

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, May 24, 2023 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/2286574499082370651>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing toll-free to 1-877-309-2074 and entering access code 306-903-655. 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 23, 2023.

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



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1. Call Meeting to Order

Pledge of Allegiance

2. Public Comment Period

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

3. Chairman's Comments

4. Approval of Minutes

The minutes of the April 26, 2023 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 26, 2023 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 26, 2023

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 (<i>absent</i>)	(CH)	Mr. Earl Sorey	(CH)
Ms. Sheryl Raulston	(FR)	Ms. Amanda Jarratt (<i>absent</i>)	(FR)
Mr. Dale Baugh	(IW)	Mr. Randy Keaton ¹	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Ms. Lavonda Graham-Williams	(PO)
Mr. Tony Parnell (<i>absent</i>)	(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. Jeremy Kline (VB), Mr. Michael Etheridge (IW), Mr. Robert Lewis (SU), Mr. Greg Martin (CH), and Ms. Jocelyn Terry-Adumuah (PO), 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**

Dr. Baugh, Chairman of the Board of Directors, called the April Board Meeting to order at 9:30 a.m., asked Ms. Preston to explain to those in attendance changes in procedure related to the use of microphones in the Board Room, and then he 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 22, 2023 Board Meeting and made available for public consideration. The desire was 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, 2023, and that following the close of the public hearing, the Board could

¹ Mr. Keaton arrived at 9:35 a.m.

take such action on the preliminary tipping fee schedule and any amendments thereto which it deemed appropriate.

To open the public hearing, Ms. Preston 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 22, 2023.

The notice of public hearing was published in The Virginian Pilot on March 28th and April 4th 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, 2023, 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 there were no requests for public comment.

4. CHAIRMAN’S COMMENTS

Chairman Baugh reviewed the day’s agenda noting that there were several positive updates from staff. He also played a recent news report on SPSA’s E-Waste program, noting Ms. Preston’s efforts to work toward the Executive Committee’s goal of improved branding and imaging for the organization and thanking her on behalf of the Board.

5. APPROVAL OF MINUTES

The minutes of the March 22, 2023 Board Meeting had been distributed. Chairman Baugh asked if there were any additions or changes and there were none.

Ms. Graham-Williams moved, seconded by Mr. McCoy, to approve the March 22, 2023 minutes of the SPSA Board of Directors, as presented. The motion was adopted by a unanimous vote in favor.

6. ACTION ARISING FROM PUBLIC HEARING

Chairman Baugh noted that there were no comments made or feedback given at the Public Hearing on the Schedule of Fees and Charges. In light of that fact, he opened the floor for a motion to approve the advertised schedule of fees and charges as presented at the March 22, 2023 Board Meeting.

Mr. Keaton moved, seconded by Ms. Graham-Williams, to approve the Schedule of Fees and Charges, as advertised. The motion was adopted by a unanimous vote in favor.

7. EXECUTIVE DIRECTOR UPDATES

Mr. Bagley recognized HR Manager, Jasmin Walters as the SPSA Values in Action Employee of the Month, noting that after today's presentation everyone present would have a full understanding of why she was being recognized. Having come to SPSA in October of 2022, she feels as though she has been a part of the team for years and has been instrumental in changing corporate culture and moving SPSA toward becoming a better place to work through her efforts. Dr. Baugh presented Ms. Walters with a certificate and lapel pin as a token of the Board's appreciation.

Mr. Bagley updated the Board on the wetlands permitting process necessary for the planned expansion at the Regional Landfill. The draft Environmental Impact Statement (EIS) is currently being reviewed by consulting parties so that their comments may be incorporated before releasing the draft EIS for public comment. There is a meeting set to review those comments on May 5, 2023 and the publication of the draft EIS is scheduled for around June 8, 2023 with the public comment period to follow. Mr. Bagley encouraged the Board to speak to their member communities about adding their comments of support to the public comment process. The Joint Permit Application (JPA) for Cells VIII and XI should be submitted in the next two weeks and the function and use assessment of the wetlands at the Regional Landfill is now underway. Once the JPA is completed there will be a public notice that is issued about the project. Colonel Hallberg of the Army Corps of Engineers has suggested that SPSA hold a total of four public meetings on the EIS so that there is ample opportunity for the public to understand and comment on the proposed action and alternatives. Ms. Preston explained that the first two meetings will be held shortly after publication of the draft EIS as "informational meetings" in an effort to help the public better understand the EIS document and how the comment process will work. Those meetings will be held on June 21st in Suffolk at the Regional Landfill and then on June 22nd at the Ivor Town Hall. The second set of meetings will take place toward the end of the comment period on July 26th and 27th at the Suffolk Recreational Center and the Ivor Town Hall, respectively. These meetings will be presided over by Colonel Hallberg, or his representative, and a stenographer will be present to record public comments. Mr. Bagley added that, due to the addition of these meetings and a potential virtual meeting room for public comment, he will be returning to the Board with a change order to cover these new costs for the third-party consultant, which were not anticipated in the original scope of work.

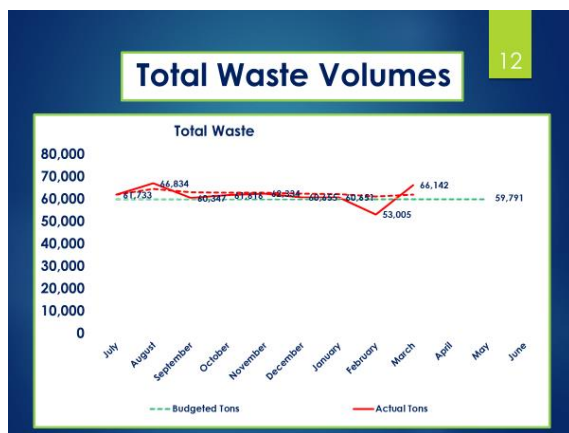
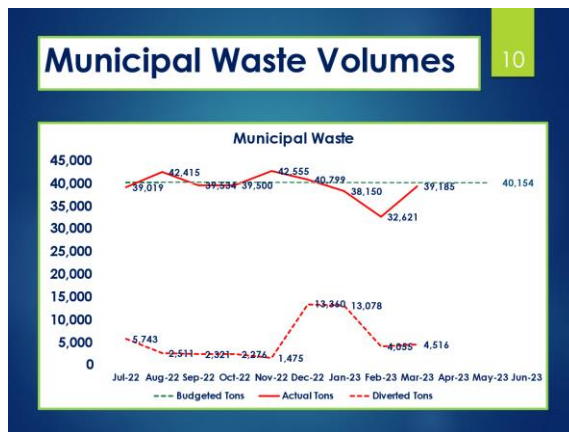
Regarding Cells VIII and XI Solid Waste Permitting, the Part A Permit is ready for submittal to DEQ immediately following a required public meeting. This meeting will be held on May 18, 2023 at the Regional Landfill from 4:00 p.m. to 6:00 p.m. This meeting is so that the public can ask any questions on the planned construction and once that meeting has been concluded the permit application can be filed. Mr. Bagley clarified that the solid waste permitting process is being conducted simultaneously with the wetlands permitting process with the goal that they can be successfully accomplished in tandem rather than one after the other.

Mr. Bagley was happy to report that the pace for DEQ permitting of the leachate evaporator has accelerated, largely he believes, because he and Mr. Strickland were able to meet with DEQ and explain the significance of the project and enhance communications on emissions calculations. He also reported that the construction skids have been completed and that the new critical path is the site plan application, which he is working on with the City of Suffolk. HRSD has been updated on the progress of the project.

Construction of the Renewable Natural Gas (RNG) facility is nearing completion, and the anticipated start-up date is May 28, 2023. Sales of RNG should begin in June which Mr. Bagley noted times nicely with the beginning of the FY 2024 budget, as it anticipates revenue from the facility. He also mentioned that the facility itself and the engineering involved are very impressive.

The Landfill Facility Upgrade Project has been completed. Mr. Bagley commented that there are a few ongoing warranty items to be completed, but that all facilities are being utilized. He thanked the Board for their support of these improvements, noting that staff is very pleased with all four of the facilities.

Mr. Bagley reviewed municipal and commercial waste volumes for the reporting period, as well as total waste volumes and tons diverted. As the graphs show, municipal solid waste is moving back up toward the average budgeted tonnage. Mr. Bagley noted that commercial waste is up and that the average budgeted tonnage has been adjusted to show only contract and non-contract commercial waste, which is approximately 18,000 tons per month. Total average monthly waste volumes remain above total average budgeted waste volumes.



Leachate levels remain well below permit requirements and pond levels are well under control. Issues with low flow pumps continue resulting with only 564,112 gallons pumped and 776,385 gallons hauled to HRSD in the reporting period. Mr. Bagley reported that staff is doing an outstanding job managing leachate while solutions are developed for the low flow system, and they await the completion of the leachate evaporator.

Regarding airspace at the Regional Landfill, waste diverted from WIN/Wheelabrator is being managed daily. Staff is incredibly conscious of how much waste is being brought into the landfill, and is paying critical attention to compaction rates to conserve airspace. In addition to that staff has been working with consultants SCS Engineers to seek opportunities to increase airspace in Cells V and VI. Mr. Bagley drew the Board's attention to the technical memo from SCS that had been placed at their tables which outlines a plan to change the final closure design for Cells V and VI which could provide the essential breathing room necessary to allow SPSA to meet its obligations while preparing for the construction of Cell

VII given the recent changes to waste stream. Mr. Robert Gardner of SCS Engineers was present to answer any questions as Mr. Bagley went on to address concerns raised at previous meetings. He called the plan achievable given that it is based on altering the final cover, rather than altering operations and that a similar alteration was just made at the Virginia Beach Landfill. Similar changes may be possible for future cells, as well. SPSA will be submitting a revision to the Solid Waste Permit-417 to change the final closure design for Cells V and VI to increase available airspace. Mr. Bagley anticipates this process will take approximately 6 months and reiterated that the proposed change is an established engineering practice with a record of successful completion. There were no questions.

In the newsletter that Mr. Bagley sent to the Board there were some safety statistics that Mr. Bagley wanted to take a moment to clarify, as he had received some questions about the difference between an “OSHA recordable” incident and a “lost time” incident. The Occupational Safety and Health Administration (OSHA) defines a recordable injury or illness, at its least severe, as any work-related injury or illness requiring medical treatment beyond first aid. But a lost-time accident is one that is severe enough that someone is unable to complete their regularly assigned job duties for a minimum of one shift. This means that a location can have a higher number of recordable incidents and a lower number of lost-time accidents.

There were no environmental issues in the reporting period and all permits were in compliance. Mr. Bagley informed the Board that at their tables there was a completed revised environmental compliance matrix that outlined all of SPSA’s responsibilities. He also noted that, at the suggestion of Ms. Raulston, Environmental Manager, Mr. Mike Kelley, works with a more detailed matrix that breaks down each responsibility by staff member. He and Mr. Kelley offered to answer any questions. Ms. Raulston congratulated the team on the completion of this important tool. Mr. Kelley thanked Ms. Raulston for her help on the project. Mr. Bagley recognized Mr. Keith Matteson of SCS Engineers, who was present, for all of his assistance.

8. HUMAN RESOURCES UPDATES

Ms. Jasmin Walters, Human Resources Manager, made a presentation to the Board on the extraordinary progress being made in SPSA’s HR Department, including improved recruitment practices, expedited hiring, deliberate focus on building organizational culture and morale, and the training and development of staff.



Recruitment Practices

Increased SPSA's community presence with diversified partnerships and marketing strategies.

- Community Events
- TCC Tidewater Tech ATI
- Local Universities
- Government Jobs via NeoGov

- Suffolk Farmer's Market
- Keep Suffolk Beautiful
- Tidewater Career Fair
- Tidewater Tech Career Fair (Pictured)
- TCC Community College Career Fair
- ATI Heavy Equipment Operator Training Input
- TCC Heavy Equipment Operator Training Input
- Local University Career Centers
- Indeed, YEC and the addition of Government Jobs
- Personal LinkedIn Profile and Word of Mouth
- Values first sales approach

Expedited Hiring

Contingent offers post-interview.
Communication methods catered to the candidate.
Applicant tracking system.

- Meeting People Where They Are**
Various communication methods: in-person, phone, e-mail and text.
- Fast-Tracking Offers**
Candidates can go from interview to paperwork as quickly as 8 days!
- NEO GOV Technology**
User-friendly application process. Ease of communication between departments.
- Pay & Classification Study**
Ensuring our current and future employees are paid fairly and provided opportunity to grow.

NeoGov will revolutionize our Recruitment and Hiring Practices

One of the greatest features of NeoGov's technology is its ability to collect data and analytics. Although we know diversity is more than a number, this statistical data is imperative.

- Retention statistics
- Understand recruitment practices
- Best allocate advertising dollars
- Quantify and report diversity statistics

The implementation of NeoGov's technology is a critical step towards moving SPSA's recruiting and onboarding experiences into the modern era.

SPSA WASTE SOLUTIONS

Thanks, we'll take it from here.

Compensation and Classification Study and Analysis Project Plan

Board of Directors Meeting
April 26, 2023

Presented by:
Jasmin Walters
Human Resources Manager, SPSA

Consultant:
Kerri Arnold, SHRM-SCP, SPHR, CCP
Principal, Compensation Consulting

NEWPORT

Project Steps

Compensation and Classification Study and Analysis

Project Step	Timeline
1 Project Planning & Approach	December
2 Total Rewards Philosophy Discussion	December
3 Market Pricing Analysis	Preliminary Feb 2023
4 Job Classification System	March (Preliminary)
5 Pay Grades & Ranges Development	March (Preliminary)
6 Employee Benefits Analysis	March
7 Employee Pay Analysis	April
8 Salary Administration Guidelines	April
9 Staff & Management Communication Strategy	April
10 Final Report & Presentation	May or June
	Green = Complete

Project Accomplishments

- Total Rewards Philosophy Discussion**
 - To strategize how to align pay program with SPSA's goals & objectives
- Published Compensation Data Review**
 - Partnership approach to review market job match comparisons
- Peer Group Compensation Review**
 - Pay Ranges, Pay Policy Documents & Benefits Plan Summaries collected & analyzed from 8 Member Communities
 - City of Franklin
 - City of Chesapeake
 - City of Norfolk Public Works Dept.
 - City of Portsmouth
 - City of Suffolk
 - City of Virginia Beach
 - Isle of Wight County
 - Southampton County

NEWPORT

Culture & Morale

Orientation overhaul. Soft launch of DEI initiatives through monthly campaigns.

- Trash Bash**
The Trash Bash marks the beginning of annual employee appreciation events.
- Orientation**
Including a tour of the Landfill and team building exercises to build morale.
- Monthly Initiatives**
SPSA Partnered with the Random Acts of Kindness Organization to incentivize kindness throughout the organization.
We also held a NCAA March Madness competition.

Trash Bash

The Trash Bash marks the beginning of annual employee appreciation events.

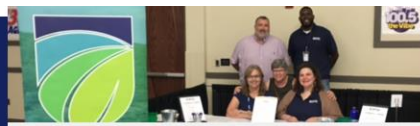
Monthly Initiatives

SPSA Partnered with the Random Acts of Kindness Organization to incentivize kindness throughout the organization. We also held a NCAA March Madness competition.



Orientation

Including a tour of the Landfill and team building exercises to build morale.



Training & Development
Quarterly Supervisor Training

Branding & Tone

During the December Joint Staff meeting, Supervisors and Managers learned the importance of branding and tone. They were also given the opportunity to recommend changes to employee policy. Training such as this allows SPSA to become one united voice. Recruitment and retention both require us to invest in our employees' growth.

Empathetic Leadership

During the March Joint Staff meeting, Supervisors and Managers participated in the first of many Leadership Trainings. These trainings will help us recognize what we all have in common and how to work alongside each other's differences. Mastering these basic principals: empathy, gratitude, kindness, communication, etc. will create a foundation for more complex ideas regarding Diversity, Equity and Inclusion.

For The Future



Thank You!

Thank you for understanding the importance of a values first HR approach and providing us the opportunity to grow in this direction.

Questions?

Ms. Graham-Williams complimented Ms. Walters on her excellent presentation calling her a gem and a true asset to SPSA with a smart, purposeful, data-driven approach. Mr. McCoy echoed Ms. Graham-Williams' sentiments. Mr. Leahy asked Ms. Walters about employee surveys, including exit surveys, and offered the use of the City of Virginia Beach's as a possible template, which Ms. Walters thanked him for. Mr. Keifer asked about the department's approach to felony convictions and poor driving records. Ms. Walters replied that if someone has a poor driving record in the past but has made quantifiable efforts to improve that record that will be taken into consideration. Similarly, she said, convictions are handled on a case-by-case basis and while, for example, someone with an embezzling charge is likely not be the right person to work in SPSA's accounting department, if someone has repaid their debt to society and has improved their life and habits, SPSA will certainly

consider them as a viable applicant. Mr. Hansen agreed that Ms. Walters' presentation was excellent and asked that when the consultant presents the findings of the classification and compensation study that the private sector be included as well as peer groups. Ms. Walters assured him that both the commercial market and municipal salaries were being examined and that she would be sure to have the consultant speak to both in her presentation. There were no further questions or comments.

9. QUARTERLY FINANCIAL REPORT

Ms. Schreiber presented the quarterly financial report. Starting with revenues, Ms. Schreiber listed third quarter revenues from the current budget and year to date numbers, along with third quarter actuals from FY 2022 and FY 2021 so that comparisons could be more accurate. She noted revenue highlights to put the figures into better context, as well as reporting that for the third quarter revenues were at 78.5% of the annual budget.

Revenues 36

	Fiscal Year 2023 - Quarters 1 - 3			Historical Comparison	
	Budget	YTD	% of Budget	FY - 22	FY - 21
Revenues					
Tipping Fees	\$50,145,512	\$38,904,382	77.6%	\$34,203,154	\$33,449,871
Tires/HHW/White Goods	\$1,255,000	\$1,144,338	92.8%	\$1,085,231	\$713,014
Miscellaneous	\$848,729	\$723,426	108.8%	\$410,837	\$1,915,090
Total Operating Revenue	\$52,249,241	\$40,992,146	78.5%	\$37,899,224	\$36,077,975

- ### Revenue Highlights 37
- Due to current market conditions, our YTD interest earnings continue to be significantly higher than projected. As of March 31, 2023 total interest earnings are \$682 thousand, as compared to \$182 thousand last year.
 - As of the end of March, the market value of our investment portfolio has decreased \$432 thousand since the end of Fiscal Year 2022. We have one investment maturing in May for \$1 million. The current rate of that investment is 1.69%. The Virginia Investment Pool rate at the end of March was 5.01%.

Ms. Schreiber also said that it was worth noting that overall tipping revenue was up by approximately \$2.7 million and that from January through March the new E-Waste program generated revenue of \$2,010 and had 134 users.

Moving on to expenditures, Ms. Schreiber took the same approach of comparing FY 2023 third quarter budget and March 31, 2023 expenses with third quarter actuals from FY 2022 and FY 2021 broken out by expenditure type. Ms. Schreiber also included expenditure highlights that put year over year changes into better context and noted that operational expenses are at 72.8% of the annual budget for the third quarter of FY 2023.

Expenditures 39

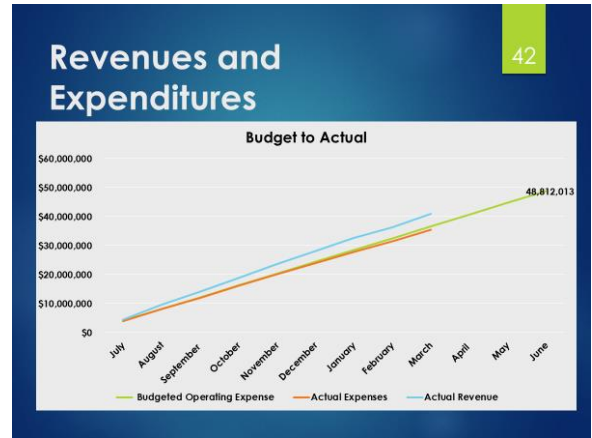
	Fiscal Year 2023 - Quarters 1 - 3			Historical Comparison	
	Budget	YTD	% of Budget	FY - 22	FY - 21
Expenditures					
Salaries/Wages and Employee Benefits	\$7,876,311	\$7,314,082	73.9%	\$6,184,425	\$6,416,926
Professional/Contracted Services	\$3,441,744	\$2,420,402	70.1%	\$2,140,494	\$2,227,471
Other Operating Expenses	\$1,247,040	\$927,500	74.1%	\$793,311	\$826,442
Materials/Supplies	\$2,274,904	\$1,754,460	77.1%	\$1,358,048	\$747,282
Waste Disposal and Hauling	\$23,905,192	\$16,929,524	70.8%	\$16,401,004	\$16,150,793
Other	\$8,005,000	\$6,000,000	75.0%	\$6,482,345	\$2,256,043
Total Expenditures	\$48,812,013	\$35,546,110	72.8%	\$31,779,647	\$28,805,977

- ### Expenditure Highlights 40
- Due to the fire and the cancellation of the Wheelabrator Waste Hauling and Disposal contract, we expect Waste Hauling and Disposal costs to be under budget at year end. As of this quarter end, we are at 70.8% of the annual budget for Waste Hauling and Disposal.
 - Money saved from reduced Wheelabrator costs will be used to cover additional overtime, fuel, and maintenance costs for SPSA to haul more waste than originally budgeted. We will also use that to cover the cost of Waste Management disposal fees at Bethel and Atlantic landfills, and RDS for City of Portsmouth disposal.
 - Operating expenses overall are at 74.6% of the annual budget as of March 31, 2023.

Ms. Schreiber also presented revenues versus expenditures in chart and graph form.

Revenues vs. Expenditures 41

	Fiscal Year 2023			Historical Comparison	
	Budget	Fiscal Year 2023 – Quarters 1 - 3		Q3 FY-22	Q3 FY-21
	Budget	YTD	%		
Total Revenue	\$52,249,241	\$40,992,146	78.5%	\$37,899,224	\$36,077,975
Total Expenses	\$48,812,013	\$35,546,111	72.8%	\$31,779,869	\$28,825,376
Net Revenue / Expenses	-0-	\$5,446,035		\$6,119,355	\$7,252,599



Capital expenditures were listed year to date and cash balances were broken down by fund and amount as of March 31, 2023.

Capital Expenditures 43

	Budget	Year to Date
Total Capital Expenditures	\$13,923,258	\$14,146,666
Current Year	\$3,500,000	\$3,390,641
Rolled Capital Projects from Prior Year	\$10,423,258	\$10,756,025



Ms. Schreiber offered to answer any questions. Mr. Leahy suggested future consideration of having more than three months operational expenses in the undesignated fund balance to allow for greater flexibility if needed.

Mr. Keifer moved, seconded by Mr. Leahy, to approve the quarterly financial reports as presented, pending audit. The motion was adopted by a unanimous vote in favor.

10. CONTRACTS

Ms. Preston reminded the Board that the two contracts for consideration are in response to operational changes made necessary by the fire at the WIN Waste facility. SPSA agreed to WIN Waste/Wheelabrator's request to terminate the Waste Hauling and Disposal Agreement dated May 24, 2017 and as of April 1, 2023 became responsible for the hauling and disposal of all commercial waste delivered to SPSA's transfer stations. Previously, WIN managed this waste in conjunction with third-party hauler, MBI. SPSA is electing to manage this waste with separate agreements for disposal and hauling.

For waste disposal, SPSA is seeking to modify the existing agreements with Waste Management to dispose of waste at their Bethel and Atlantic facilities. Sole source agreements had already been procured in September of 2021 in an effort to conserve airspace at the Regional Landfill, but given the increased tonnage, new, lower rates were

negotiated. The current rate is \$37 per ton. The amended rates at \$35 per ton at Bethel and \$33 per ton at Atlantic. Ms. Preston offered to answer any questions, but there were none.

Ms. Raulston moved, seconded by Ms. Graham-Williams, to authorize the Executive Director to amend the contracts with Waste Management for waste disposal, as presented. The motion was adopted by a unanimous vote in favor.

For waste disposal services, SPSA issued RFP 02-23 for Solid Waste Hauling Services for Non-Municipal Waste Received at SPSA Transfer Stations by electronic vendor sourcing on the Virginia procurement forum eVA, as well as the SPSA website. There were no responses to this request for proposals. SPSA then reached out to MBI, the third-party contractor working with WIN/Wheelabrator to propose a plan for them to continue to haul waste from SPSA's transfer stations. Staff was able to negotiate an agreement with MBI at similar pricing as they were able to provide to WIN/Wheelabrator and a pricing sheet was included in the Board Agenda packet. The estimated annual cost for the contract is \$2,870,000 which is on target with what SPSA would have been paying WIN/Waste for hauling under the previous agreement. Ms. Preston commented that, given the circumstances, SPSA is in a very good position to continue working with a trusted partner that is familiar with SPSA's operations. Ms. Preston offered to answer any questions but there were none.

Mr. Leahy moved, seconded by Mr. McCoy, to authorize the Executive Director to award a contract to MBI for waste hauling, as presented. The motion was adopted by a unanimous vote in favor.

11. CLOSED SESSION

Chairman Baugh informed those present there was a closed session on the agenda for discussion about the WIN Waste contract to seek advice from counsel. Chairman Baugh announced that only Board Members, SPSA executive staff (Dennis Bagley, Tressa Preston, and Sandy Schreiber), and legal counsel (Brett Spain, Patrick Hanes and Brad Nowak for SPSA and Ellen Bergren for the City of Chesapeake) would be present for the closed session. There were no objections to that plan.

Motion to Approve Request for Closed Meeting.

I move that a closed session be held for discussions regarding the impact of the December 2022 fire at the WIN Waste facility on WIN Waste's continued performance under the Waste Disposal and Services Agreement executed by SPSA and WIN Waste's predecessor on September 18, 2018, in accordance with Virginia Code Section 2.2-3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel;

Mr. Broad moved, seconded by Mr. Sorey, to enter closed session, as presented. The motion was adopted by a unanimous roll call vote in favor by all voting members present as noted. The closed session began at 10:58 a.m.

Once back in open session at 11:25 a.m. both in person and electronically the following motion was read.

Motion to Approve Certification after Closed Meeting.

The Board hereby certifies that, to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements by Virginia law under the Virginia Freedom of Information Act; and (ii) only such public business

matters as were identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting just concluded.

Mr. Keifer moved, seconded by Mr. Hansen, to certify the closed session, as presented. The motion was adopted by a unanimous roll call vote in favor by all voting members present as noted.

12. WRITTEN REPORTS

Chairman Baugh asked if there were any questions regarding the written Financial Report or the WIN Waste Report but there were none.

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 11:27 a.m.

Dennis L. Bagley
Executive Director

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

5. Flyover Oversight Committee Update

A meeting of the Flyover Oversight Committee took place on Monday, May 1, 2023. In the absence of Mr. L.J. Hansen, Chairman of the Committee, members Mr. Robert Lewis and Mr. Earl Sorey will present a brief report on that meeting.

6. Presentation on the FY24 Budget and the Strategic Operating Plan

Mr. Bagley, Ms. Schreiber, and Ms. Preston will present the FY 2024 Operating and Capital Budgets and updates to the Strategic Operating Plan. Hard Copies will be provided at the meeting and the Board will be asked to review for final approval at the June 2023 Board Meeting.

7. Executive Director Updates

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – March 15, 2023

Landfill Operational Summary

SPSA Regional Landfill Operational Summary			KEY:		
Period	April 1, 2023 April 30, 2023		Change Since Last Report		
			All Is Well		
			Working On		
			Noted Issue		
Item	Metric Item	Metric	Performance/Comment	Status Code	Comments/Corrective Actions
1	Regulatory Compliance				
1.1	Notice of Violations	None	In Compliance		No issues during the reporting period.
1.2	Environmental compliance and reporting	Compliance	All submissions made.		No issues during the reporting period.
1.2.1	Solid waste operations	Compliance	In Compliance		GP-1s exceedance for methane 5/18 reported on 5/19 Last Monthly Monitoring 9/26 Returning to quarterly monitoring
1.2.2	Title V	Compliance	Response to DEQ submitted 6/15		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. Warning Letter issued on 6/28/2022 Back in compliance 3/31/2023
1.2.3	VPDES	Compliance	In Compliance		New Permit was issued as of October 1st, 2020
1.2.4	Financial Assurance	Compliance	In compliance		
1.2.5	Wetlands	Compliance	In Compliance		
1.2.6	Groundwater	Compliance	In Compliance		
1.2.7	Storm water system operating and in compliance with VPDES permit	Systems operational and in good order	In Compliance		In compliance.
2	Landfilling Operations				
2.1	Tonnage Landfilled	Actual Tons	29,343		
2.2	No. staff	13.5	11.5		2 vacancies: , 1 LDF HEO, 1 Environmental Tech
2.2	Equipment Utilization	Key equipment fully operational and deployed	All equipment operating and deployed with appropriate spares		
3	Cover Operations				
3.1	Total Cover Material Received	Actual Tons	14,791		
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 2023
3.4	December 2020 Effective In-Place Density (lbs./cy)	1,600 lbs./cy	1,997 lbs./cy or AUF = .99		Still well above targeted long term airspace utilization.

4	Leachate Management				
4.1	Pump stations operational during period	100 % Operational	All pump stations are operational, pump performance is being monitored, and repairs/replacements made as necessary.		All vaults are operational.
4.2	SCADA system operational during period	100 % Operational	Fully operational		SCADA is fully operational. Low Flow to meters to HRSD, FIT-0301, and FIT-0401 were calibrated on 12/28 and the Pump & Haul Totalizer was reset on 12/30.
4.3	Flow meter system functional during period	100 % Operational	All 8 Cell V/VI Pump Stations are now operational		Flow Meters can now be logged to history in Scada system and reviewed as needed.
4.4	Leachate Levels	In compliance	In compliance.		1. In compliance at all 8 pump station locations. 2. Flow generation remain < 40,000 GPD typically.
4.5	Leachate Disposal	In compliance			Capital Project for dredging of the Leachate Ponds is complete.
4.5.1	Quantity of leachate pumped to HRSD during period	x gallons	473,805		From 4/1 to 4/30
4.5.1.1	Cell V, Sumps 1-4	x gallons	437,869		From 4/1 to 4/30
4.5.1.2	Cell VI, Sumps 5-8	x gallons	363,491		From 4/1 to 4/30
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	776,385		From 4/1 to 4/30
4.5.3	Disposal costs in period: \$		18,493		From 4/1 to 4/30
4.5.4	Any issues relative to leachate quality and acceptance at WWTPs?	No constraints	No constraints		
5	Landfill Gas Management	Compliance	In compliance		
6	Odor Complaints	No complaints	0		From 4/1 to 4/30
7	HRSD Force Main	Contract Schedule	None provided to date.		HRSD has reported that the project is delayed two years.

Acronym Definitions

ACOE- Army Corps 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
Southeastern Public Service Authority of Virginia
March 15, 2023**

A regular meeting of the Executive Committee was held at 9:30 a.m. in the conference room of the SPSA Regional Landfill Administrative Building in Suffolk, Virginia and was called to order by Chairman Dale Baugh. The other Executive Committee Members present at this meeting were Mr. Randy Keaton, Mr. John Keifer, Mr. Tom Leahy, and Ms. Sheryl Raulston. Also in attendance were Executive Director, Dennis Bagley, Director of Finance, Sandy Schreiber, Director of Administration, Tressa Preston, Director of Operations, Henry Strickland, and General Counsel, Brett Spain. Board Member Luke McCoy was present to observe the meeting.

Items for Discussion:

1. Review and approve Executive Committee Minutes of February 15, 2023.

Mr. Keifer moved, seconded by Ms. Raulston, to approve the minutes of February 15, 2023. The motion was adopted by a unanimous vote in favor.

2. Executive Director Updates

Mr. Bagley thanked everyone for meeting at the Regional Landfill's new Administration Building and that he looked forward to giving the Committee a tour after the meeting's conclusion.

- a) Upcoming Board Agenda Items

At the March Board Meeting there will be a closed session in which the Board will be updated about developments in the legal discussions with WIN Waste and the SPSA legal team's ongoing investigation into the cause of the December 16, 2022 conveyor fire. Mr. Bagley commented that staff has been frustrated by WIN's lack of response to their requests for information and their increasing inability to accept the 1000 tons of waste per day that had been agreed upon. It was also noted that although WIN has stopped sending invoices, SPSA has been submitting regular payment to WIN for all waste delivered to their facility. Attorneys Patrick Hanes and Brad Nowak of Williams Mullen will be present at the March Board Meeting closed session and Mr. Bagley will discuss recommendations on the best path forward for SPSA's day-to-day operations and future goals. Following this overview, the Board discussed various options for dealing with WIN and related strategic issues, including preparing for long-term objectives, alternate disposal mechanisms, and the potential impact on the budget.

Mr. Bagley will present the proposed Fiscal Year 2024 Budget and Preliminary Schedule of Fees and Charges at the March meeting. While Mr. Bagley and staff are certain that tip fees are solidly set where they should be for FY 2024, he explained that, due to the unique circumstances with WIN Waste, the details of hauling and disposal are still uncertain. This means that specific allocations between departments are not yet solidified. He went on to give examples of several scenarios of hauling and disposal costs that would vary from fund to fund but would not impact the overall revenue and expenses. The Committee expressed their understanding of the complexity of the current circumstances and encouraged Mr. Bagley to frame his presentation in a way that allowed him the latitude to accommodate that necessary

fluidity within the budget minutiae and focus on the larger picture finances at the March Board Meeting.

Mr. Bagley reviewed the proposed changes to the tip fee schedule. As previously discussed with the full Board of Directors, the municipal tip fee will increase to \$67 per ton, which is two dollars less than the projected \$69 increase that has been planned since FY 2020. Additionally, contract non-municipal waste increases to \$58 per ton and non-contract non-municipal and industrial process waste increases to \$78. The only other adjustment to the schedule is for tires, combining auto, truck, and light industrial tires under a single rate of \$100 per ton due to the capacity of the new tire shredder. Ms. Raulston asked if E-waste rates would remain the same and Mr. Bagley confirmed that they would, noting that with only one quarter of data available there is not enough information to suggest that a change would be necessary.

Two contracts will be brought to the Board for consideration at the March Board Meeting. One is for a side-loading dump trailer and the other is for 15 trailer top cover systems. Ms. Preston explained that the funds for these contracts would come from FY 23 Capital Replacement. As has become standard practice, capital replacement plans are reviewed for operational necessity. The FY 23 plan had originally anticipated a need for two side-loading dump trailers, but only one is operationally necessary and the savings will cover the costs of the trailer top covers which are vital in preventing loose debris from escaping the top of a trailer that is hauling waste.

b) Ongoing Update Items

Mr. Bagley and Ms. Preston received very positive feedback from their virtual presentation on the proposed expansion at the Regional Landfill to EPA Region 3 Administrator Adam Ortiz and many high-ranking members of his staff. Mr. Ortiz posed thoughtful questions and was open to meeting and speaking again. It was also clear from the meeting that Mr. Ortiz is interested in the future of waste management, having been a Director of Public Works, and it was good to be able to express that SPSA and EPA are working toward the same overall goals in that regard.

In keeping with the discussion of the future of waste, the March meeting closed session will also have a presentation from AMP Robotics. Their leadership staff will be in person to present materials on the propriety technology that is being implemented in a local pilot program for municipal solid waste. Mr. Bagley commented that the goal will be to continue to socialize the idea of new ways of looking at waste and considering the possibility that in the near future recycling won't look the same way it does today. He hopes that being open to new innovations can help the region develop a new mindset on waste management that will be positive for residents and the commercial industry.

The update on the leachate evaporator is that the permit is with the permit writer at DEQ and they are reaching out to SPSA staff with questions, which is a good sign that it is being worked on. Mr. Bagley anticipates it will take roughly six months to receive the permit. The evaporator construction has been completed off site and is ready to ship for assembly on site.

c) April Board Meeting Agenda

The agenda for the April Board Meeting will include a Public Hearing on the Preliminary Schedule of Fees and Charges. There will also be an update on the Pay and Classification Study. Mr. Bagley added that he and staff are very pleased with the work being done by Ms. Kerri Arnold and the Newport Group. They presented preliminary

salary adjustment numbers, but those numbers have not been included in the FY 2024 budget, save that any cost-of-living adjustments would be taken into account in and overall adjustments moving forward, meaning any increased salary funding allocated for July 1, 2023 would reduce the total amount of funding requested for salary adjustments.

3. Other Business

Mr. Keifer asked about bulk waste and yard waste diversion from the Regional Landfill as a means of preserving airspace. Mr. Bagley and Mr. Strickland reported that several communities already utilize private contracting or city landfills for those disposal items but noted that reassessing SPSA's role in organics disposal was a good idea. Mr. Bagley also mentioned presenting the Board with potential rates for construction and demolition debris that has been tub-grinded to take up less landfill space.

4. Meeting Adjourned at 10:53 a.m.

8. Closed Session

Motion to Approve Request for Closed Meeting.

I move that a closed session be held for discussions regarding (a) the impact of the December 2022 fire at the WIN Waste facility on WIN Waste's continued performance under the Waste Disposal and Services Agreement executed by SPSA and WIN Waste's predecessor on September 18, 2018, and (b) wetlands mitigation in conjunction with the permitting process for Cells VIII and XI in accordance with Virginia Code Section 2.2-3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

Motion to Approve Certification after Closed Meeting.

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

9. Financial Report (written only)

Statement of Revenue and Expenses – Budget to Actual Comparison

For the month ending April 30, 2023, total revenue exceeded total expenses by approximately \$592 thousand. Year to date net revenue is \$2.9 million.

Tipping fee revenue received in April reflects a decrease of 1.4% or approximately \$61 thousand as compared to April 2022.

Total expenses for the month ending April 30, 2023 were approximately \$3.9 million as compared to \$3.7 million incurred in April of 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 2023 budget on a straight-lined basis and the line graph represents the prior fiscal year for comparison.

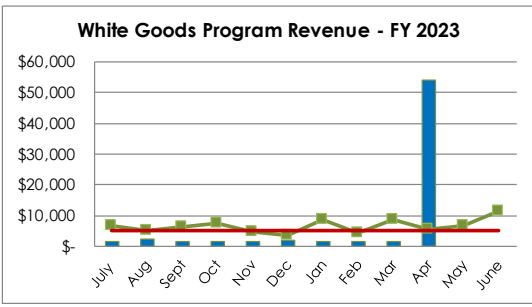
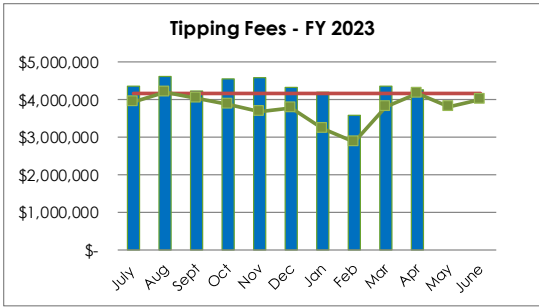
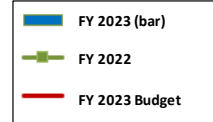
Waste Stream Report

This report has been developed to provide the status of tonnages received as compared to the amounts budgeted. For the month ending April 30, 2023, municipal waste tonnages reflect a decrease of 1.3% or approximately 694 tons as compared to April 30, 2022. Municipal tonnages year to date through April 30, 2023 have increased 3.1% compared to the previous fiscal year.

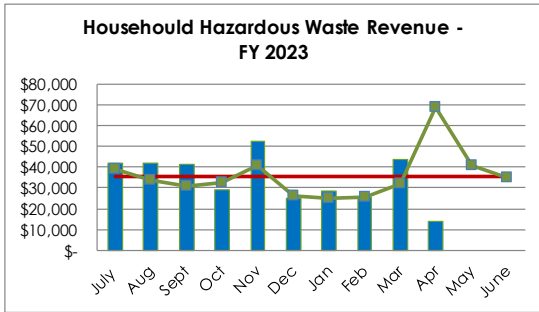
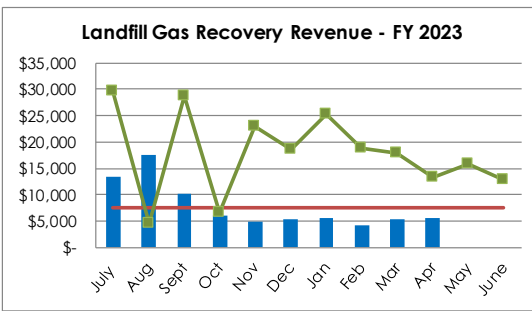
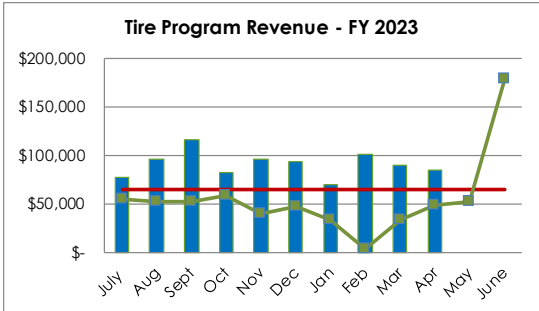
Treasurer's Report of Cash Balances

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, 2023 cash balances were approximately \$53.4 million representing approximately \$337 thousand in operating funds, \$6.8 million in undesignated fund balance, \$899 thousand reserved for the Leachate Evaporation System, \$172 thousand for Landfill Expansion Purchase Orders, \$20.4 million designated for landfill closure and \$24.3 million for Landfill Expansion and flyover.

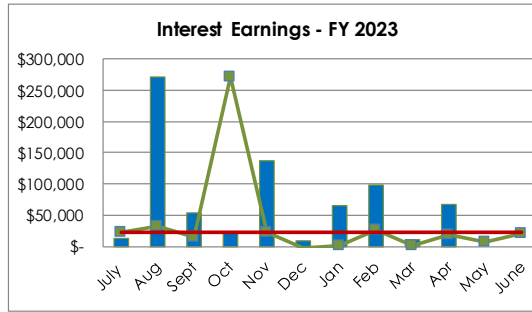
**Southeastern Public Service Authority
Monthly Comparison of Revenues and Expenses**



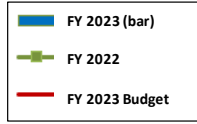
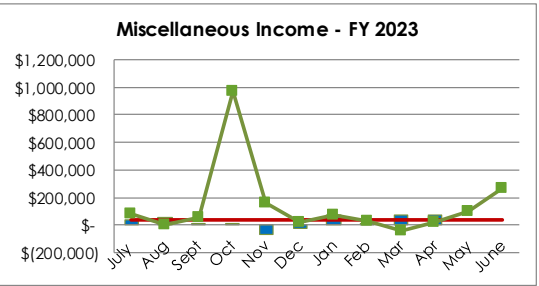
* Monthly revenue is dependent on users.

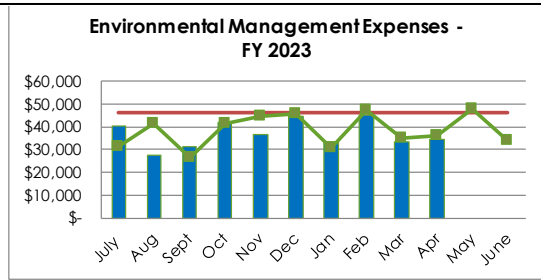
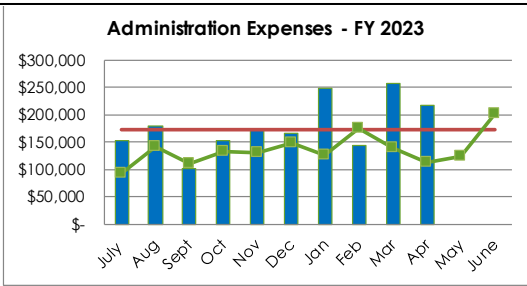


* Monthly revenue is dependent on users.

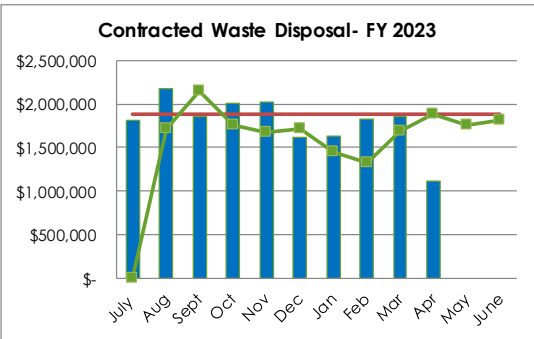
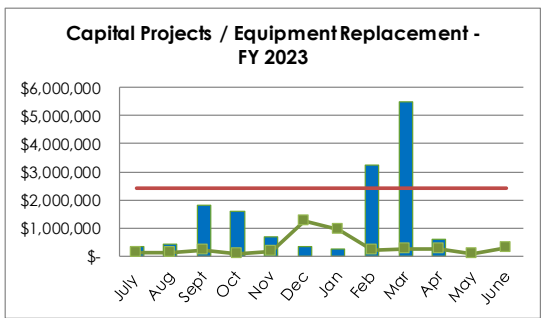
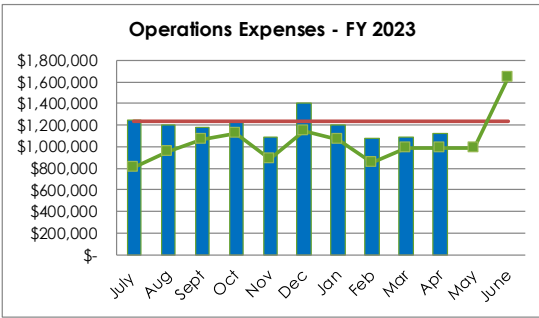


Interest payments vary based on investment date and maturity date.





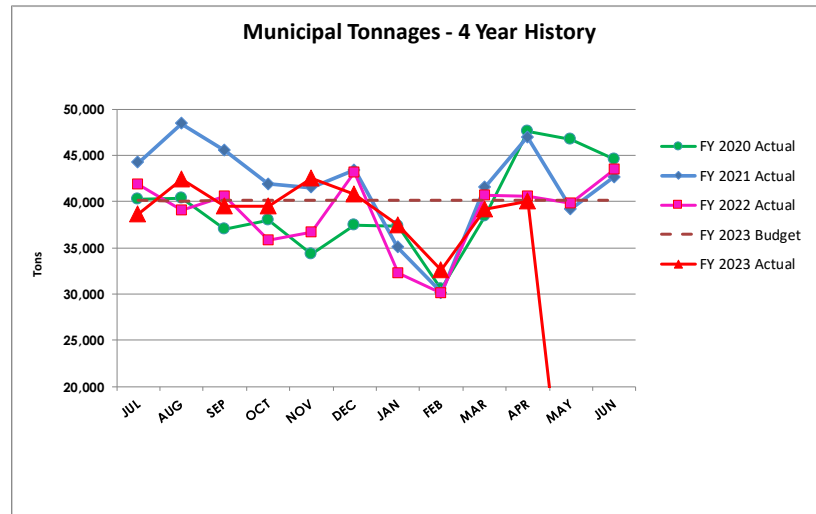
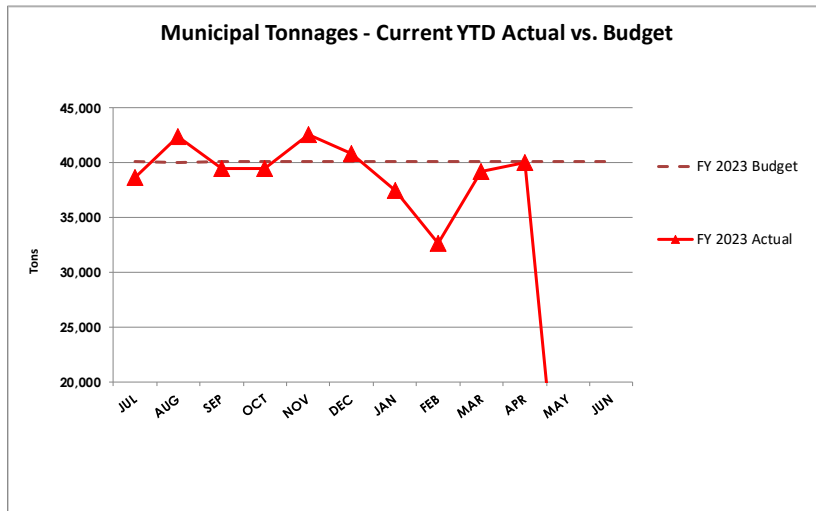
*Legal fees



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

Waste Category	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 4/30/2023	% of Budget
Waste Stream Budgeted under Tipping Fees						
Municipal Waste						
Chesapeake	112,154	114,806	108,633	110,000	99,939	90.9%
Franklin	3,276	3,499	3,952	3,300	3,158	95.7%
Isle of Wight	17,102	17,839	16,561	18,000	13,306	73.9%
Norfolk	92,423	89,209	77,291	89,000	63,725	71.6%
Portsmouth	43,829	46,339	43,584	42,000	34,867	83.0%
Southampton	9,881	10,033	9,972	10,800	8,171	75.7%
Suffolk	46,614	49,639	47,185	51,200	37,714	73.7%
Virginia Beach	147,250	169,097	157,055	157,550	132,925	84.4%
Residential (Free of Charge)	-	-	-	-	-	N/A
Total Municipal Waste	472,529	500,461	464,233	481,850	393,805	81.7%
Sludge - Norfolk	4,725	4,695	6,352	5,500	5,953	108.2%
Navy Waste	24,974	26,176	23,128	25,500	19,312	75.7%
SPSA Contracted Waste	130,777	134,044	165,485	160,000	165,940	103.7%
Construction & Demolition Debris	9,312	6,514	8,074	9,000	6,827	75.9%
Non-Contract Waste	39,588	46,616	77,909	58,000	52,057	89.8%
Total Other Waste	209,377	218,045	280,948	258,000	250,089	96.9%
Total Waste Stream	681,906	718,506	745,181	739,850	643,894	87.0%

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



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

Types of Waste (tons)	FYTD	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FYTD
	FY 2022	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023
Construction and Demolition Debris	8,075	664	630	711	666	681	553	723	617	891	691	6,827
Water Treatment Plant Sludge	6,352	659	673	605	609	570	540	574	559	579	584	5,952
Industrial Waste	75	10	-	-	-	19	1	17	-	6	14	67
Fines C&D	-	-	-	-	-	-	-	-	-	-	-	-
Soils for Use as Alternate Daily Cover	4,294	255	530	674	370	521	310	623	359	544	595	4,781
Brick & Block	-	-	-	-	-	-	-	-	-	-	-	-
Clean Fill	27,887	1,335	48	-	-	804	3,365	1,030	1,206	635	763	9,186
Peanut Residue/Hulls	4,046	303	220	497	330	233	217	315	364	397	246	3,122
Non-Processible Municipal Solid Waste	1,275	138	164	201	157	97	50	64	29	79	62	1,041
Navy Waste ²	216	41	38	46	19	27	58	2	4	16	249	500
Contract Processible Waste	5	-	-	-	20	-	15	52	71	52	37	247
Non-Processible Commercial Waste ²	1,941	215	331	227	324	198	223	402	410	369	327	3,026
Non Contract/Non Municipal	-	-	-	-	4	-	6	4	8	1	16	39
Concrete /Asphalt	29	-	-	-	9	-	-	-	-	-	-	9
Shredded Tires	7,175	785	1,028	740	899	685	832	827	725	681	690	7,892
Ash - Qualifying	129,761	6,225	9,039	12,006	19,318	17,324	12,994	8,523	5,317	11,197	7,584	109,527
Non-Qualifying Ash	26,227	1,299	1,888	718	2,398	2,472	1,549	2,071	718	1,761	1,118	15,992
Non Processible Waste (from Tsf Stations)	-	-	-	-	-	-	-	-	-	-	-	-
MSW from FTS, I WTS, STS	86,232	5,361	6,042	5,742	5,940	6,317	6,071	5,981	5,053	6,232	6,880	59,619
Clean Fill - Clearfield	53,770	4,366	4,649	5,160	3,175	4,876	4,253	3,119	9,167	3,364	5,160	47,289
Residual Waste - Clearfield	569	95	95	95	85	76	47	76	113	529	170	1,381
Diverted Processible Waste (from Tsf Station)	9,803	5,829	2,593	2,292	2,268	3,018	9,942	9,006	575	2,768	4,157	42,448
Total	367,732	27,580	27,968	29,714	36,591	37,918	41,026	33,409	25,295	30,101	29,343	318,945

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

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

**Southeastern Public Service Authority
Treasurer's Report of Cash Balances
For the Month Ending April 30, 2023**

Fund Type	Beginning Balance	Deposits / Transfers In	Interest Earnings	Payables / Transfers Out	Payroll	Ending Balance
Unrestricted and Designated Funds (see footnote below):						
Townebank Operating	\$ 1,698,267.43	\$ 6,529,961.11	\$ -	\$ 4,467,915.00	\$ 549,169.02	\$ 3,211,144.52
Townebank Money Market	21,779.18	1,500,000.00	0.02	1,521,015.00	-	764.20
Townebank CD	3,169,320.37	-	-	-	-	3,169,320.37
Virginia Investment Pool (VIP)	8,016,576.30	-	27,864.68	1,500,000.00	-	6,544,440.98
Raymond James & Associates Investments	40,503,372.02	-	41,801.98	41,805.07	-	40,503,368.93
Total Unrestricted and Designated Funds	\$ 53,409,315.30	\$ 8,029,961.11	\$ 69,666.68	\$ 7,530,735.07	\$ 549,169.02	\$ 53,429,039.00
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 481,372.24	-	1,841.17	-	-	483,213.41
Environmental / Regional Landfill	\$ 489,812.12	-	1,865.60	-	-	491,677.72
Total Trust Funds	\$ 971,184.36	\$ -	\$ 3,706.77	\$ -	\$ -	\$ 974,891.13
GRAND TOTAL	\$ 54,380,499.66	\$ 8,029,961.11	\$ 73,373.45	\$ 7,530,735.07	\$ 549,169.02	\$ 54,403,930.13
Cash Balances Designated as follows:						
Operating Funds	\$ 337,219					
Undesignated (Fund Balance June 30, 2022)	\$ 6,801,000					
Reserved for FY 2022 Rolled Purchase Orders	\$ -					
Reserved for FY 2022 Rolled Capital POs	\$ 438,151					
Reserved for Leachate Evaporation System	\$ 4,899,300					
Leachate to be paid by HRSD	\$ (4,000,000)					
Purchase Orders for Landfill Expansion (Rolled)	\$ 172,171					
Reserve for Landfill Closure (as of June 30, 2022)	\$ 20,454,609					
Reserve for Landfill Expansion and Flyover	\$ 24,326,589					
Total Designated Funds	\$ 53,429,039					

(equivalent to 2 months operating expenses)

**Southeastern Public Service Authority
Budget Transfer Activity
For the Month Ending April 30, 2023**

Department	Object	Description	Transfer In	Transfer Out
Other Expenses	59121	Waste Hauling-MBI	\$ 1,000,000.00	
Other Expenses	59120	Waste Hauling & Disposal		\$ 1,000,000.00
Landfill	55300	Insurance & Bonding	\$ 2,083.00	
Landfill	55100	Electricity		\$ 2,083.00
Norfolk TS	56100	Office Supplies	\$ 100.00	
Norfolk TS	56410	Small Equipment		\$ 100.00
Tire Shredder	53400	Equipment Maintenance-Parts	\$ 10,000.00	
Tire Shredder	53410	Building/Site Maintenance		\$ 10,000.00
Norfolk TS	53410	Building/Site Maintenance	\$ 1,000.00	
Norfolk TS	56140	Other Operating Supplies		\$ 1,000.00
Capital	62325	Wheel Wash	\$ 21,984.00	
Capital	62399	Undesignated		\$ 21,984.00
Landfill	53400	Equipment Maintenance-Parts	\$ 15,000.00	
Landfill	53401	Equipment Maintenance-Service		\$ 15,000.00
Norfolk TS	53410	Building/Site Maintenance	\$ 800.00	
Norfolk TS	53320	Grounds Maintenance		\$ 800.00
Norfolk TS	53410	Building/Site Maintenance	\$ 100.00	
Norfolk TS	55510	Travel and Training		\$ 100.00
Norfolk TS	53410	Building/Site Maintenance	\$ 300.00	
Norfolk TS	56300	Safety Apparel and Equipment		\$ 300.00
Isle of Wight TS	53402	Equipment Maintenance-Scales	\$ 1,588.00	
Isle of Wight TS	53401	Equipment Maintenance-Service		\$ 1,588.00
Suffolk TS	53402	Equipment Maintenance-Scales	\$ 9,100.00	
Other Expenses	59125	Waste Disposal Services		\$ 9,100.00
Transportation	56220	Vehicle/Equipment Tires	\$ 36,000.00	
Norfolk TS	56220	Vehicle/Equipment Tires		\$ 3,000.00
Landfill	56220	Vehicle/Equipment Tires		\$ 18,000.00
Fleet	56220	Vehicle/Equipment Tires		\$ 2,000.00
Safety	56220	Vehicle/Equipment Tires		\$ 1,000.00
Other Expenses	59125	Waste Disposal Services		\$ 9,000.00
Environmental	56220	Vehicle/Equipment Tires		\$ 3,000.00
Landfill	56210	Vehicle/Equipment DEF	\$ 2,000.00	
Transportation	56210	Vehicle/Equipment DEF	\$ 4,025.00	
Chesapeake TS	56210	Vehicle/Equipment DEF		\$ 200.00
Norfolk TS	56210	Vehicle/Equipment DEF		\$ 1,000.00
Suffolk TS	56210	Vehicle/Equipment DEF		\$ 500.00
Oceana TS	56210	Vehicle/Equipment DEF		\$ 120.00
Other Expenses	59120	Waste Hauling & Disposal		\$ 4,205.00
Landfill	55810	Membership and Professional Dues	\$ 50.00	
Landfill	55510	Travel and Training		\$ 50.00
Capital	62326	Cell V & VI Cap Redesign	\$ 157,000.00	
Fund Balance	3940	Fund Balance		\$ 157,000.00
Norfolk TS	53400	Vehicle/Equipment Parts	\$ 16,000.00	
Landstown TS	53400	Vehicle/Equipment Parts	\$ 2,500.00	
Suffolk TS	53400	Vehicle/Equipment Parts	\$ 4,900.00	
Landfill Shop	53400	Vehicle/Equipment Parts	\$ 1,000.00	
Transportation	53400	Vehicle/Equipment Parts	\$ 88,000.00	
Isle of Wight TS	53400	Vehicle/Equipment Parts		\$ 3,000.00
Ivor TS	53400	Vehicle/Equipment Parts		\$ 2,500.00
Boykins TS	53400	Vehicle/Equipment Parts		\$ 2,500.00
Other Expenses	59125	Waste Disposal Services		\$ 54,400.00
Landfill	53400	Vehicle/Equipment Parts		\$ 20,000.00
Oceana TS	53400	Vehicle/Equipment Parts		\$ 8,000.00
Chesapeake TS	53400	Vehicle/Equipment Parts		\$ 5,000.00
Franklin TS	53400	Vehicle/Equipment Parts		\$ 9,000.00
Fleet	53400	Vehicle/Equipment Parts		\$ 8,000.00
Landstown TS	56200	Vehicle/Equipment Fuel	\$ 4,000.00	
Norfolk TS	56200	Vehicle/Equipment Fuel	\$ 4,500.00	
Oceana TS	56200	Vehicle/Equipment Fuel	\$ 1,300.00	
Suffolk TS	56200	Vehicle/Equipment Fuel	\$ 1,000.00	
Tire Shredder	56200	Vehicle/Equipment Fuel	\$ 200.00	
Isle of Wight TS	56200	Vehicle/Equipment Fuel	\$ 250.00	
Chesapeake TS	56200	Vehicle/Equipment Fuel	\$ 10,100.00	
Environmental	56200	Vehicle/Equipment Fuel	\$ 1,275.00	
HHW	56200	Vehicle/Equipment Fuel	\$ 1,000.00	
Fleet	56200	Vehicle/Equipment Fuel	\$ 5,000.00	
Transportation	56200	Vehicle/Equipment Fuel	\$ 195,000.00	
Safety	56200	Vehicle/Equipment Fuel		\$ 275.00
Landfill Shop	56200	Vehicle/Equipment Fuel		\$ 1,100.00
Franklin TS	56200	Vehicle/Equipment Fuel		\$ 2,000.00
Landfill	56200	Vehicle/Equipment Fuel		\$ 25,000.00
Other Expenses	59120	Waste Hauling & Disposal		\$ 195,250.00
Total			\$ 1,597,155.00	\$ 1,597,155.00

10. WIN Waste Innovations – Portsmouth Monthly Report (written only)

May 15, 2023

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 2023**

MONTH	SPSA				THIRD PARTY		OUT-OF-STATE		OUTSIDE-AREA		TOTAL		RESIDUE				MW SOLD TO THE GRID (MWHr)
	ACCEPTABLE WASTE (TONS)	ACCEPTABLE WASTE (TONS)	WASTE (TONS) *	WASTE (TONS)	ACCEPTABLE WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	WASTE (TONS)	NAVY STEAM DELIVERED (K-LBS)	ALL WASTE ACCEPTED AT RDF (TONS)	NP REMOVED FROM RDF (TONS)	PROHIBITED WASTE	PROCESSED FORMULA	DELIVERED TO LANDFILL (TONS)	
JAN	28,107.19	1,171.76	9.36	-	29,288.31	51,518	29,288.31	4,140.78	-	26,406.15	10,593.86	3,202					
FEB	31,320.87	2,694.78	-	-	34,015.65	53,801	34,015.65	4,609.83	-	26,146.82	6,034.25	4,827					
MAR	33,316.60	1,265.59	40.64	-	34,622.83	79,863	34,622.83	3,413.21	-	28,378.47	12,957.81	3,788					
APR	31,910.69	301.26	28.92	-	32,240.87	69,144	32,240.87	2,934.02	-	29,728.51	8,702.69	5,996					
MAY																	
JUN																	
JUL																	
AUG																	
SEP																	
OCT																	
NOV																	
DEC																	
YTD TOTAL	124,655.35	5,433.39	78.92	-	130,167.66	254,326.00	130,167.66	15,097.84	-	110,659.95	38,288.61	17,813.00					

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

**WIN Waste Innovations
AVAILABILITY
CALENDAR YEAR 2023**

MONTH	BOILER AVAILABILITY (%)	BOILER PLANNED OUTAGES (HRS)	BOILER UNPLANNED OUTAGES (HRS)	TURBINE AVAILABILITY	TURBINE PLANNED OUTAGES (HRS)	TURBINE UNPLANNED OUTAGES (HRS)
JAN	98.5%	0	46	100%	0	0
FEB	92.0%	204	12	100.0%	0	0
MAR	86.4%	141	263	100.0%	0	0
APR	98.7%	0	37	100.0%	0	0
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	93.9%	345.00	358.00	100.0%	-	-

WIN Waste Innovations
SUPPLEMENTAL INFORMATION
April 2023

Total Waste received by SPSA:	31,911 tons
Waste delivered to RDF:	32,241 tons
Total RDF processed:	29,729 tons
Residue sent to landfill:	8,703 tons*
Electric power sold:	5,996 MW
Steam sold to Navy:	69,144 K-LBS
Overall Boiler availability:	99%
Overall Generator availability:	100%
Environmental Incidents	0

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

General Notes:

Continuing to truck shredded material between RDF and SPP to maintain plant operations.

WIN Waste Innovations

Monthly Report for the Month of April 2023

This report is submitted in accordance with the Waste Disposal & Services Agreement, section 3.17.1.

Environmental Issues:

VA DEQ issued a draft consent order for exceeding the 12-month rolling sum of #2 fuel oil used in the RDF boilers.

Tests Completed:

Monthly Industrial Discharge Samples
Fuel Oil Sample
Quarterly Ash Test

Tests Planned:

Monthly Industrial Discharge Samples
Fuel Oil Sample
Storm Water Sample
Annual Stack Test
Quarterly GHG Test
Quarterly Ash Test

Inspections:

HRSD RDF Inspection

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

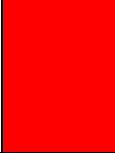















Op Stats: See attached spreadsheet

Upcoming Planned Outages:

2022 Outages

January	No outage
February 20-27	Boiler 4
March 13-21	Boiler 1
April	No outage
May	No outage
June	Boiler 2
July	Boiler 3
August	Boiler 4
September	Boiler 1
October	Boiler 2
November	Boiler 3
December	Boiler 4

WIN Waste Innovations RDF and WTE Operational Summary		KEY:		 PERFORMANCE FOR THE PLANET
Provided by WIN Waste Innovations		Change Since Last Report		
April 1, 2023 - April 30, 2023		All Is Well		
		Working On		
		Noted Issue		

Item	Metric Item	Metric	Performance	Status	Comments
1	Regulatory Compliance				
1.1	Notice of Violations	Compliance	Noted Issue		Fuel oil usage exceedance issued and subsequent consent order from DEQ. Facility exceeded fuel oil usage per boiler during C33 fire event and following the fire during the recovery period.
1.2	VPDES	Compliance	In Compliance		No issues during reporting period
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during reporting period
1.2.2	Title V	Compliance	In Compliance		No issues during reporting period
2	RDF Tipping Floor Operations				
2.1	Wait Times	<30 min			
2.2	Floor Volume	<1,500 Tons			Floor volumes remaining manageable
2.3	Equipment Utilization	Key equipment fully operational and deployed			C33 fire rendered conveyor OOC.
3	Ash				
3.1	Ash Delivered to RLF	Actual Tons	8,703		
3.2	Percentage of Ash Re-classified	<20%	1,118		Reclassified was 12.85%
3.3	Percentage of Ash used as ADC	> 80%	7,584		ADC was 87.15%.
3.4	Rejected Loads of Ash	0	0		
4	WTE				
4.1	Boiler Availability	> 90%	99%		
4.2	TG Availability	> 90%	100%		
4.3	Ash Screener Availability	> 95 %	75%		Rental screener coming next week, primary screener belt failure and secondary motor failed.
5	Cleanliness/Litter Control				
5.1	Citizen Complaints	0			Overall cleanliness of the facility continues to improve.
5.2	Odor Complaints	0			No issues during reporting period

Acronym Definitions

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

11. Other Business

12. Adjourn