Board. He went on to ask about the long term plans for the plant. Mr. Stratton responded that he is unsure, but that decommission is likely, however there is currently no change in their strategic plan. Mr. McCoy thanked Mr. Bagley and staff for allowing and encouraging this open dialogue. Mr. Hansen added, in Mr. Stratton's defense, that he is confident that he and his staff are doing the best they can to continue to provide a great service and that the Board does not want to dismiss those considerable efforts.

12. **FINANCIAL REPORT**

Ms. Schreiber informed the Board that, as of March 31, 2022, total revenues exceeded total expenses by approximately \$5.2 million. Tipping fees fiscal year to date reflect an increase of 8.2%, or approximately \$2.75 million as compared to FY 2021. Municipal waste tonnages were down approximately 8.4% or 31,326 tons as compared to last fiscal year. Commercial tons were up approximately 31% or 48,470 tons as compared to last year. For the month ending March 31, 2022, total municipal waste was 40,726 tons as compared to 41,517 tons a year ago.

Ms. Schreiber reported that total expenses as of March 31, 2022 were approximately \$34.1 million, compared to \$31.2 million in the prior fiscal year. Ms. Schreiber reported that cash



balances were at \$58.6 million, designated as \$3.3 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, \$19.1 million in landfill closure, and \$23.8 million for landfill expansion and the flyover.

Mr. Leahy asked if the additional \$500,000 needed for the leachate management project is reflected in the FY 2023 budget. Mr. Bagley responded that he anticipates that funding coming from the FY 2022 surplus.

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

**13. OTHER BUSINESS**

Chairman Baugh asked if there was any other business, but there was none.

**14. ADJOURN MEETING**

There being no further business to come before the Board of Directors, the regular meeting was adjourned at 11:50 a.m.

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Dennis L. Bagley  
Executive Director

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

## 5. Executive Director Updates

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – March 16, 2022

## Landfill Operational Summary

SPSA Regional Landfill Operational Summary		KEY:			
Period	April 1, 2022 to April 30, 2022		Change Since Last Report		
			All Is Well		
			Working On		
			Noted Issue		
Item	Metric Item	Metric	Performance/Comment	Status Code	Comments/Corrective Actions
<b>1</b>	<b>Regulatory Compliance</b>				
1.1	Notice of Violations	None	In Compliance		No issues during the reporting period.
1.2	Environmental compliance and reporting	Compliance	All submissions made.		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.
<b>2</b>	<b>Landfilling Operations</b>				
2.1	Tonnage Landfilled	Actual Tons	34,903		
2.2	No. staff	13.5	8.5		5 vacancies: 2 Landfill Equipment Operators, 1 Solid Waste Assistant, 1 Environmental Tech, , 1 Environmental Specialist
2.2	Equipment Utilization	Key equipment fully operational and deployed	All equipment operating and deployed with appropriate spares		
<b>3</b>	<b>Cover Operations</b>				
3.1	Total Cover Material Received	Actual Tons	12,315		
3.2	Date of last aerial survey	12/12/2019			
3.3	December 2020 Operational In-Place Density (lbs./cy)	1,600-1,800lbs/cy	1,903 lbs./cy or AUF = .94		Airspace Study completed January 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.

<b>4</b>	<b>Leachate Management</b>				
4.1	Pump stations operational during period	100 % Operational	All pump stations are operational, pump performance is being monitored, and repairs/replacements made as necessary.		All vaults are operational.
4.2	SCADA system operational during period	100 % Operational	Fully operational		SCADA is fully operational. Low Flow to meters to HRSD, FIT-0301, and FIT-0401 were calibrated on 12/28 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	669,850.6		From 4/1 to 4/30
4.5.1.1	Cell V, Sumps 1-4	x gallons	259,143		From 4/1 to 4/30
4.5.1.2	Cell VI, Sumps 5-8	x gallons	253,957		From 4/1 to 4/30
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	339,417		From 4/1 to 4/30
4.5.3	Disposal costs in period: \$		\$ 17,722		From 4/1 to 4/30
4.5.4	Any issues relative to leachate quality and acceptance at WWTPs?	No constraints	No constraints		
<b>5</b>	<b>Landfill Gas Management</b>	Compliance	In compliance		
<b>6</b>	<b>Odor Complaints</b>	No complaints	0		From 4/1 to 4/30
<b>7</b>	<b>Leachate Evaporator</b>	on schedule	contract review underway		

#### Acronym Definitions

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

## Executive Committee Minutes – March 16, 2022

**Executive Committee Minutes**  
**Southeastern Public Service Authority of Virginia**  
**March 16, 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 Executive 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 gave commentary only when requested to do so by the Chairman. Mr. Keaton left the meeting at 11:25 a.m.

**Items for Discussion:**

## Chairman's Comments

Chairman Baugh thanked everyone for their attendance and offered special thanks to Tom Leahy, Chairman of the Personnel Committee, for the Personnel Committee's hard work preparing a report for the Board that was well-supported and demonstrated thorough evaluation.

1. Review and approve Executive Committee Minutes of February 16, 2022

**Mr. Keifer moved, seconded by Ms. Raulston, to approve the minutes of February 16, 2022. The motion was adopted by a unanimous vote in favor of all Executive Committee members present.**

2. FY 2023 Budget Presentation

Mr. Bagley commented that he is very gratified to have the opportunity to do a deep dive examination of budget trends with staff and to work collaboratively on how best to move forward in FY 2023. Mr. Bagley reviewed the guiding principles that shaped the budget process, as well as highlights from the budget including the planned tip fee increase to \$65, funding for the flyover and construction of Cell VII, increases to fuel costs, additional diversion of tonnage from the regional landfill, new revenue from Waste Management for the use of SPSA transfer stations, and funding to address the employee pay plan.

Throughout and after the budget presentation the Committee and staff discussed municipal tipping fees versus contact non-municipal waste fees, future tip fee projections, and employee salary increases. Mr. Bagley and staff agreed to take the Committee's suggestions and incorporate them into the budget presentation for the March Board Meeting.

3. Interim Executive Director Updates

- a) Upcoming Board Meeting Agenda New Action Items

The first item on the March Meeting agenda will be a Personnel Committee closed session for discussion of the Executive Director candidacy. Chairman Baugh

anticipates that this closed session could take an hour or more, depending on the length of the discussion.

As discussed at the February Meeting, Mr. Bagley will present, in open session, a brief overview of the closed session presentation updating the Board on proposed options from WIN Waste about moving forward after the conclusion of the Navy steam agreement. This will be followed by the FY 2023 Budget Presentation and request for the Board to vote on a resolution to hold a public hearing on the proposed schedule of fees and charges to begin July 1, 2022. That hearing would take place at the Board Meeting scheduled for April 27, 2022. The proposed changes to the Bylaws that the Executive Committee has reviewed will be published in the March Board Agenda and will be discussed. Any vote on those proposed Bylaw changes would not take place until the April Meeting. While Mr. Bagley is still finalizing the exact details for the contract in response to the RFP for a heat evaporated leachate system, the new cost sharing agreement with HRSD is ready for presentation. The agreement, which was signed by the new Executive Director of HRSD at their February Board Meeting, acknowledges that HRSD will contribute \$4 million in funds and SPSA will use its previously designated \$3 million toward this alternative leachate management system in lieu of the cost-prohibitive force main project. As soon as HRSD has an executed agreement they will earmark the funding. Mr. Bagley is confident that executing the agreement will in no way impede the successful completion of a leachate evaporation system contract. There will be two contracts brought to the Board for review at the March Meeting. The first is for an Above Ground Scale at the Isle of Wight Transfer Station and the second is for a Fleet Management Software System.

b) Ongoing Update Items

At the March Board Meeting, the Board will also hear updates on the wetlands permitting process for the proposed Regional Landfill Expansion. A call with the Army Corps of Engineers, VHB, the Corps' consulting parties, and SPSA, took place on March 15<sup>th</sup> to discuss environmental concerns. SPSA learned in this call that the proposed off-site alternative would result in a greater wetlands impact than proposed Cells VIII and IX. Part of the call was also devoted to possible mitigation discussions. Mr. Bagley believes it is likely that the Corps will insist that SPSA's mitigation plan will need to include purchasing credits from wetland banks within nearby watersheds, preservation efforts on SPSA property, or some creative combination of these or other options. Mr. Bagley informed the Committee that in the near future he will need to approach the Board for their opinions on these mitigation strategies and ask for authority to deliver a proposal to the Corps that will satisfy the concerns of the consulting parties and meet SPSA's needs. Mr. Bagley reported that Mas Energy has had some challenges completing their permits, but those are being worked out and they have broken ground on the new facility. Meetings with the Navy have been positive, and Mr. Bagley feels good about moving forward in discussions on the Navy's plans for their easements after their contract with WIN/Wheelabrator ends.

c) April Board Meeting Agenda Items

It is planned that at the April Board Meeting the Public Hearing on the FY 2023 schedule of fees and charges will take place, along with another brief overview of the budget and request for a vote to approve. The proposed changes to the SPSA Bylaws that were discussed at the March Meeting will be asked to be put to a vote, as well.

The leachate evaporation system contract will also be presented for approval. After discussion with Mr. Sorey, the Chesapeake Ancillary Services Agreement will be presented to the Board in June or July.

4. Ongoing Concerns Update

Mr. Bagley briefly mentioned again that staff has been working on a proposal for an e-waste program that will be ready to present when time allows. He also asked the Committee to please let him know if there are any specific topics on which they would like to see presentations at future meetings.

5. 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 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. 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 by all Executive Committee members present. SPSA staff did not attend 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 Ms. Raulston, to approve certification as read. The motion was adopted by a unanimous roll call vote in favor by all Executive Committee members present.**

6. Meeting Adjourned at 12:15 p.m.

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

May 13, 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	THIRD PARTY			OUT-OF-STATE		NAVY STEAM DELIVERED (K-LBS)	ALL WASTE ACCEPTED AT RDF (TONS)	NP REMOVED FROM RDF (TONS)	PROHIBITED WASTE	RDF WASTE DIVERTED TO LANDFILLS (TONS)	PROCESSED FORMULA	RESIDUE DELIVERED TO LANDFILL (TONS)	MW SOLD TO THE GRID (MWHr)
	SPSA ACCEPTABLE WASTE (TONS)	ACCEPTABLE WASTE (TONS)	WASTE (TONS) *	WASTE (TONS)	TOTAL TONNAGE								
JAN	43,183.39	4,999.67	797.75	-	48,980.81	84,466	48,980.81	5,047.58	-	1,654.83	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	-	-	43,372.83	9,742.97	9,264
MAR	45,173.01	7,079.01	784.50		53,036.52	74,842	53,036.52	5,016.54	-	5,024.07	45,179.74	9,512.18	10,823
APR	45,357.05	1,411.05	971.27		47,739.37	56,361	47,739.37	3,112.18	-	7,254.42	44,990.03	13,284.39	14,694
MAY													
JUN													
JUL													
AUG													
SEP													
OCT													
NOV													
DEC													
YTD TOTAL	173,965.72	21,681.17	3,436.44	-	199,083.33	294,185.00	199,083.33	19,209.37	-	13,933.32	176,369.35	44,048.93	43,788.00

\* 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	79.0%	287	343	93.0%	113	34
APR	86.0%	179	238	93.0%	72	74
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	83.3%	616.00	1,347.00	93.7%	281.00	113.00

**WIN Waste Innovations**  
**SUPPLEMENTAL INFORMATION**  
**April 2022**

Total Waste received by SPSA:	45,357 tons	
Waste delivered to RDF:	47,739 tons	
Total RDF processed:	44,990 tons	
Residue sent to landfill:	13,284 tons*	
Electric power sold:	14,694 MW	
Steam sold to Navy:	56,361 K-LBS	
Overall Boiler availability:	86%	
Overall Generator availability:	93%	
Environmental Incidents	0	
OSHA Recordable Accidents this period:	0	
OSHA Recordable Accidents YTD:	0	

**General Notes:**

\* This total includes 1509.60 tons of non-qualifying residue delivered to the landfill this period, qualifying residue 88.64% for this period.

## WIN Waste Innovations

### Monthly Report for the Month of April 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			
April 1, 2022 to April 30, 2022		All Is Well			
		Working On			
		Noted Issue			
Item	Metric Item	Metric	Performance	Status	Comments
<b>1</b>	<b>Regulatory Compliance</b>				
1.1	Notice of Violations	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
<b>2</b>	<b>RDF Tipping Floor Operations</b>				
2.1	Wait Times	<30 min			Wait times above 30 minutes at some points during C33 belt failure & USDT boiler events causing higher volumes on floor despite diverting.
2.2	Floor Volume	<1,500 Tons			Additional drivers (4) brought from out of area to help reduce NP and divert tonnage.
2.3	Equipment Utilization	Key equipment fully operational and deployed			A line shredder in scheduled overhaul
<b>3</b>	<b>Ash</b>				
3.1	Ash Delivered to RLF	Actual Tons	13,284		
3.2	Percentage of Ash Re-classified	<20%	1,509		Reclassified was 11.36%
3.3	Percentage of Ash used as ADC	> 80%	11,775		ADC was 88.64%
3.4	Rejected Loads of Ash	0	0		
<b>4</b>	<b>WTE</b>				
4.1	Boiler Availability	> 90%	86%		Driven by failure of Circ water pipe which provides cooling to all boilers and 2 TG BUS failure.
4.2	TG Availability	> 90%	93%		
4.3	Ash Screener Availability	> 95 %	95%		
<b>5</b>	<b>Cleanliness/Litter Control</b>				
5.1	Citizen Complaints	0			Overall cleanliness of the facility continues to improve.
5.2	Odor Complaints	0			No issues during reporting period

**Acronym Definitions**  
**RDF** - Refuse Derived Fuel, **WTE** - Waste To Energy, **VPDES** - Virginia Pollution Discharge Elimination System, **ADC** - Alternative Daily Cover, **TG** - Turbine Generator

## 7. Financial Report

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

For the month ending April 30, 2022, total revenues exceeded total expenses by approximately \$5.5 million as compared to \$5.6 million in the previous year.

Tipping fee revenue received FYTD reflects an increase of 7.7% or approximately \$2,898,000 as compared to fiscal year 2021.

For the month ending April 30, 2022, year to date total expenses were approximately \$37.8 million as compared to \$35.2 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 April 30, 2022, municipal waste tonnages reflect a decrease of 9% or approximately 37,700 tons as compared to April 30, 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 April 30, 2022 operating cash balances were approximately \$59.8 million representing approximately \$3.7 million in the operating account, \$6.3 million in undesignated fund balance, \$3.1 million for FY 2021 Rolled Purchase Orders, \$3 million reserved for the Leachate Evaporation System, \$519 thousand for Landfill Expansion Purchase Orders, \$19.1 million designated for landfill closure and \$23.9 million for Landfill Expansion and flyover.

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

<b>Southeastern Public Service Authority</b>									
<b>Statement of Revenue and Expenses - Budget to Actual Comparison</b>									
<b>For the Period Ending April 30, 2022</b>									
	<b>APRIL 2022</b>				<b>APRIL 2021</b>				
	<b>Adjusted Budget</b>	<b>Month</b>	<b>FYTD</b>	<b>% of Budget</b>	<b>Adjusted Budget</b>	<b>Month</b>	<b>FYTD</b>	<b>% of Budget</b>	
<b>REVENUES</b>									
Tipping Fees	\$ 45,951,468	\$ 4,329,373	\$ 40,532,526	88.2%	\$ 41,756,055	\$ 4,184,460	\$ 37,634,331	90.1%	
Tire program	600,000	66,408	762,219	127.0%	600,000	48,213	421,378	70.2%	
Household Hazardous Waste Revenue	386,650	54,906	377,226	97.6%	333,000	68,952	354,197	106.4%	
White Goods Program	50,000	3,121	70,220	140.4%	40,000	5,698	60,301	150.8%	
Landfill Gas Recovery	260,000	8,466	81,233	31.2%	260,000	13,205	186,257	71.6%	
Miscellaneous Income	268,729	45,508	401,252	149.3%	1,429,891	20,418	1,374,590	96.1%	
Interest Earnings	450,000	13,007	195,336	43.4%	450,000	19,429	407,294	90.5%	
Fund Balance / Capital / Rolled PO's	4,034,338	149,776	687,345	17.0%	2,542,284	7,375	89,600	3.5%	
Fund Balance / Landfill Expansion	3,787,832	-	357,392	9.4%	2,273,166	28,406	424,877	18.7%	
<b>TOTAL REVENUES</b>	<b>\$ 55,789,017</b>	<b>\$ 4,670,564</b>	<b>\$ 43,464,749</b>	<b>77.9%</b>	<b>\$ 49,684,396</b>	<b>\$ 4,396,155</b>	<b>\$ 40,952,826</b>	<b>82.4%</b>	
<b>Administration</b>									
Salaries / Wages	\$ 850,964	\$ 53,091	\$ 599,105	70.4%	\$ 837,565	\$ 63,552	\$ 677,496	80.9%	
Employee Benefits	202,110	13,163	134,870	66.7%	212,102	15,579	154,934	73.0%	
Professional / Contracted Services	691,279	24,873	334,989	48.5%	688,063	16,797	303,687	44.1%	
Other Operating Expenses	226,970	24,437	185,354	81.7%	223,872	14,595	165,066	73.7%	
Materials / Supplies	19,208	550	6,392	33.3%	17,888	1,056	6,164	34.5%	
Total Administration	\$ 1,990,531	\$ 116,114	\$ 1,260,710	63.3%	\$ 1,979,490	\$ 111,579	\$ 1,307,349	66.0%	
<b>Environmental Management</b>									
Salaries / Wages	\$ 327,643	\$ 18,558	\$ 211,537	64.6%	\$ 319,891	\$ 24,761	\$ 245,092	76.6%	
Employee Benefits	103,908	6,751	74,289	71.5%	114,101	8,521	79,419	69.6%	
Professional / Contracted Services	76,150	10,667	59,100	77.6%	78,200	11,111	43,531	55.7%	
Other Operating Expenses	11,192	331	3,635	32.5%	13,700	444	5,032	36.7%	
Materials / Supplies	22,860	1,536	13,588	59.4%	22,838	1,516	8,211	36.0%	
Total Environmental Management	\$ 541,753	\$ 37,843	\$ 362,150	66.8%	\$ 548,730	\$ 36,354	\$ 381,285	69.5%	
<b>Operations</b>									
Salaries / Wages	\$ 5,840,179	\$ 440,204	\$ 4,363,896	74.7%	\$ 5,731,396	\$ 409,912	\$ 4,427,775	77.3%	
Employee Benefits	1,949,313	147,556	1,480,251	75.9%	1,917,326	147,633	1,502,169	78.3%	
Professional / Contracted Services	3,085,143	235,790	2,037,734	66.0%	2,996,424	187,992	2,088,354	69.7%	
Other Operating Expenses	1,089,685	56,152	685,242	62.9%	1,053,761	90,065	761,648	72.3%	
Materials / Supplies	1,846,171	185,768	1,525,942	82.7%	1,813,457	148,269	1,083,746	59.8%	
Total Operations	\$ 13,810,491	\$ 1,065,469	\$ 10,093,065	73.1%	\$ 13,512,364	\$ 983,872	\$ 9,863,692	73.0%	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 16,342,775</b>	<b>\$ 1,302,091</b>	<b>\$ 11,715,924</b>	<b>71.7%</b>	<b>\$ 16,040,584</b>	<b>\$ 1,131,805</b>	<b>\$ 11,552,325</b>	<b>72.0%</b>	
<b>CAPITAL PROJECTS / EQUIPMENT REPLACEMENT</b>									
CELLS 8/9 PERMITTING	822,725	-	358,371	43.6%	-	-	-	-	
TIRE SHREDDER	74,543	-	59,650	80.0%	-	-	-	-	
ROB - Upgrade Lighting	61,798	-	9,956	16.1%	-	-	-	-	
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%	-	-	-	-	
VDOOT - FLYOVER	2,767,074	6,363	623,472	22.5%	-	-	-	-	
RLF - DESIGN BUILD PROJECT	3,420,444	149,776	304,014	8.9%	-	-	-	-	
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%	-	-	-	-	
FLT-FASTER SOFTWARE	-	9,000	9,000	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	100.0%	-	-	-	-	
NTS - WHEELED LOADER	535,570	-	-	0.0%	-	-	-	-	
OTS - WHEELED LOADER	385,228	-	-	0.0%	-	-	-	-	
UNDESIGNATED	104,058	-	-	0.0%	-	-	-	-	
<b>TOTAL CAPITAL PROJECTS/EQUIPMENT REPLACEMENT</b>	<b>\$ 11,204,672</b>	<b>\$ 165,140</b>	<b>\$ 2,909,580</b>	<b>22.4%</b>	<b>\$ 9,479,133</b>	<b>\$ 686,341</b>	<b>\$ 3,097,926</b>	<b>32.7%</b>	
<b>OTHER USES</b>									
Va. Beach Ash & Residue Agreement									
Salaries / Wages	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A	
Employee Benefits	-	-	-	N/A	-	-	-	N/A	
Professional / Contracted Services	-	-	-	N/A	-	-	-	N/A	
Materials / Supplies	-	-	-	N/A	-	-	-	N/A	
Other Operating Expenses	-	-	-	N/A	-	-	-	N/A	
Internal Service Charges	-	-	-	N/A	-	-	-	N/A	
Indirect Costs	-	-	-	N/A	-	-	-	N/A	
Capital Equipment	-	-	-	N/A	-	-	-	N/A	
Engineering Services & Permits	-	-	-	N/A	-	-	-	N/A	
Settlement for Closure/Post Closure	-	-	-	N/A	-	-	-	N/A	
Total Ash & Residue Agreement	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A	
Service Fee to Wheelabrator									
Annual Fee Paid over 12 Months	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A	
Less: Steam Energy Revenue	-	-	-	N/A	-	-	-	N/A	
Less: SPSA Hauling Fee	-	-	-	N/A	-	-	-	N/A	
Less: Loading Fee	-	-	-	N/A	-	-	-	N/A	
Less: Liquidated Damages Late Trailer	-	-	-	N/A	-	-	-	N/A	
Less: Proprietary Waste Revenue	-	-	-	N/A	-	-	-	N/A	
Less: Fuel Surcharge	-	-	-	N/A	-	-	-	N/A	
Less: Overtime Per Addendum 4	-	-	-	N/A	-	-	-	N/A	
Less: Cost for Ash Disposal	-	-	-	N/A	-	-	-	N/A	
Less: Diverted Waste Disposed by SPSA	-	-	-	N/A	-	-	-	N/A	
Less: Other Credits	-	-	-	N/A	-	-	-	N/A	
Net Fee to Wheelabrator	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -	N/A	
<b>OTHER USES</b>									
Contracted Waste Disposal	\$ 1,870,699	\$ 18,471,705	\$ 12,189,466	80.3%	\$ 1,879,914	\$ 15,355,869	\$ 11,601,612	87.9%	
Service Fee to Wheelabrator Addendum 6	\$ 15,173,210	\$ 6,186,820	\$ 5,688,207	83.4%	\$ 13,197,393	\$ 6,623,536	\$ 5,429,095	82.0%	
Waste Hauling & Disposal	6,820,210	55,585	594,033	8.7%	-	-	-	-	
Atlantic Waste Disposal	5,000	-	-	0.0%	5,000	-	-	0.0%	
Suffolk Environmental Trust Fund	6,243,150	520,263	5,202,628	83.3%	4,338,750	361,563	3,615,625	83.3%	
Reserves for Landfill Expansion/Closure	-	-	-	N/A	-	-	-	N/A	
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	
<b>TOTAL OTHER USES</b>	<b>\$ 28,241,570</b>	<b>\$ 2,390,962</b>	<b>\$ 23,674,332</b>	<b>83.8%</b>	<b>\$ 24,164,679</b>	<b>\$ 2,241,477</b>	<b>\$ 20,646,332</b>	<b>85.4%</b>	
<b>GRAND TOTAL EXPENSES</b>	<b>\$ 55,789,017</b>	<b>\$ 3,775,527</b>	<b>\$ 37,899,837</b>	<b>67.9%</b>	<b>\$ 49,684,396</b>	<b>\$ 4,059,623</b>	<b>\$ 35,296,583</b>	<b>71.0%</b>	
<b>NET REVENUES / (EXPENSES)</b>	<b>\$ -</b>	<b>\$ 895,037</b>	<b>\$ 5,544,912</b>		<b>\$ -</b>	<b>\$ 336,532</b>	<b>\$ 5,656,243</b>		

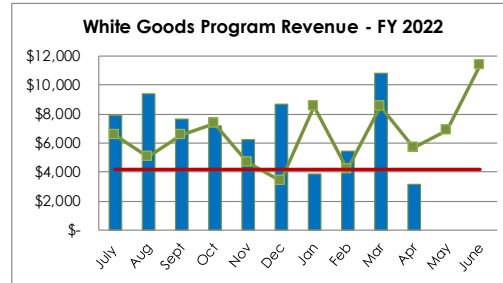
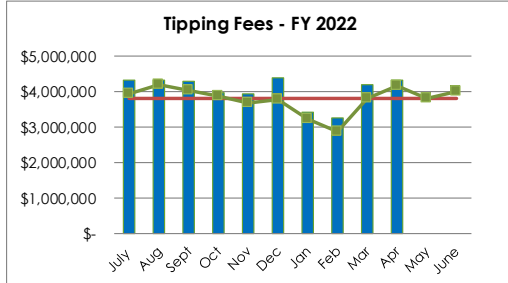
A Budget has been adjusted by \$7,349,877 for purchase orders rolled over from FY 2021, and projects related to landfill expansion.

Southeastern Public Service Authority Monthly Expense Line Items													
Description	FY 2022											From Previous Month	
	Budget	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	FYTD	\$ Change
Salaries Exempt	\$ 1,278,992	\$ 127,892	\$ 150,180	\$ 147,501	\$ 149,814	\$ 150,886	\$ 223,481	\$ 138,638	\$ 140,523	\$ 141,459	\$ 1,508,809	\$ 936	0.7%
Salaries Non-Exempt	4,680,484	282,350	336,959	338,969	333,729	323,002	490,698	312,650	316,682	321,772	3,379,483	\$ (18,207)	-0.3%
Overtime	309,940	16,565	26,721	22,841	22,392	29,219	42,172	17,798	30,416	48,623	286,246	\$ (1,800)	-0.3%
FICA / Medicare Tax	536,936	30,868	37,538	37,227	36,212	35,926	54,797	34,578	36,114	37,795	376,204	\$ (1,680)	-0.4%
VRS Retirement	51,537	3,334	3,481	3,485	3,483	3,432	3,432	3,131	3,184	3,317	33,430	\$ (46)	-1.4%
VRS Group Life Insurance	1,408,152	114,142	112,645	110,514	108,167	107,154	105,846	102,847	106,918	107,186	1,083,962	\$ (1,236)	-0.1%
Health Insurance	86,097	6,779	6,826	6,772	6,842	6,695	6,772	6,431	6,533	6,511	66,644	\$ (22)	-0.3%
Unemployment Insurance	3,658	33	33	30	30	26	26	1,514	1,159	438	3,490	\$ (299)	-8.3%
Workers Compensation	148,951	12,568	12,568	12,568	12,568	12,568	12,568	12,568	12,568	12,568	125,680	\$ (688)	-5.5%
Medical Fees	12,460	325	325	325	325	325	325	325	325	325	3,200	\$ (1,600)	-50.0%
Security Service	85,680	5,583	5,041	10,132	6,772	6,843	8,604	9,642	6,283	6,236	70,619	\$ (47)	-0.5%
Professional Services	224,576	265	10,339	9,389	31,114	44	(8,123)	4,825	16,499	3,761	73,286	\$ (12,738)	-24.6%
Engineering Services	248,000	-	7,697	7,697	41,856	6,795	14,856	55,533	48,488	988	182,439	\$ (47,500)	-26.1%
Landfill Survey	5,000	-	-	-	-	-	-	-	-	-	-	\$ -	N/A
Legal Fees	325,000	-	23,062	53,738	(32,137)	11,339	23,258	12,576	6,785	13,085	124,994	\$ (204)	-3.0%
Environmental Testing	103,000	296	19,866	1,991	872	17,019	2,661	441	26,540	2,001	598	\$ (1,403)	-5.3%
Fire Protection	9,250	120	-	-	-	772	2,661	360	280	102	4,295	\$ 102	N/A
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	3,765	33,880	\$ (1,378)	-29.5%
Maintenance Service Agreements	159,597	30,125	1,607	1,609	3,595	3,444	2,273	10,785	3,805	59,468	1,625	\$ (57,843)	-1520.3%
Grounds Maintenance	106,240	2,183	-	11,281	6,720	12,139	5,640	-	11,281	5,640	6,811	\$ (1,171)	-10.4%
Hazardous Waste Disp/Cleanup	57,000	-	10,825	-	-	11,925	-	-	-	-	45,465	\$ 10,435	N/A
Equipment Maintenance	963,050	44,213	64,889	69,523	65,210	51,200	94,145	72,502	78,397	83,322	722,162	\$ 15,439	19.7%
Building / Site Maintenance	703,641	17,162	9,919	6,414	54,690	62,945	16,456	27,464	21,213	54,644	331,460	\$ 5,909	27.9%
Leachate Pumping Station Maint	37,500	-	14,990	2,688	-	-	1,152	(4,749)	6,171	550	21,802	\$ (550)	-8.9%
Advertising	9,000	594	-	299	-	594	-	2,287	-	-	6,926	\$ 2,853	N/A
Trustee Expense	1,000	-	-	-	-	-	-	-	-	-	-	\$ -	N/A
Permit Fees	93,661	10,113	(113)	86,955	-	350	-	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	62,660	457,090	\$ 15,338	56.2%
Electricity	207,700	225	10,654	13,834	15,290	13,160	12,796	15,048	12,170	21,866	130,382	\$ (6,527)	-5.3%
Heating/Gas/Propane	9,000	-	125	120	83	134	1,300	2,414	3,048	3,658	13,708	\$ (682)	-22.2%
Water / Sewer	43,550	1,624	1,168	2,355	2,355	10,676	3,315	2,032	2,026	1,716	3,918	\$ 1,144	99.8%
Leachate Treatment	380,000	-	-	51,893	-	41,155	17,923	19,721	23,123	23,123	153,815	\$ 2,202	1.1%
Telephone	113,050	7,175	8,500	9,841	9,131	9,132	9,147	8,996	9,050	9,050	87,731	\$ (2,454)	-27.1%
Postage	1,860	68	118	73	68	118	-	232	18	118	931	\$ 100	84.8%
Radio Communication & Repair	3,500	-	-	1,090	-	421	-	35	35	-	1,546	\$ -	N/A
Insurance & Bonding	217,340	18,112	18,612	18,112	18,112	18,112	18,112	18,112	18,112	18,112	181,620	\$ -	0.0%
Landfill Fire Expenses	0	4,500	601	(23,158)	4,598	2,500	101	500	9,789	3,676	7,206	\$ (6,114)	-149.1%
Equipment Rental	57,100	1,440	20,300	190	-	10,963	4,373	1,118	-	-	38,961	\$ 577	N/A
Land Lease Payment	3,500	292	292	292	292	292	292	292	292	292	2,917	\$ -	0.0%
Tire Re-timming Service	5,000	-	-	-	-	-	-	-	-	-	-	\$ -	N/A
Tire De-Trimming	31,775	1,045	1,083	792	133	196	456	695	398	945	10,564	\$ 3,896	977.8%
Road Tolls	191,940	16,490	16,308	16,894	15,548	15,309	17,838	13,895	13,612	17,590	161,479	\$ 404	3.0%
Membership & Professional Dues	3,200	379	100	-	-	450	722	223	223	223	1,874	\$ (223)	#DIV/0!
Bank Fees	48,332	4,265	4,016	4,205	4,087	4,288	4,021	4,334	3,496	3,866	5,295	\$ 1,429	40.9%
Awards Programs	10,000	-	420	66	-	6,665	-	476	-	223	8,482	\$ 408	#DIV/0!
EMS Support Program	1,000	-	-	-	-	-	-	-	-	-	-	\$ -	N/A
Office Supplies	13,850	735	579	517	1,022	707	-	3,043	1,124	(888)	7,657	\$ 1,706	151.8%
Dues & Subscriptions	23,158	387	599	284	284	1,723	-	1,719	215	288	8,767	\$ (2,299)	-107.1%
Other Operating Supplies	100,900	4,641	5,041	2,572	4,532	8,997	4,748	16,220	5,851	2,139	58,315	\$ (3,712)	-105.9%
Vehicle / Equipment Fuel	911,753	65,208	67,490	114,897	69,095	75,571	77,521	75,818	109,933	129,529	854,559	\$ 19,596	25.8%
Vehicle / Equipment Tires	747,700	42,715	72,331	50,804	57,606	51,765	65,331	57,269	66,728	51,641	567,934	\$ (15,086)	-29.2%
Safety Apparel & Equipment	35,400	151	4,191	1,406	3,825	4,021	114	1,300	2,471	2,373	22,044	\$ (181)	-7.3%
Small Equipment	45,478	399	1,565	3,648	12,714	1,729	1,159	436	528	1,258	24,584	\$ (109)	-20.6%
Computer Hardware	10,000	120	39	688	91	792	-	231	96	231	2,061	\$ (135)	#DIV/0!
<b>Total Operating Expenses</b>	\$ 16,542,775	\$ 939,278	\$ 1,156,345	\$ 1,262,867	\$ 1,113,553	\$ 1,134,079	\$ 1,412,797	\$ 1,066,957	\$ 1,302,091	\$ 1,219,426	\$ 11,718,924	\$ (82,665)	-7.7%
Capital Projects/Equip Replacement	\$ 11,204,672	-	134,454	269,033	635,079	67,237	131,880	511,773	77,370	165,140	2,509,590	\$ 87,769	17.0%
Contracted Waste Disposal-Atlantic	913,761	0	0	0	0	48,864	158,224	157,402	157,402	157,402	594,032	\$ (101,819)	-88.0%
Service Fee to Wheelabrator - Adlar	15,173,210	1,300,536	1,244,512	1,317,217	1,219,750	1,186,293	1,398,698	1,108,432	1,033,514	1,243,788	12,189,465	\$ (47,063)	-4.6%
Waste Hauling & Disposal	6,830,210	615,164	617,601	599,247	581,438	553,717	604,301	474,768	440,221	583,360	5,688,207	\$ 35,029	8.0%
Suffolk Environmental Trust Fund	3,000	-	-	-	-	-	-	-	-	-	-	\$ -	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	520,263	5,202,626	\$ -	0.0%
<b>Total Expenses</b>	\$ 55,789,017	\$ 3,375,240	\$ 3,673,195	\$ 3,968,627	\$ 4,070,063	\$ 3,510,451	\$ 4,166,163	\$ 3,694,211	\$ 3,884,276	\$ 3,775,527	\$ 37,897,835	\$ (108,748)	-2.9%

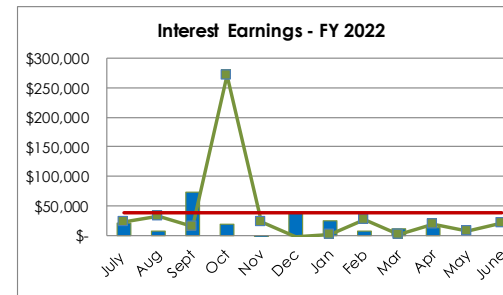
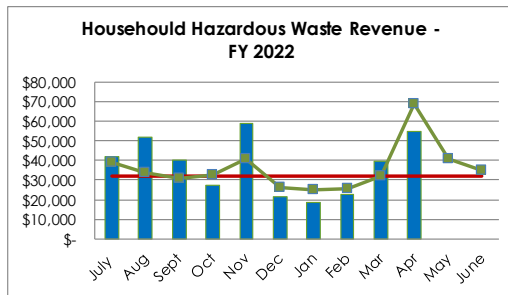
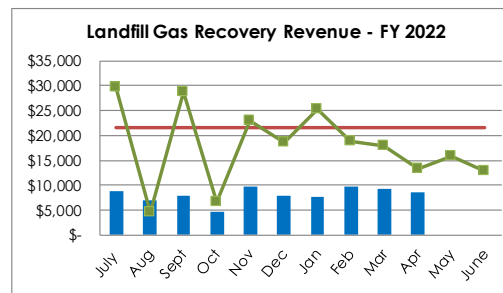
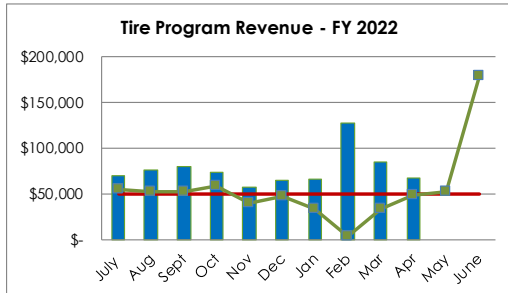


**Southeastern Public Service Authority  
Monthly Comparison of Revenues and Expenses**

FY 2022 (bar)  
FY 2021  
FY 2022 Budget

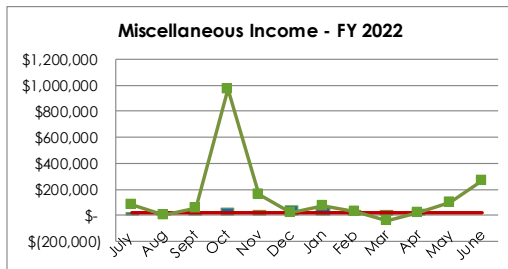


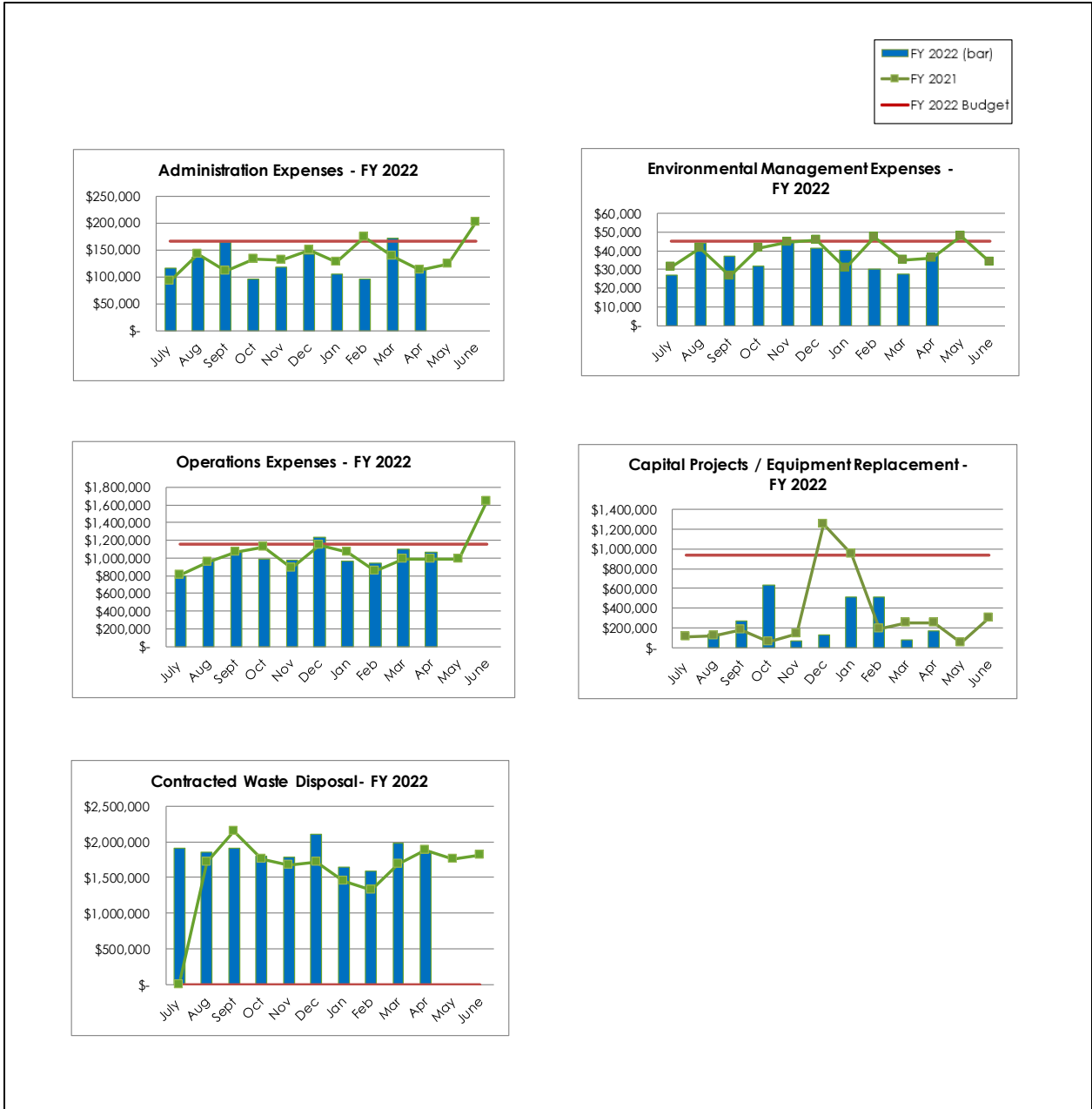
\* Monthly revenue is dependent on users.



\* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.





<b>Southeastern Public Service Authority (SPSA)</b>					
<b>Waste Stream</b>					
Waste Category	FY 2019 Actual (Tons)	FY 2020 Actual (Tons)	FY 2021 Actual (Tons)	FY 2022 Budget	FY 2022 Actual (Tons) as of 4/30/2022
<b>Waste Stream Budgeted under Tipping Fees</b>					
Municipal Waste					
Chesapeake	105,353	112,154	114,806	110,000	88,684
Franklin	2,955	3,276	3,499	3,300	3,204
Isle of Wight	17,265	17,102	17,839	18,000	13,594
Norfolk	90,129	92,423	89,209	89,000	63,854
Portsmouth	40,222	43,829	46,339	42,000	36,126
Southampton	10,675	9,881	10,033	10,800	8,138
Suffolk	42,325	46,614	49,639	51,200	38,961
Virginia Beach	138,823	147,250	169,097	157,550	128,310
Residential (Free of Charge)	-	-	-	-	-
<b>Total Municipal Waste</b>	<b>447,747</b>	<b>472,529</b>	<b>500,461</b>	<b>481,850</b>	<b>380,871</b>
Sludge - Norfolk	6,040	4,725	4,695	5,500	5,299
Navy Waste	26,265	24,974	26,176	25,500	19,356
SPSA Contracted Waste	146,442	130,777	134,044	130,000	134,265
Construction & Demolition Debris	9,808	9,312	6,514	9,000	6,858
Non-Contract Waste	36,682	39,588	46,616	38,000	62,788
<b>Total Other Waste</b>	<b>225,237</b>	<b>209,377</b>	<b>218,045</b>	<b>208,000</b>	<b>228,566</b>
<b>Total Waste Stream</b>	<b>672,984</b>	<b>681,906</b>	<b>718,506</b>	<b>689,850</b>	<b>609,437</b>

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

<b>Southeastern Public Service Authority (SPSA)</b>															
<b>Regional Landfill Waste Stream</b>															
Types of Waste (tons)	FY 2018	FY 2019	FY 2020	FY 2021	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FYTD
	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022	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	694	683	6,859
Water Treatment Plant Sludge	5,717	6,039	4,725	4,694	534	528	482	398	608	582	549	571	461	585	5,298
Industrial Waste	379	295	660	603	46	2	-	-	4	13	-	4	6	-	75
Fines C&D	-	-	-	-	501	517	443	562	70	128	-	354	556	-	-
Soils for Use as Alternate Daily Cover	9,990	8,630	6,602	5,841	-	-	-	-	-	-	-	-	-	-	3,568
Brick & Block	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Clean Fill	26,396	5,940	97,970	2,281	-	54	-	-	-	-	874	-	39	9	976
Peanut Residue/Hulls	9,366	4,023	4,907	4,555	514	230	296	308	510	256	319	370	337	299	3,439
Non-Processible Municipal Solid Waste	3,791	867	1,570	3,409	86	97	115	80	105	116	91	81	102	111	984
Navy Waste <sup>2</sup>	154	359	237	297	23	7	10	11	8	3	44	21	33	5	165
Contract Processible Waste	-	-	-	-	104	218	206	186	133	72	97	116	165	-	1,566
Non-Processible Commercial Waste <sup>2</sup>	2,631	598	650	891	-	-	-	-	7	-	-	-	-	-	-
Fluff from BiMetals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Concrete/Asphalt	-	133	116	-	22	-	-	-	-	-	-	-	-	-	29
Shredded Tires	4,586	5,394	6,144	6,102	709	800	808	751	569	606	853	600	141	94	5,931
Ash - Qualifying	179,361	113,979	112,585	150,882	13,658	11,883	12,114	11,665	9,912	13,594	10,308	8,499	8,211	11,775	111,619
Non-Qualifying Ash	-	52,998	58,912	16,680	1,946	2,015	1,510	1,151	1,471	1,752	1,201	1,244	1,301	1,510	15,101
Non-Processible Waste (from Tst Stations)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSW from FTS, IWTS, STS	46,011	102,702	106,908	112,006	10,293	9,652	9,873	6,159	6,164	5,965	3,891	3,889	6,879	8,355	71,120
Clean Fill - Clearfield	31,709	51,540	57,872	48,453	3,287	2,795	6,143	4,555	4,895	2,873	6,332	3,440	4,914	7,371	46,605
Residual Waste - Clearfield	5,985	436	446	817	76	76	19	-	-	38	113	-	95	38	455
Diverted Processible Waste (from Tst Station)	201	2,518	2,127	2,252	-	1,347	-	-	-	873	73	-	1,531	3,363	7,187
<b>Total</b>	<b>340,727</b>	<b>366,258</b>	<b>471,743</b>	<b>366,278</b>	<b>32,408</b>	<b>30,857</b>	<b>32,732</b>	<b>26,849</b>	<b>25,221</b>	<b>27,555</b>	<b>25,228</b>	<b>19,763</b>	<b>25,465</b>	<b>34,904</b>	<b>280,982</b>

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

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

<b>Southeastern Public Service Authority Treasurer's Report of Cash Balances For the Month Ending April 30, 2022</b>						
<b>Fund Type</b>	<b>Beginning Balance</b>	<b>Deposits / Transfers In</b>	<b>Interest Earnings</b>	<b>Payables / Transfers Out</b>	<b>Payroll</b>	<b>Ending Balance</b>
<b>Unrestricted and Designated Funds (see footnote below):</b>						
Townebank Operating	\$ 2,443,344.46	\$ 2,628,147.00	\$ -	\$ 1,840,120.65	\$ 505,071.13	\$ 2,726,299.68
Townebank Money Market	21,777.00		0.18			21,777.18
Townebank CD	6,280,201.85		-			6,280,201.85
Virginia Investment Pool (VIP)	5,708,878.27	900,000.00	1,996.92			6,610,875.19
Raymond James & Associates Investments	44,242,423.55		-			44,242,423.55
<b>Total Unrestricted and Designated Funds</b>	<b>\$ 58,696,625.13</b>	<b>\$ 3,528,147.00</b>	<b>\$ 1,997.10</b>	<b>\$ 1,840,120.65</b>	<b>\$ 505,071.13</b>	<b>\$ 59,881,577.45</b>
<b>Trust Funds:</b>						
Environmental / Va. Beach Landfill	\$ 469,400.18		31.29			469,431.47
Environmental / Regional Landfill	471,769.71		30.57			471,800.28
<b>Total Trust Funds</b>	<b>\$ 941,169.89</b>	<b>\$ -</b>	<b>\$ 61.86</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 941,231.75</b>
<b>GRAND TOTAL</b>	<b>\$ 59,637,795.02</b>	<b>\$ 3,528,147.00</b>	<b>\$ 2,058.96</b>	<b>\$ 1,840,120.65</b>	<b>\$ 505,071.13</b>	<b>\$ 60,822,809.20</b>
<b>Cash Balances Designated as follows:</b>						
Operating Funds	\$ 3,700,581.54					
Undesignated (Fund Balance June 30, 2021)	6,370,616.00					
Reserved for FY 2021 Rolled Purchase Orders	31,845.26					
Reserved for FY 2021 Rolled Capital POs	3,124,019.65					
Reserved for Leachate Evaporation System	3,000,000.00					
Purchase Orders for Landfill Expansion (Rolled)	519,964.11					
VDOT Flyover	2,767,074.00					
Landfill Closure (as of June 30, 2021)	19,174,086.00					
Landfill Expansion and Flyover	21,193,390.89					
Total Designated Funds	<u>\$ 59,881,577.45</u>					

(equivalent to 2 months operating expenses)

<b>Southeastern Public Service Authority Budget Transfer Activity For the Month Ending April 30, 2022</b>				
Department	Object	Description	Transfer In	Transfer Out
IT	55510	Travel and Training	\$ 500.00	
IT	56110	Dues & Subscriptions		\$ 500.00
Environmental	56410	Small Equipment	\$ 49.66	
Environmental	56140	Other Operating Supplies		\$ 49.66
Operations	55120	Heating/Gas/Propane	\$ 1,500.00	
Operations	55100	Electricity		\$ 1,500.00
Norfolk TS	55220	Radio Communication & Repair	\$ 100.00	
Norfolk TS	53410	Building/Site Maintenance		\$ 100.00
Administration	55510	Travel and Training	\$ 3,500.00	
Administration	53150	Legal Fees		\$ 3,500.00
Transportation	53310	Maintenance Service Agreements	\$ 9.00	
Transportation	53210	Uniform Rental		\$ 9.00
Human Resources	53600	Advertising	\$ 1,000.00	
Human Resources	53110	Medical Fees		\$ 1,000.00
Suffolk TS	53170	Fire Protection	\$ 330.00	
Suffolk TS	53410	Building/Site Maintenance		\$ 330.00
Oceana TS	56200	Vehicle/Equipment Fuel	\$ 3,000.00	
Oceana TS	53400	Equipment Maintenance		\$ 3,000.00
Landfill	53320	Grounds Maintenance	\$ 6,875.00	
Landfill	53200	Temporary Employment Services		\$ 6,875.00
Landfill	55810	Membership & Professional Dues	\$ 150.00	
Landfill	55510	Travel and Training		\$ 150.00
Suffolk TS	53320	Grounds Maintenance	\$ 4,875.00	
Suffolk TS	53410	Building/Site Maintenance		\$ 4,875.00
Tire Shredder	56410	Small Equipment	\$ 8,000.00	
Tire Shredder	53400	Equipment Maintenance		\$ 8,000.00
Capital	62311	ROB-HVAC Controls	\$ 24,709.00	
Capital	62999	Undesignated		\$ 24,709.00
Capital	62310	RLF -Leachate Evaporation System	\$ 6,999,000.00	
Fund Balance	49000	Xfer from Fund Balance		\$ 6,999,000.00
<b>Total</b>			<b>\$ 7,053,597.66</b>	<b>\$ 7,053,597.66</b>

## 8. Contracts

### Service & OEM Caterpillar Replacement Parts

This is a Sourcwell Contract that SPSA staff negotiated at a reduced rate, including significant discounts to parts.

Sourcwell Contract: 032119-CAT

Vendor: Carter Machinery

Budgeted: \$375,000 - \$400,000 (based on actual per-service rates)

Pricing Structure:



April 29, 2022

### SOUTHEASTERN PUBLIC SERVICE AUTHORITY OF VIRGINIA

CHESAPEAKE, Virginia 23320

Attention: Norman Strickland

RE: Quote #42922

Prices Valid Through 6-30-2023

Dear Norman:

On behalf of Carter Machinery Company, Inc., thank you for the opportunity to offer this quote for your consideration.

#### *Carter's 2022 Customer Labor List Pricing*

<u>Shop</u>	<u>Field</u>	<u>Shop/OT</u>	<u>Field/OT</u>	<u>Parts%</u>	<u>Travel Zone Charges</u>
\$157	\$173	\$235.50	\$259.50	0%	Zone 1 - \$150 Zone 2 - \$250 Zone 3 - \$350 Zone 4 - \$400 Zone 5 - \$500 Zone 6 - \$650 Zone 7 - \$750 Zone 8 - \$850

Less SOURCEWELL Discount for SPSA July 1<sup>st</sup>, 2022 – June 30<sup>th</sup>, 2023

<u>Shop</u>	<u>Field</u>	<u>Shop/OT</u>	<u>Field/OT</u>	<u>Parts%</u>	<u>Travel Zone Charges</u>
\$135.00	\$152.00	\$202.50	\$228.00	See Notes	Zone 1 - \$135

Zone 2 - \$225  
Zone 3 - \$315  
Zone 4 - \$360  
Zone 5 - \$450  
Zone 6 - \$585  
Zone 7 - \$675  
Zone 8 - \$765

#### SPSA Parts Discounts

- 5% on GET (cutting edges, bucket teeth, bucket adaptors)
- 10% on Oil and Cat Filters
- 15% on Donaldson Filters
- 15% on Cat Undercarriage
- 20% on Cat General Duty Undercarriage
- 20% on Electronics and Battery's

This quote is made in accordance with **SOURCEWELL Contract 032119-CAT**. Cat Inc. is the sole contract holder for Contract 032119-CAT and retains all obligations for contract compliance pertaining to potential delivery orders associated with this quote made on behalf of Cat Inc. by Carter Machinery Co., Inc.

Sincerely,

*Gerry Cavanaugh*

Gerry Cavanaugh  
Product Support Representative  
Direct Dial - 757-995-7475

RECOMMENDATION: Authorize the Executive Director to award a contract to Carter Machinery for Service & OEM Caterpillar replacement parts, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to Carter Machinery for Service & OEM Caterpillar replacement parts, as presented?



### FY 2023 Property, Liability & Workers Compensation Insurance

The FY 2023 insurance renewal with the VRSA represents a 7.6% overall decrease from the current fiscal year. SPSA increased the deductible for property damage and worker's compensation insurance decreased due to claims experience. Staff continues to be pleased with the services offered and rendered by VML. This is SPSA's 13th year with VML.

Vendor: Virginia Risk Sharing Association (VRSA)

Budgeted: \$315,140

**RECOMMENDATION:** Authorize the Executive Director to renew a contract with Virginia Risk Sharing Association (VRSA) for FY 2023 property, liability and workers compensation insurance, as presented.

**MOTION:** Do I hear a motion to authorize the Executive Director to renew a contract with Virginia Risk Sharing Association (VRSA) for FY 2023 property, liability and workers compensation insurance, as presented?

### Laboratory Analysis Services

This is a renewal contract. In 2020, SPSA sought proposals from qualified laboratories to provide analytical services and technical support in SPSA's environmental monitoring program. Laboratories must demonstrate the existence of a precise and fully implemented quality control program, which meets the minimum standards of EPA. All sampling and analysis must be in accordance with EPA approved methods. Laboratories must be operated in an organized and safe manner and meet all criteria of the OSHA Laboratory Standard. Laboratories must be reasonably accessible to SPSA personnel for inspection purposes. The Laboratory is to use a lab that is accredited by the American Industrial Hygienist Association (AIHA) for air samples. SPSA takes all samples and the Lab provides the analysis. This contract services the Landfill, Transfer Stations and other SPSA facilities where required and staff is pleased with the services provided.

Bid: RFP 04-21  
Issued: 3/30/2021  
Opened: 4/22/2021  
Options: 1 of 4 (3 option years remaining)

Budgeted: \$90,000 (based on FY 2022 per-service rates)

Vendor: Enthalpy Analytical (formerly Air, Water & Soil Laboratories)

RECOMMENDATION: Authorize the Executive Director to award a renewal contract to Enthalpy Analytical for Laboratory Analysis Services, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a renewal contract to Enthalpy Analytical for Laboratory Analysis Services, as presented?

### Truck Tire Management Program

This is a renewal contract for an all-inclusive Truck Tire Management Program that includes the following components:

1. New Tire Purchases – approximately 170 new tires each fiscal year
2. Retreading Service – approximately 70 retread tires each fiscal year
3. Recap Purchases – approximately 260 recap tires each fiscal year
4. Mounted Repair Service – approximately 60 tire repairs
5. Mobile Service Calls – Provides for tire replacements after hours and on weekends
6. Service and Support – Provides for guaranteed turnaround times, specific invoicing requirements and regular history reports
7. Warranty – guaranteed manufacturers and retread warranties
8. Technical Service – provides for fleet surveys with supporting documentation, failed tire analysis, usage and cost data.

Bid: RFP 09-21  
Issued: 4/1/2021  
Opened: 4/27/2021  
Options: 1 of 4 (3 option years remaining)

Vendor: Colony Tire

Budgeted: \$146,000 (based on FY 2022 per-service rates)

**RECOMMENDATION:** Authorize the Executive Director to award a renewal contract to Colony Tire for a truck tire management program, as presented.

**MOTION:** Do I hear a motion to authorize the Executive Director to award a renewal contract to Colony Tire for a truck tire management program, as presented?

**9. Other Business**

**10. Adjourn**