

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, July 26, 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/6918500328884292184>. 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 962-741-317. 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 July 25, 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. Annual Meeting

Election of Officers

The members of the Nominating Committee are Mr. Al Moor, Ms. Amanda Jarratt, and Mr. Tom Leahy, Chair. At the June 28, 2023 Board of Director's meeting, the Nominating Committee offered the following slate of officers for the fiscal year beginning July 1, 2023:

Chair:	Mr. Dale Baugh (IW)
Vice Chair:	Ms. Sheryl Raulston (FR)
Treasurer:	Ms. Sandy Schreiber, Director of Finance
Secretary:	Ms. Tressa Preston, Director of Administration

Additional nominations may be made at this meeting.

MOTION: Vote on the Fiscal Year 2024 officers of the SPSA Board of Directors.

Appointment of Committees

4. Chairman's Comments

5. Approval of Minutes

The minutes of the June 28, 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 June 28, 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

June 28, 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	(FR)
Dr. Dale Baugh	(IW)	Mr. Randy Keaton	(IW)
Mr. John Keifer ¹	(NO)	Mr. Richard Broad	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Ms. Lavonda Graham-Williams	(PO)
Mr. Tony Parnell	(SH)	Ms. Lynette Lowe	(SH)
Mr. D. Rossen S. Greene (<i>absent</i>)	(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. 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 June Board Meeting to order at 9:30 a.m. and then he led the Pledge of Allegiance.

2. PUBLIC COMMENT

Ms. Preston reported that there were no requests for public comment.

3. CHAIRMAN'S COMMENTS

Chairman Baugh reviewed the day's agenda noting that it should be a very positive meeting. He also commented that he attended the informational public meeting on the draft Environmental Impact Statement (EIS) that was held at Ivor Town Hall the previous week, where he spoke with Colonel Hallberg from the Army Corps of Engineers. He also reported

¹ Mr. Keifer left the meeting at 10:15 a.m.

that staff was well prepared, positive, and articulate at the meeting and did an outstanding job representing SPSA.

4. **NOMINATING COMMITTEE REPORT**

Chairman Baugh asked for an update from Mr. Leahy, Chair of the Nominating Committee. Mr. Leahy reported that he, Ms. Lowe and Mr. Moor, the members of the Nominating Committee, reached out to the Board on more than one occasion seeking new nominations or volunteers for the FY 2024 slate of officers for the SPSA Board of Directors but received no responses. He has received confirmation from the current SPSA officers that, if elected, they would be willing to serve again. If elected, this would be Chairman Baugh's third term as Chair, which is permissible in SPSA's Bylaws. The Nominating Committee's proposed slate of officers was: Dale Baugh, Chair; Sheryl Raulston, Vice-Chair; Tressa Preston, Secretary; and Sandy Schreiber as Treasurer. It was commented that the current officers have performed their duties well and would make excellent candidates moving forward. The Board was reminded that they may volunteer or make nominations at the July meeting as well.

5. **EFFICIENCY SURVEY RESULTS**

Chairman Baugh asked Ms. Raulston to give an update on the efficiency survey that was distributed at the previous meeting. Ms. Raulston reported that from the hard copies at the meeting and the email sent afterward, there were ten total responses, most of which were anonymous. All the respondents indicated that they appreciated the changes made over the past year, such as published topic and adjournment times, and limiting some reports to written only or quarterly presentations. Some indicated that they would like to see more changes and those requests generally indicated that they would like to see both presentations and comments delivered in a more concise manner. Ms. Raulston thanked the Board and Ms. Preston for their help and commented that things are moving in the right direction. Chairman Baugh asked if there were any questions for Ms. Raulston, but there were none.

6. **APPROVAL OF MINUTES**

The minutes of the May 24, 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. Leahy, to approve the May 24, 2023 minutes of the SPSA Board of Directors, as presented. The motion was adopted by a unanimous vote in favor.

7. **ADOPTION OF THE FY24 BUDGET & STRATEGIC OPERATING PLAN**

Chairman Baugh commented that staff received no questions or comments after the previous month's presentation on the FY 2024 Budget and Strategic Operating Plan. He offered the Board the opportunity to hold discussions at that time, but there were no questions or comments.

Mr. McCoy moved, seconded by Ms. Graham-Williams, to adopt the SPSA Operating and Capital Budgets for Fiscal Year 2024, as presented. The motion was adopted by a unanimous vote in favor.

Ms. Preston read the following Resolution:

**RESOLUTION APPROVING REVISIONS TO THE
STRATEGIC OPERATING PLAN – JUNE 28, 2023**

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 SPSA Board of Directors 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 27, 2022, 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 they may deem necessary or desirable to carry out the intent and purposes of the foregoing resolution.

Adopted this 28th day of June, 2023

Dale E. Baugh, Chairman

Mr. Keifer moved, seconded by Mr. Keaton, to adopt the resolution for revisions to the Strategic Operating Plan, as presented. The motion was adopted by a unanimous vote in favor.

8. EXECUTIVE DIRECTOR UPDATES

Mr. Bagley recognized Heavy Equipment Operator, Sr. James Stone, and Heavy Equipment Operator, Jerome Jordan, as the SPSA Values in Action Employees of the Month. Mr. Stone and Mr. Jordan work at the Suffolk Transfer Station and exemplified the value of Community Stewardship when coming to the aid of a customer who had a serious medical emergency while at the station. They cared for the gentleman and his grandson with professionalism and kindness we should all strive to emulate. Mr. Bagley went on to say that SPSA's Safety and Risk Manager is working on additional training for staff to be better prepared for these types of situations at all facilities. Dr. Baugh presented Mr. Stone and Mr. Jordan with plaques and lapel pins as tokens of the Board's appreciation.

Regarding wetlands permitting, the 60-day public comment period has begun, as the draft EIS was published as scheduled and two informational meetings have been held. The meeting in Suffolk had very low attendance, with one representative from the Nansemond River Preservation Alliance who is in favor of the expansion, and a representative of the Nansemond Indian Nation. No parties spoke against expansion at the Regional Landfill. The meeting at Ivor Town Hall was attended by many citizens from Southampton County who had pointed questions and angry comments about the possibility of a new landfill project in Ivor. Mr. Bagley drew the Board's attention to a handout at their tables with the dates and locations of the upcoming public hearings. Chairman Baugh asked Mr. Bagley to explain why the citizens in Ivor are so engaged. Mr. Bagley explained that in addition to expressing concern about information getting to them late and not wanting a landfill in Ivor at all, they are not pleased with the fact that even though SPSA's eight member communities are in favor of moving forward with expansion at the Regional Landfill, and that Southampton County has passed a resolution against siting a landfill in their town, that the Corps is still pursuing this as a viable option. Mr. Bagley anticipates that the public hearings will be much of the same commentary, which will be recorded for the public record. Mr. Bagley said that he agrees with the Chairman that SPSA has positioned itself as best as it possibly can and has made a strong case for expansion at the Regional Landfill. Mr. Keifer asked what Mr. Bagley would like to see from the Member Communities. Mr. Bagley responded that he will be discussing that topic with Mr. Bob Crum of the HRPDC and will be better able to give feedback at the next meeting, but in general, it may be better to have HRPDC provide comments on behalf of all of the communities than to have individual form letters.

The leachate evaporator should be delivered between July 5th and July 7th. It is completed and ready to set on the slabs. The City of Suffolk's site plan review is nearing completion. Updated emissions calculations have been provided to DEQ as part of the Title V application and staff and consultants are hopeful that those calculations indicate that only a minor modification will be necessary, making the process for amending the permit much quicker than anticipated.

At the Renewable Natural Gas Facility, the gas collection system and well field upgrade process is well underway in Cells V and VI. Mr. Bagley reminded the Board of the importance of this project being taken on by Terreva at their own expense because it will install electronic controls on each wellhead which can be controlled by one computer. This will decrease methane release and optimize methane collection for the facility.

Mr. Bagley informed the Board about the waste characterization study being performed by SCS Engineers which will be used by SPSA as part of the RFP for an alternative disposal mechanism. It will also be used to identify areas where SPSA can work to reduce disposal volumes. The two sites being studied are Chesapeake Transfer Station and Landstown Transfer Station because, as Mr. Bagley explained, Virginia Beach has a curbside recycling program and Chesapeake does not. The study will determine things like how much

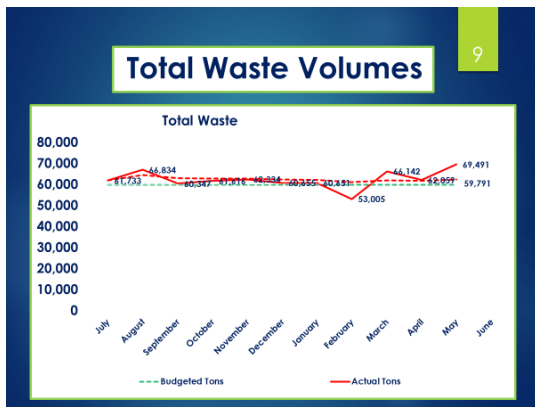
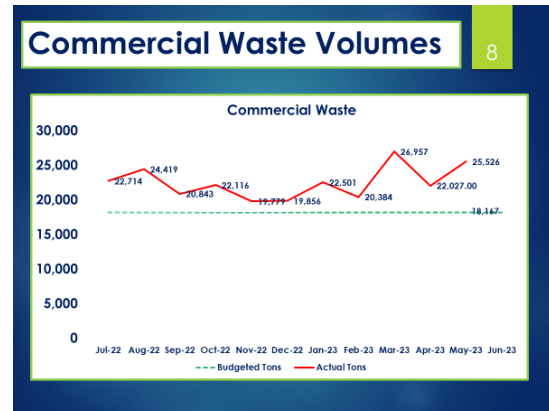
cardboard, plastics, and organics are coming out of each site and may be expanded to other sites as necessary. He will present the final report to the Board once it is completed in a few months. Mr. Leahy asked if there was a baseline study from which to make a comparison or if this was the first study of its kind. Mr. Bagley responded that correspondence indicates that a similar study was conducted in the 1980s but the study hasn't been located yet, though staff is still combing through old records. However, Mr. Bagley does not think the former study is particularly relevant as it won't shed much light on the current waste stream or how to handle it. Mr. Bagley said, and informed the Board that he will continue to say, that SPSA must look to new ways to manage waste and can no longer rely on landfilling for waste disposal. He is particularly interested in how managing organics can increase the lifespan of the Regional Landfill. Mr. Sorey commented, for the record, that Chesapeake does have a recycling program that is operated through convenience centers, collecting a much cleaner stream of recyclables than their previous curbside collection program. Mr. Bagley thanked Mr. Sorey for the clarification and apologized for leaving that out of his previous statement.

The HRPDC has assigned Mr. Eric Walberg to the Regional Solid Waste Management Plan (RSWMP) and SPSA staff could not be more pleased with his efforts. He was previously employed by HRPDC and has worked on past RSWMPs so he comes to the project with a wealth of knowledge and a willingness to dig in to find answers. He is very engaged with the process and understands the significance of completing the plan. He has provided a timeline and has scheduled five of the eight required public hearings. The estimated completion date is September of 2023.

Because of the uncertainty with WIN Waste, it has been difficult to enter long-term commercial contracts with regular contract customers. The regular five-year contracts are set to expire on June 30, 2023. Mr. Bagley asked that a motion be made to extend current commercial contracts for 60 days or until new contracts are executed, whichever is sooner. Mr. Hansen asked how many contracts were involved. Mr. Bagley responded that there were three: Tidewater Fibre, GFL, and Waste Industries. Mr. Leahy asked if this was something that could be done unilaterally or would the other parties need to agree, as well. Mr. Spain responded that it would be by mutual agreement, but that SPSA could not approach the commercial contractors without first getting permission from the Board.

Mr. Moor moved, seconded by Ms. Raulston, to extend the current commercial waste contracts for 60 days, or until such time as the new contracts are executed, whichever is sooner. The motion was adopted by a unanimous vote in favor.

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 well above the targeted average. Mr. Bagley noted that commercial waste is up, as expected, likely due to the newly approved agreement with Waste Management. Diversions are a bit lower than the previous month. Total average monthly waste volumes remain above the total average budgeted waste volumes. Mr. Bagley noted that the chart is easier to comprehend now that there is nearly a year's worth of data to compare.



9. CONTRACTS

With the new fiscal year beginning in the next month, Ms. Preston gave a brief refresher on SPSA’s procurement practices. She reminded the Board that SPSA is subject to the Virginia Public Procurement Act and with a few notable exceptions such as legal services and emergencies all purchases over \$30,000 must be procured through a competitive process either by SPSA initiating its own RFP or IFB process for negotiation or sealed bidding or utilizing the state’s allowance for joint and cooperative procurement, meaning that if another public body has gone through that competitive process, SPSA, as a state body, may benefit from their work and negotiate their own contract. The Executive Director may award contracts up to a value of \$100,000 and the Board must approve anything over that amount. Per SPSA’s financial policies contracts that the Executive Director has authorized that fall between \$99,999 and \$30,000 will be brought to the Board for informational purposes. She informed the Board that there were three new contracts and three renewal contracts that required a vote from the Board. In an effort to improve efficiency, staff offered the option for the Board to vote on those contracts with a single vote or, if they preferred, the contracts could be addressed individually.

New Contracts 13

Milling and Paving of the Oceana Transfer Station Drop Lot

- IFB with 5 Bidders
- Excel Paving Corporation was low bid at \$97,303
- Budgeted at \$82,631 – overage from capital purchase savings

Service & OEM Caterpillar Replacement Parts

- Sourcewell Contract with Carter Machinery
- Budgeted at \$300,000



Service & OEM Volvo Replacement Parts

- Sourcewell Contract with McClung-Logan
- Budgeted at \$200,000

Renewal Contracts 14

FY 2024 Property, Liability & Workers' Compensation Insurance

- VRSA – 14th Year of Service
- \$395,045 Budgeted (25% overall increase due to property coverage and WC)

Laboratory Analysis Services

- Enthalpy Analytical – 2nd of 4 option years
- \$90,000 Budgeted (based on FY 2023 per-service rates)

Truck Tire Management Program

- Colony Tire – 2nd of 4 option years
- \$168,000 Budgeted (based on FY 2023 per-service rates)

Questions 15

RECOMMENDATION: Authorize the Executive Director to award contracts, as presented, to:

- Excel Paving for Milling and Paving of the Oceana Transfer Station Drop Lot
- Carter Machinery for Service and OEM Caterpillar Replacement Parts
- McClung-Logan for Service and OEM Volvo Replacement Parts
- VRSA for FY24 Property, Liability, & Workers' Comp. Insurance
- Enthalpy Analytical for Laboratory Services and
- Colony Tire for the Truck Tire Management Program

OR

Address each contract with an individual vote.

Additional Contracts - FYI 16

Grounds Maintenance

Coastal Lawn Services	approx. \$78,000	3 rd of 4 Option Years
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Solid Rubber Cutting Edges

Rubberedge	approx. \$62,200	2 nd of 4 Option Years
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RLF Security Services

UAS, Gardaworld	\$85,524 budgeted	Cooperative Contract
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Household Hazardous Waste

MXI Environmental	approx. \$56,000	Cooperative Contract
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At the request of Mr. Leahy, Ms. Preston explained that Sourcewell is an entity run by the state of Minnesota that compiles cooperative contracts for public bodies so that they are easier to locate and utilize. Ms. Graham-Williams asked about the reference to “VML” in the renewal contract for insurance. Ms. Preston apologized for the use of an unexplained acronym, stating that VRSA, the Virginia Risk Sharing Association was previously known as VML, the Virginia Municipal League and that the reference would be corrected in the future. There were no further questions or comments on any of the contract matters.

Mr. Leahy moved, seconded by Mr. Broad, to authorize the Executive Director to award new contracts for Milling and Paving of the Oceana Transfer Station Drop Lot, Service and OEM Caterpillar replacement parts, Service and OEM Volvo replacement parts, and renewal contacts for Property Liability and Worker’s Compensation Insurance, Laboratory Analysis Services, and the Truck Tire Management Program, as presented. Mr. Keifer had left the meeting and Mr. Keaton and Ms. Jarratt were temporarily out of the room at the time of the vote and did not participate. Mr. McCoy abstained from voting on the Truck Tire Management Program contract and voted in favor of all other contracts. Aside from the previously noted exceptions, the motion was adopted by a unanimous vote in favor.

Additionally, Ms. Preston reviewed several contracts that fell between the \$99,999 and \$30,000 threshold wherein the Executive Director may award a contract that is anticipated in the previously approved budget, and then bring them to the Board for informational purposes. She also reviewed SPSA’s procedure for compensating legal services, which are exempt from competitive procurement and secured through letters of agreement outlining hourly attorneys’ fees and voted on by the Board.

10. COMPENSATION AND CLASSIFICATION STUDY PRESENTATION

Mr. Bagley reintroduced Ms. Kerri Arnold of the Newport Group who was present to report on the results of the compensation and classification study she and her team had been working on since being awarded a contract through a competitive bidding process authorized by the Board several months ago. Ms. Arnold and her team have been working closely with SPSA staff, as well as performing rigorous industry research. Ms. Arnold thanked the Board for letting her present again, noting that since last meeting with them in December of 2022, she has received great support from staff and member communities in providing data necessary for their work. Ms. Arnold reviewed the project objectives and scope, strategy and approach, program and design, the results, and recommendations and suggested next steps.



Compensation Study Results & Recommendations

Board of Directors Meeting
June 28, 2023

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



Agenda



Project Objectives

Objectives

Comprehensive compensation study to support SPSA's ability to attract and retain key talent.

- Align pay program with SPSA's strategy and goals
- Provide a competitive market analysis in comparison to industry, comparable sized organizations & peer group member communities
- Attainable, fiscally responsible & sustainable for many years



Project Scope

Positions Included

- Staff, Manager and Director job levels

Total Rewards Philosophy Discussion

- To align pay program with SPSA's goals, objectives, define labor market & level of pay competitiveness

Published Compensation Data Review

Peer Group Compensation Review

- 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

Employee Pay Analysis & Cost Model



Compensation Program Design

Defining the Competitive Labor Market

Competitive Labor Market	
Industry:	Solid Waste Landfill & Public Sector
Revenue:	\$52 Million
Employees:	Approximately 135
Geography:	Chesapeake & Southeastern VA
Peer Group Member Communities:	Small & Large Local Cities & Counties



Chesapeake, VA Cost of Labor:

- 98.2% U.S. National Average
- 88.6% Mid Atlantic
- 94.4% Virginia



Market Pricing Report Example

Base Salary Analysis

Job Title	Organizational Information				Market Composite			
	Primary Job Code	Secondary Job Code	Revenue	Location	Base Pay	Total Cash	25th	75th
Heavy Equipment Operator	8520	8520	\$52.0M	Chesapeake, VA	\$42.1	\$51.1	\$42.1	\$51.1

Survey Job Title	Survey Information			Survey Data			Total Cash	
	Survey Job Code	Job Count	Survey Weighting	Base Pay	25th	75th		
Equipment Operator - Heavy	10200	National Data	100	0.00	\$43.9	\$49.9	\$43.9	\$49.9
		Market Match	1.00					
		National Data	25	0.00	\$50.4	\$57.9	\$50.4	\$57.9
		Market Match	1.00					
		National Data	15	0.00	\$52.0	\$59.9	\$52.0	\$59.9
		Market Match	1.00					
		Market Match	1.00		\$42.1	\$51.1	\$42.1	\$51.1



Peer Group Analysis Example

Salary Range Analysis

SPSA Job Title	SPSA Department/Family	Pay Grade	Minimum	Pay Range Midpoint	Maximum
Heavy Equipment Operator	Transfer Stations	5	\$36,788	\$45,987	\$55,186

Peer Group Pay Range Analysis					
Peer Organization	Peer Organization Job Title	Pay Grade	Minimum	Midpoint	Maximum
City of Chesapeake	Equipment Operator II	GE07	\$41,948	\$54,532	\$67,116
City of Newark	Motor Equipment Operator II	108	\$36,410	\$44,270	\$53,129
City of Norfolk Public Works Dept.	Equipment Operator II	7	\$37,440	\$49,234	\$61,027
City of Portsmouth	Equipment Operator II	20	\$36,632	\$53,903	\$69,556
City of Suffolk	Heavy Equipment Operator	207	\$39,891	\$51,320	\$62,748
City of Virginia Beach	Heavy Equipment Operator	0.20	\$43,144	\$55,008	\$66,873
Isle of Wight County	Heavy Equipment Operator I	106	\$31,856	\$41,867	\$51,879
Souhampton County	Utility System Operator II	22	\$33,536	\$42,758	\$51,981
Average			\$37,482	\$49,112	\$60,639
Comparison of SPSA Pay Range to Peer Group Average			98.1%	93.0%	91.2%

Jobs with Greatest Market Pay Gap

Staff

6/20/2023	Job Title	Current Grade	Market Rate / Midpoint Analysis		Pay Grade Increase (green)	
			1. Published Reports Analysis	2. Peer Group Analysis July 1, 2023		
			Peer Group Pay Ranges Analysis	Recommended SPSA Pay Grade Midpoint	Recommended Grade	
	Solid Waste Assistant	2	\$38,600	\$40,205	\$40,600	3
	Environmental Technician	3	\$47,600	\$42,902	\$44,700	4
	Mechanics Helper	2	\$45,500	\$43,761	\$44,700	4
	Storeroom Keeper	3	\$41,800	\$42,225	\$44,700	4
	Landfill & Environmental Support Specialist	4	\$49,500	\$44,323	\$49,200	5
	Heavy Equipment Operator	5	\$59,100	\$49,112	\$54,100	6
	Senior Heavy Equipment Operator	6	\$64,700	\$53,431	\$60,900	7
	Environmental Coordinator	7	\$64,400	\$68,166	\$68,500	8
	IT Support Specialist	7	\$73,500	\$61,057	\$68,500	8
	Scalehouse Supervisor	7	\$61,700	\$61,272	\$68,500	8
	Tire Shredder Supervisor	7	\$64,500	\$64,343	\$68,500	8
	Landfill Engineering Technician	8	\$75,300	\$61,625	\$77,100	9
	Senior Accountant	9	\$80,500	\$69,863	\$86,700	10

Jobs with Greatest Market Pay Gap

Management

6/20/2023	Job Title	Current Grade	Market Rate / Midpoint Analysis		Pay Grade Increase (green)	
			1. Published Reports Analysis	2. Peer Group Analysis July 1, 2023		
			Peer Group Pay Ranges Analysis	Recommended SPSA Pay Grade Midpoint	Recommended Grade	
	Environmental Manager	10	\$102,100	\$93,688	\$99,700	11
	Fleet Manager	10	\$101,700	\$94,037	\$99,700	11
	Heavy Equipment Manager	10	\$97,400	\$92,382	\$99,700	11
	Human Resources Manager	10	\$106,600	\$90,963	\$99,700	11
	Information Technology Manager	10	\$114,200	\$97,745	\$99,700	11
	Safety & Risk Manager	10	\$104,600	\$93,119	\$99,700	11
	Transportation Operations Manager	10	\$103,000	\$84,657	\$99,700	11
	Director of Administration	11	\$155,900	\$132,678	\$143,500	13
	Director of Finance	11	\$152,600	\$131,769	\$143,500	13
	Director of Operations	11	\$154,300	\$132,811	\$143,500	13

Management Pay Grades recommendations lean toward public sector peers & acknowledge industry transferrable skill sets.

Pay Structure Design Recommendations

Strategy: To be market competitive within Industry & Peer Member Communities

Southeastern Public Service Authority Pay Plan (Projected) Effective July 1, 2023

Grade	Minimum	Annual Midpoint	Maximum	Midpoint Differential	Range Spread
1	\$26,314.54	\$32,893.04	\$39,471.54	-	50%
2	\$28,945.63	\$36,182.44	\$43,418.71	10.0%	50%
3	\$31,840.35	\$39,800.71	\$47,780.80	10.0%	50%
4	\$35,024.56	\$43,780.89	\$52,537.01	10.0%	50%
5	\$38,787.86	\$48,096.71	\$56,186.01	5.0%	50%
6	\$41,115.62	\$51,396.96	\$61,678.57	11.8%	50%
7	\$51,935.52	\$64,922.65	\$77,909.50	26.3%	50%
8	\$55,571.01	\$69,467.27	\$83,363.27	7.0%	50%
9	\$60,016.68	\$76,413.87	\$90,032.36	10.0%	50%
10	\$66,018.36	\$84,055.25	\$99,035.60	10.0%	50%
11	\$84,000.00	\$108,000.00	\$124,000.00	28.2%	32%
12	\$132,036.71	\$165,053.84	\$198,071.18	-	50%

Recommendations

- Keep general framework
- Build out 2 more pay grades for consistent job levels
- Relatively minimal overall structure movement

Midpoint Progression = % distance from one Midpoint to the next
Range Spread = % distance between Minimum and Maximum

Compensation Program Design

Recommended Pay Grades & Ranges

Recommended 2023 Annual Salary Structure						
Grade	Minimum	1 st /2 nd Quartile	Midpoint	3 rd /4 th Quartile	Maximum	Midpoint % Change
1	\$26,800	\$30,200	\$33,500	\$36,900	\$40,200	10.1%
2	\$29,500	\$33,200	\$36,900	\$40,600	\$44,300	10.2%
3	\$32,500	\$36,600	\$40,600	\$44,700	\$48,800	10.2%
4	\$36,800	\$40,300	\$44,700	\$49,200	\$53,700	10.2%
5	\$39,400	\$44,300	\$49,200	\$54,200	\$59,100	10.7%
6	\$43,300	\$48,700	\$54,100	\$59,600	\$65,000	10.5%
7	\$48,700	\$54,800	\$60,900	\$67,000	\$73,100	12.5%
8	\$54,800	\$61,700	\$68,500	\$75,400	\$82,200	12.5%
9	\$61,700	\$69,400	\$77,100	\$84,900	\$92,600	12.8%
10	\$69,400	\$78,100	\$86,700	\$95,400	\$104,100	12.5%
11	\$78,800	\$88,800	\$99,700	\$109,700	\$119,700	15.0%
12	\$96,700	\$107,700	\$119,600	\$131,600	\$143,600	20.0%
13	\$114,800	\$128,200	\$143,500	\$157,900	\$172,200	20.0%
14	\$137,800	\$155,000	\$172,200	\$189,500	\$206,700	20.0%

Midpoint Progression = % distance from one Midpoint to the next
Range Spread = % distance between Minimum and Maximum

Compensation Analysis Results

How Competitive is Employee Pay?

Position Group	Market Ratio	Competitive Level
Accounting	87.0%	Low
Environmental	83.5%	Low
Executive Office	83.5%	Low
Fleet Maintenance	93.5%	Competitive
Human Resources	81.4%	Low
Information Technology	66.4%	Low
Regional Landfill	80.2%	Low
Safety	67.2%	Low
Scalehouse Operations	89.2%	Competitive
Tire Processing Facility	72.5%	Low
Transfer Stations	77.7%	Low
Transportation	87.6%	Low
Overall	83.5%	Low

Salaries within (+/-) 10% of the market rate are relatively competitive.

Compensation Analysis Cost Summary

Step	Strategy	# Employees	Salary Cost
1	Annual Increase (July 1)	135	\$328,118 <i>Modeled at 5%</i>
Compensation Study Market Adjustments			
2	Adjust to New Pay Range Minimum	44	\$123,930 1.9%
3	Adjust within Pay Range Based on Years in Position	35	\$186,642 2.8%
4	Final Pay Adjustments reviewed and approved by Management		
Total in addition to Annual Increase:			\$310,572 4.6%

Implementation Strategy: Can decide to fund all adjustments at one time, or over multiple years.

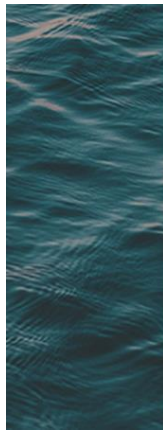
Recommendations & Next Steps

Keeping the Pay Program Sustainable

- Recommended Structure Movement Each Year
- Ongoing Compensation Consulting Support
 - New Position Evaluation
- Pay Study Update Recommended in 2 to 3 Years

Next Steps

- Benefits Program Analysis
- Job Description Updates & Site Visits
- Compensation Administration Guidelines
- Manager Communication & Training



Q&A

May I answer any questions?

NEWPORT
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Thank you

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NEWPORT
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There was extensive discussion on the value of peer group salary data and private industry data and how SPSA needs to remain competitive in both markets without outpricing its member communities. There were a number of ideas suggested on how to balance remaining competitive within practical parameters. It was determined that Ms. Arnold and SPSA staff would take the substantial feedback presented by the Board, address those concerns, and bring back a new proposal.

11. WRITTEN REPORTS

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

12. CLOSED SESSION

Chairman Baugh informed those present there was a closed session on the agenda for discussion about the WIN Waste contract. Chairman Baugh announced that only Board Members, SPSA executive staff (Dennis Bagley, Tressa Preston, Henry Strickland, and Sandy Schreiber), and legal counsel (Brett Spain 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 (a) Virginia Code Section 2.2-3711(A)(29) for the purpose of considering the negotiation and award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and (b) Virginia Code Section 2.2-3711(A)(8) for the purpose of consulting with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Broad moved, seconded by Ms. Jarratt, 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 11:41 a.m.

Once back in open session at 11:52 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. Leahy moved, seconded by Ms. Graham-Williams, 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.

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 11:53 a.m.

Dennis L. Bagley
Executive Director

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

6. Executive Director Updates

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – May 17, 2023

Landfill Operational Summary

SPSA Regional Landfill Operational Summary			KEY:		
Period	June 1, 2023 June 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	55,462		
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	13,575		
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	430,987		From 6/1 to 6/30
4.5.1.1	Cell V, Sumps 1-4	x gallons	312,324		From 6/1 to 6/30
4.5.1.2	Cell VI, Sumps 5-8	x gallons	361,923		From 6/1 to 6/30
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	730,224		From 6/1 to 6/30
4.5.3	Disposal costs in period: \$		17,089		From 6/1 to 6/30
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 6/1 to 6/30

Acronym Definitions

ACOE- Army Corps Of Engineers **AUF**- Airspace Utilization Factor **BOD**- Biological Oxygen Demand **CAP**- Corrective Action Plan
COD- Chemical Oxygen Demand **CSC**- 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
May 17, 2023

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 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, 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 April 19, 2023.

Mr. Keifer moved, seconded by Ms. Raulston, to approve the minutes of April 19, 2023. The motion was adopted by a unanimous vote in favor.

2. Prep for the Annual Meeting

Chairman Baugh reminded the Committee that the May Board Meeting is the time at which he will appoint a Nominating Committee to recommend a slate of candidates to propose for nomination to serve as officers of the Board of Directors for fiscal year 2024. It was confirmed that the Bylaws indicate that this Committee will have at least three members. The Committee will make their recommendations at the June Board Meeting and the Board will vote at the Annual Meeting in July.

Additionally, Chairman Baugh tasked Vice-Chair Raulston with seeking feedback from the Board about the past year's efficiency initiatives and suggestions for possible future endeavors to better utilize Board Members' time. Ms. Raulston explained that she and Ms. Preston had developed a survey asking Board Members to share their thoughts on the effectiveness of current practices and preferences for changes. That survey was distributed to the Committee and would be given to the full Board both as a hard copy at the meeting and electronically afterward. The results would be discussed at the following Executive Committee Meeting. The immediate discussion included overall satisfaction with the changes implemented over the past year and the suggestion to consider a consent agenda in the future.

3. Executive Director Updates

- a) Upcoming Board Meeting New Agenda Items

Mr. Bagley informed the Committee that he will be making another presentation on the Fiscal Year 2024 Budget at the May Board Meeting. This presentation will be briefer, as the initial presentation took place in March, but as operational needs have become more solidified internal allocations can now be specified and the full Budget completed. Mr. Bagley will also present modifications to the Strategic Operating Plan (SOP). Historically the SOP has been included in the budget document, but because the Board can elect to modify the SOP at any time with a 75% majority vote, and

considering the likelihood for necessary updates once negotiations with WIN Waste are completed, the SOP has been separated as a stand-alone document. The Board will have the month to review both documents and ask questions before being asked to vote for approval.

The Flyover Oversight Committee met on May 1, 2023, reviewed drawings together and went over right of way purchases. The project remains on schedule and on budget, though initial savings realized early in the project have since been depleted. It was confirmed that the projected completion date for the project is May 29, 2026. The project is anticipated to reach 99% biddability in August and VDOT is scheduled to present the Board of Directors with an update at their September Board Meeting. Mr. Bagley reported that there has been significant progress in legal discussions with WIN Waste, which would be discussed in closed session.

b) Ongoing Update Items

The consulting parties on the Environmental Impact Statement (EIS) returned their extensive comments to the Army Corps of Engineers and staff met with the Corps to discuss how best to address their concerns. Many could be addressed with previous data, but the chief concern for which there was no current remedy was “cumulative impacts.” The consulting parties attest, with supporting regulatory precedent, that not only must SPSA address impacting the specific wetland acreage affected in proposed Cells VIII and IX, but that previous and future impacts to the watershed are relevant, including and especially proposed future Cells X, XI, and XII included in the widely published SPSA Master Plan. Further discussion of this topic would take place in closed session.

The Joint Permit Application for expansion into Cells VIII and IX is close to being ready to file and consultants had given that afternoon as an anticipated date of completion. The public meeting for the Part A Solid Waste Permit for Cells VIII and IX was scheduled to take place the following day to complete the last portion of the public comment process and once completed, the permit will be filed in total on May 19, 2023.

The site plan required for the Leachate Evaporator is in progress with the City of Suffolk. An initial review has taken place and a face-to-face meeting with SPSA staff and Suffolk’s engineering department is scheduled to clarify lingering misunderstandings. The DEQ permitting process is moving faster than initially anticipated as the emissions impacts are only coming from the evaporator itself, not Solenis, as DEQ originally presumed, which means that all that is required is a minor modification. Mr. Bagley reported that DEQ just approved a similar project in Northern Virginia, and it is likely that other landfills will be moving toward this technology. He anticipates 90 days until permit approval from DEQ and, conservatively, 6 months until the leachate evaporator is fully operational.

The Renewable Natural Gas facility is all but complete. All that remains is final utility work, such as wiring for electricity and gas work. It was suggested that once the facility is operational, an Executive Committee Meeting should be held at the Regional Landfill so that the Committee can tour the facility and see how impressive it is.

Completion and approval of the Regional Solid Waste Management Plan continues to be a roadblock for SPSA, particularly as permit applications for expansion accelerate. The HRPDC is the planning agency and SPSA provides information and funding for the plan, but staffing and bureaucratic challenges have caused delays that have now stretched into years. Mr. Bagley briefed the Committee on specific obstacles and

asked for guidance on how best to move forward. Mr. Keaton provided his insights based on his prior work at the HRPDC, and the Committee discussed options for moving forward. Staff has a meeting with new HRPDC staff scheduled for the following week and will report back on progress.

c) June Board Meeting Agenda

At the June Board Meeting the Board will be asked to vote to approve the Fiscal Year 2024 Budget and adopt a resolution approving the new Strategic Operating Plan that will be reviewed in May. Renewal contracts and new procurement will also be brought to Board for review and approval.

4. Closed Session

Motion to Approve Request for Closed Meeting.

Chairman Baugh read the following closed session motion:

I move that a closed session be held for discussions regarding (a) 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.

Mr. Leahy moved, seconded by Mr. Keaton, to approve the closed session motion as read. The motion was adopted by a unanimous roll call vote in favor. Board Members, SPSA staff, and counsel referenced above attended the closed session. The closed session began at 10:36 a.m. and Mr. Keaton left the meeting at 11:08 a.m.

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 the certification as read. The motion was adopted by a unanimous roll call vote in favor by all members present.

5. Meeting Adjourned at 12:00 p.m.

7. Contracts

Volvo L120H Wheel Loader

This Volvo L120H Wheel Loader, used at Chesapeake Transfer Station, is scheduled for FY24 Capital Replacement. Staff considered multiple options of this unit, including delivery and in-service availability, deciding on the Volvo Manufacturer, in turn allowing SPSA to realize a cost savings for this FY24 Capital Replacement purchase.

Sourcewell Contract: 032119-VCE

Budgeted: \$620,000

Cost: \$454,981

Vendor: McClung Logan Eq. Company, LLC

RECOMMENDATION: Authorize the Executive Director to award a contract to McClung-Logan Equipment Company for a Volvo Wheel Loader, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to McClung-Logan Equipment Company for a Volvo Wheel Loader, as presented?

Caterpillar 926M Wheel Loader

This is a Sourcewell Contract for a wheel loader to be used by the Environmental Department. This procurement is part of the FY 24 Capital Replacement Plan. It has been determined by SPSA staff that with the process changes to HHW and E-Waste collections and sorting a larger machine is necessary. Savings from purchase of FY24 Volvo L120H for Chesapeake Transfer Station will be used to off-set the cost differential of FY24 Capital Budget.

Sourcewell Contract: 032119-CAT

Budgeted: \$237,980.00

Cost: \$345,290.71

Vendor: Carter Machinery

RECOMMENDATION: Authorize the Executive Director to award a contract to Carter Machinery for a Caterpillar Wheel Loader, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to Carter Machinery for a Caterpillar Wheel Loader, as presented?

Caterpillar 836H Compactor Cat Certified Rebuild

This is for a Cat Certified Rebuild of compactor unit number 1821 used on the Regional Landfill. SPSA staff along with a Carter Machinery representative have previously presented to the Board the benefits of refurbishing Caterpillar equipment. The Cat Certified Rebuild Program returns our end-of-life machines, systems and components to like-new condition at a reduced cost versus buying new unit. A factory warranty of 3 years or 5,000 hours accompanies this purchase.

Sourcewell Contract: 032119-CAT

Budgeted: \$692,000

Cost: \$692,000

Vendor: Carter Machinery

RECOMMENDATION: Authorize the Executive Director to award a contract to Carter Machinery for the Compactor Cat Certified Rebuild, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to Carter Machinery for the Compactor Cat Certified Rebuild, as presented?

Caterpillar 972H HL Wheel Loader Cat Certified Rebuild

This contract is for a Cat Certified Rebuild of compactor unit number 1667 used at the Norfolk Transfer Station. SPSA staff along with a Carter Machinery representative have previously presented to the Board the benefits of refurbishing Caterpillar equipment. The Cat Certified Rebuild Program returns our end-of-life machines, systems and components to like-new condition at a reduced cost versus buying new unit. A factory warranty of 3 years or 5,000 hours accompanies this purchase.

Sourcewell Contract: 032119-CAT

Budgeted: \$327,500.00

Cost: \$327,387.96

Vendor: Carter Machinery

RECOMMENDATION: Authorize the Executive Director to award a contract to Carter Machinery for the Wheel Loader Cat Certified Rebuild, as presented.

MOTION: Do I hear a motion to authorize the Executive Director to award a contract to Carter Machinery for the Wheel Loader Cat Certified Rebuild, as presented?

8. Classification and Compensation Study Presentation

Ms. Kerri Arnold of the Newport Group will make an updated presentation to the Board based on feedback received at the June 28, 2023 Board of Director's Meeting. This presentation will be supplemented with research from staff and recommendations on next steps which the Board may consider.

9. Financial Report (written only)

Statement of Revenue and Expenses – Budget to Actual Comparison

All financial information reported for June 2023 is preliminary as we finalize our financial information for the fiscal year. For the month ending June 30, 2023, total expenses exceeded total revenue by approximately \$256 thousand. Year to date net revenue is \$4.0 million.

Tipping fee revenue received in June reflects a decrease of 2.3% or approximately \$109 thousand as compared to June 2022.

Total expenses for the month ending June 30, 2023 were approximately \$7.7 million as compared to \$5.4 million incurred in June of the previous fiscal year. The increase in expenses in the current year can be attributed to the purchase of the Nahra property, which closed on June 5th.

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.

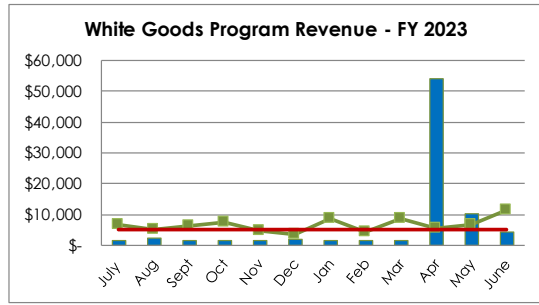
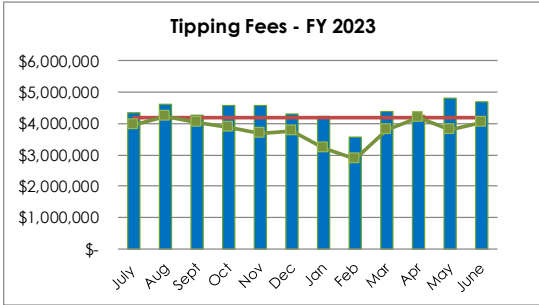
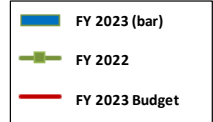
Waste Stream Report

This report has been developed to provide the status of tonnages received as compared to the amounts budgeted. For the month ending June 30, 2023, municipal waste tonnages remained consistent with June 2022 tonnages, with an increase of only 16 tons. Year to date through June 30, 2023, Municipal tonnages have increased 3.3% compared to the previous fiscal year.

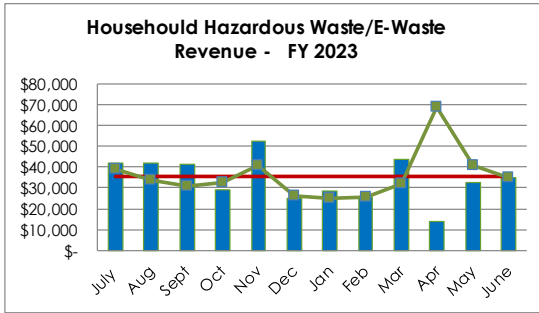
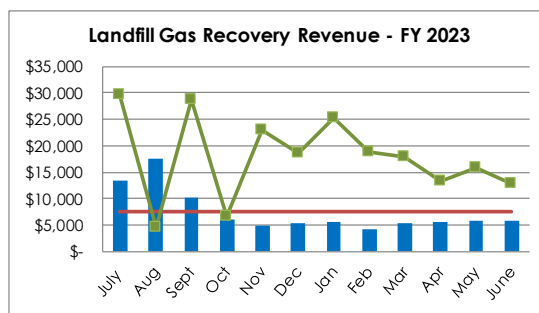
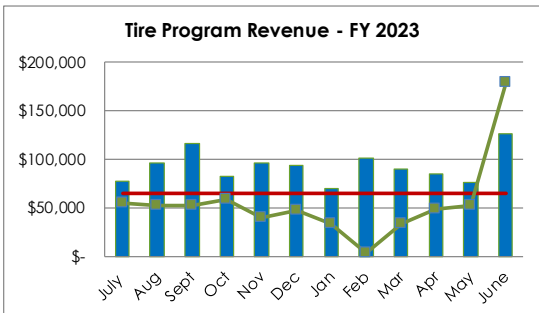
Treasurer's Report of Cash Balances

This report captures the monthly activity in each of the depository accounts grouped as either unrestricted and designated funds or trust funds. As of June 30, 2023 cash balances were approximately \$52.7 million representing approximately \$196 thousand in operating funds, \$6.8 million in undesignated fund balance, \$899 thousand reserved for the Leachate Evaporation System, \$120 thousand for Landfill Expansion Purchase Orders, \$20.4 million designated for landfill closure and \$23.8 million for landfill expansion and flyover.

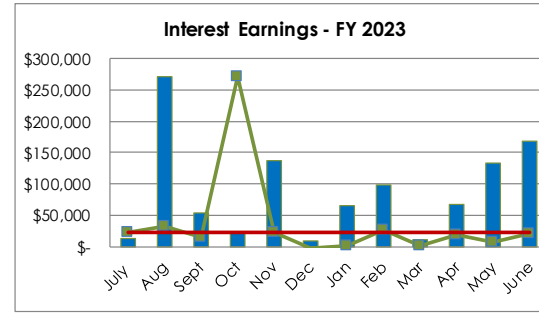
**Southeastern Public Service Authority
Monthly Comparison of Revenues and Expenses**



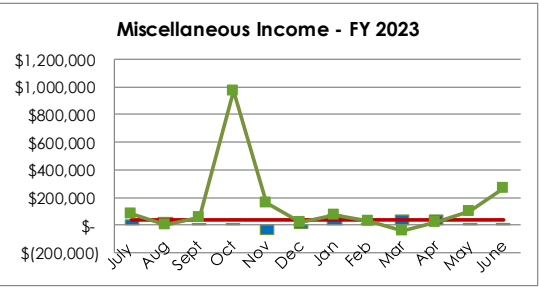
* Monthly revenue is dependent on users.

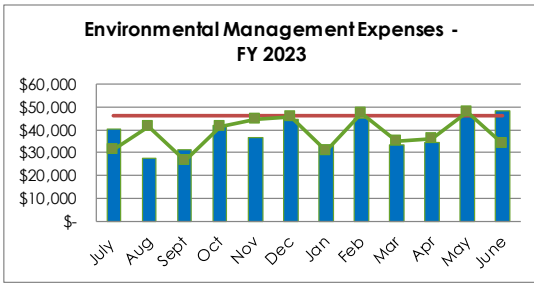
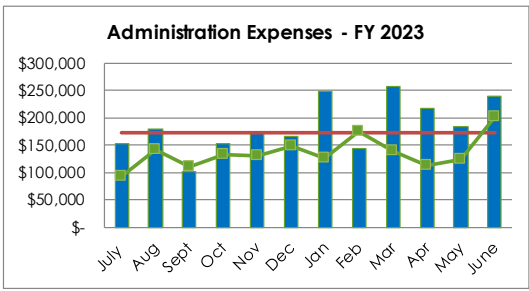
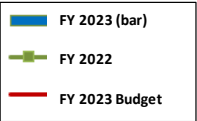


* Monthly revenue is dependent on users.

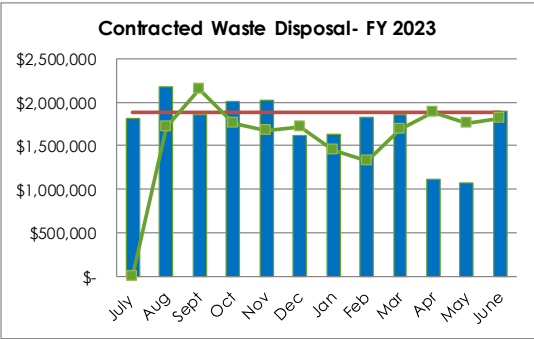
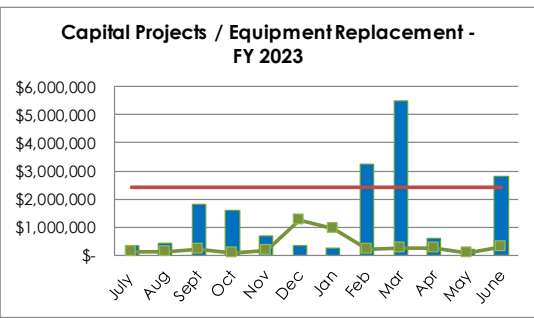
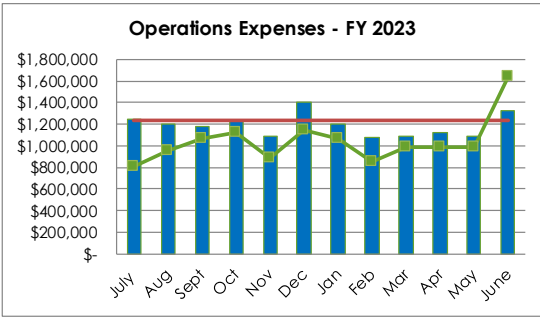


Interest payments vary based on investment date and maturity date.





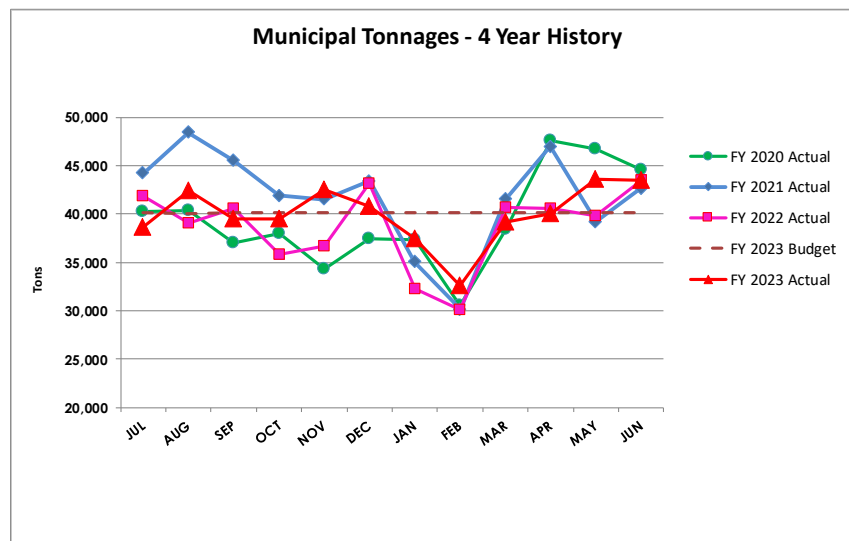
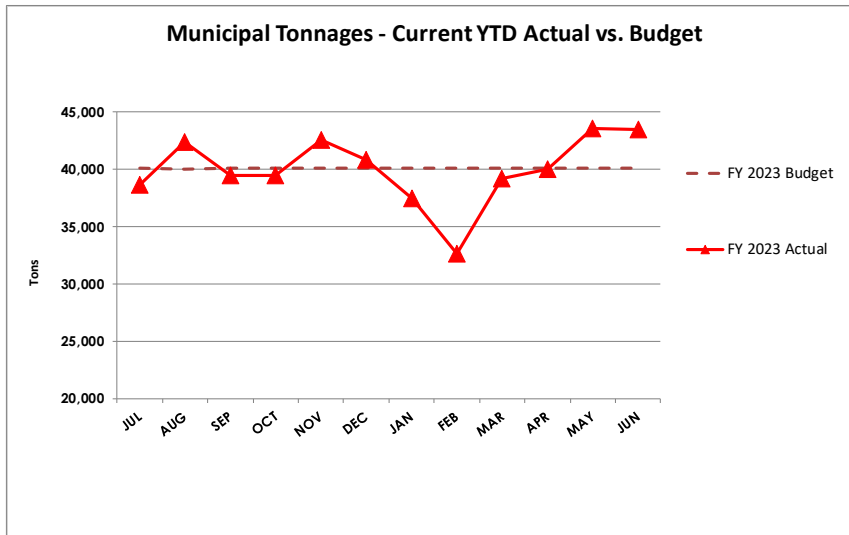
*Legal fees



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 6/30/2023	% of Budget
Waste Stream Budgeted under Tipping Fees						
Municipal Waste						
Chesapeake	112,154	114,806	108,633	110,000	121,603	110.5%
Franklin	3,276	3,499	3,952	3,300	3,880	117.6%
Isle of Wight	17,102	17,839	16,561	18,000	16,109	89.5%
Norfolk	92,423	89,209	77,291	89,000	77,518	87.1%
Portsmouth	43,829	46,339	43,584	42,000	42,283	100.7%
Southampton	9,881	10,033	9,972	10,800	9,939	92.0%
Suffolk	46,614	49,639	47,185	51,200	46,106	90.1%
Virginia Beach	147,250	169,097	157,055	157,550	162,394	103.1%
Residential (Free of Charge)	-	-	-	-	-	N/A
Total Municipal Waste	472,529	500,461	464,233	481,850	479,832	99.6%
Sludge - Norfolk	4,725	4,695	6,352	5,500	7,325	133.2%
Navy Waste	24,974	26,176	23,128	25,500	23,915	93.8%
SPSA Contracted Waste	130,777	134,044	165,485	160,000	204,616	127.9%
Construction & Demolition Debris	9,312	6,514	8,074	9,000	8,769	97.4%
Non-Contract Waste	39,588	46,616	77,909	58,000	63,449	109.4%
Total Other Waste	209,377	218,045	280,948	258,000	308,074	119.4%
Total Waste Stream	681,906	718,506	745,181	739,850	787,906	106.5%

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



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

Types of Waste (tons)	FYTD	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	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	FY 2023	FY 2023
Construction and Demolition Debris	8,075	664	630	711	666	681	553	723	617	891	691	959	983	8,769
Water Treatment Plant Sludge	6,352	659	673	605	609	570	540	574	559	579	584	731	641	7,324
Industrial Waste	75	10	-	-	-	19	1	17	-	6	14	-	14	81
Fines C&D	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Soils for Use as Alternate Daily Cover	4,294	255	530	674	370	521	310	623	359	544	595	365	410	5,556
Brick & Block	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Clean Fill	27,887	1,335	48	-	-	804	3,365	1,030	1,206	635	763	891	830	10,907
Peanut Residue/Hulls	4,046	303	220	497	330	233	217	315	364	397	246	159	67	3,348
Non-Processible Municipal Solid Waste	1,275	138	164	201	157	97	50	64	29	79	62	29	70	1,140
Navy Waste ²	216	41	38	46	19	27	58	2	4	16	249	65	81	646
Contract Processible Waste	5	-	-	-	20	-	15	52	71	52	37	124	94	465
Non-Processible Commercial Waste ²	1,941	215	331	227	324	198	223	402	410	369	327	494	399	3,919
Non Contract/Non Municipal	-	-	-	-	4	-	6	4	8	1	16	24	13	76
Concrete/Asphalt	29	-	-	-	9	-	-	-	-	-	-	-	-	9
Shredded Tires	7,175	785	1,028	740	899	685	832	827	725	681	690	600	1,151	9,643
Ash - Qualifying	129,761	6,225	9,039	12,006	19,318	17,324	12,994	8,523	5,317	11,197	7,584	11,634	11,185	132,346
Non-Qualifying Ash	26,227	1,299	1,888	718	2,398	2,472	1,549	2,071	718	1,761	1,118	704	919	17,615
Non Processible Waste (from Tst Stations)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSW from FIS, IWTS, STS	86,232	5,361	6,042	5,742	5,940	6,317	6,071	5,981	5,053	6,232	6,880	7,925	8,035	75,579
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	4,631	11,813	63,733
Residual Waste - Clearfield	569	95	95	95	85	76	47	76	113	529	170	38	-	1,419
Diverted Processible Waste (from Tst Stations)	9,803	5,829	2,593	2,292	2,268	3,018	9,942	9,006	575	2,768	4,157	10,700	18,830	71,978
Total	367,732	27,580	27,968	29,714	36,591	37,918	41,026	33,409	25,295	30,101	29,343	40,073	55,535	414,553

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 June 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	\$ 5,428,905.89	\$ 4,435,324.16	\$ -	\$ 7,511,792.97	\$ 880,969.28	\$ 1,471,467.80
Townebank Money Market	764.20	-	-	-	-	764.20
Townebank CD	3,185,549.02	-	-	-	-	3,185,549.02
Virginia Investment Pool (VIP)	6,076,242.40	1,954,000.00	31,596.96	-	-	8,061,839.36
Raymond James & Associates Investments	40,007,606.11	9,436.44	-	-	-	40,017,042.55
Total Unrestricted and Designated Funds	\$ 54,699,067.62	\$ 6,398,760.60	\$ 31,596.96	\$ 7,511,792.97	\$ 880,969.28	\$ 52,736,662.93
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 485,218.45	-	1,973.46	-	-	487,191.91
Environmental / Regional Landfill	\$ 493,703.63	3,000.00	2,001.89	-	-	498,705.52
Total Trust Funds	\$ 978,922.08	\$ 3,000.00	\$ 3,975.35	\$ -	\$ -	\$ 985,897.43
GRAND TOTAL	\$ 55,677,989.70	\$ 6,401,760.60	\$ 35,572.31	\$ 7,511,792.97	\$ 880,969.28	\$ 53,722,560.36
Cash Balances Designated as follows:						
Operating Funds	\$ 196,983					
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)	\$ 120,031					
Reserve for Landfill Closure (as of June 30, 2022)	\$ 20,454,609					
Reserve for Landfill Expansion and Flyover	\$ 23,826,589					
Total Designated Funds	\$ 52,736,663					

(equivalent to 2 months operating expenses)

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

Department	Object	Description	Transfer In	Transfer Out
Franklin TS	56210	Vehicle/Equipment DEF	\$ 194.87	
Franklin TS	56140	Other Operating Supplies		\$ 194.87
Oceana TS	53401	Equipment Maintenance-Service	\$ 388.00	
Oceana TS	53400	Equipment Maintenance-Parts		\$ 388.00
Fleet	56110	Dues & Subscriptions	\$ 28,753.00	
Administration	53401	Professional Services		\$ 9,753.00
ROB	53410	Maintenance Service Agreements		\$ 19,000.00
Landstown TS	53400	Equipment Maintenance-Parts	\$ 1,000.00	
Landstown TS	53401	Equipment Maintenance-Service	\$ 3,000.00	
Landstown TS	55100	Electricity		\$ 4,000.00
Franklin TS	53400	Equipment Maintenance-Parts	\$ 2,000.00	
Isle of Wight TS	53401	Equipment Maintenance-Service		\$ 2,000.00
Landfill	53400	Equipment Maintenance-Parts	\$ 20,000.00	
Landfill	53401	Equipment Maintenance-Service		\$ 20,000.00
Environmental	53170	Fire Protection	\$ 3,840.00	
Environmental	53330	Hazardous Waste Disposal		\$ 3,840.00
Chesapeake TS	56140	Other Operating Supplies	\$ 1,000.00	
Chesapeake TS	53410	Building/Site Maintenance		\$ 1,000.00
Chesapeake TS	56210	Vehicle/Equipment DEF	\$ 50.00	
Chesapeake TS	53410	Building/Site Maintenance		\$ 50.00
Landfill	53120	Security Service	\$ 8,000.00	
Landfill	55220	Radio Communication & Repair		\$ 1,000.00
Landfill	55150	Leachate Treatment		\$ 4,603.50
Landfill	55400	Equipment Rental		\$ 2,396.50
Franklin TS	53410	Building/Site Maintenance	\$ 4,800.00	
Isle of Wight TS	53410	Building/Site Maintenance		\$ 4,800.00
Oceana TS	56210	Vehicle/Equipment DEF	\$ 500.00	
Oceana TS	53410	Building/Site Maintenance		\$ 500.00
Franklin TS	53400	Equipment Maintenance-Parts	\$ 1,000.00	
Franklin TS	53401	Equipment Maintenance-Service		\$ 1,000.00
Administration	55510	Travel and Training	\$ 729.00	
Administration	53600	Advertising		\$ 498.00
Administration	53130	Professional Services		\$ 231.00
Landstown TS	56100	Office Supplies	\$ 100.00	
Landstown TS	62399	Building/Site Maintenance		\$ 100.00
Franklin TS	53400	Equipment Maintenance-Parts	\$ 594.52	
Franklin TS	53401	Equipment Maintenance-Service		\$ 535.51
Franklin TS	56100	Office Supplies		\$ 59.01
Landfill	53160	Environmental Testing	\$ 353.13	
Landfill	56410	Small Equipment	\$ 4,381.00	
Landfill	53410	Building/Site Maintenance		\$ 1,300.00
Landfill	56140	Other Operating Supplies		\$ 1,081.00
Landfill	56410	Engineering Services		\$ 2,000.00
Landfill	53160	Environmental Testing		\$ 353.13
Capital	62308	OTS - Drop and Hook Paving	\$ 14,672.00	
Capital	62399	Undesignated	\$ 6,528.00	
Capital	62319	RLF - Light Towers		\$ 21,200.00
Norfolk TS	53402	Equipment Maintenance-Scales	\$ 1,294.34	
Norfolk TS	53401	Equipment Maintenance-Service		\$ 1,294.34
Capital	62399	Undesignated	\$ 367.50	
Capital	62313	NTS-Automated Scales		\$ 367.50
Landstown TS	53401	Equipment Maintenance-Service	\$ 273.18	
Landstown TS	53400	Equipment Maintenance-Parts		\$ 273.18

Chesapeake TS	55130	Water	\$	800.00	
Chesapeake TS	55100	Electricity			\$ 800.00
Chesapeake TS	53401	Equipment Maintenance-Service	\$	1,200.00	
Chesapeake TS	53410	Building/Site Maintenance			\$ 1,200.00
Tire Shredder	55100	Electricity	\$	750.00	
Tire Shredder	53410	Building/Site Maintenance			\$ 750.00
RLF Shop	55100	Electricity	\$	1,640.26	
RLF Shop	56110	Dues & Subscriptions			\$ 651.00
RLF Shop	53400	Equipment Maintenance-Parts			\$ 989.26
Landfill	56210	Vehicle/Equipment DEF	\$	374.09	
Landfill	53400	Equipment Maintenance-Parts			\$ 374.09
Transportation	56210	Vehicle/Equipment DEF	\$	320.88	
Transportation	55700	Toll Roads			\$ 320.88
Oceana TS	53400	Equipment Maintenance-Parts	\$	1,794.07	
Oceana TS	53410	Building/Site Maintenance			\$ 1,794.07
Landstown TS	56140	Other Operating Supplies	\$	400.00	
Landstown TS	53410	Building/Site Maintenance			\$ 400.00
Administration	53130	Professional Services	\$	8,119.00	
Landfill	53140	Engineering Services			\$ 8,119.00
Landfill	56100	Office Supplies	\$	780.00	
Landfill	53160	Environmental Testing	\$	3,000.00	
Landfill	53410	Building/Site Maintenance			\$ 3,780.00
Capital	62330	HHW Station	\$	28,000.00	
Capital	62329	IOW Scalehouse Office	\$	28,000.00	
Capital	62399	Undesignated			\$ 56,000.00
Norfolk TS	53170	Fire Protection	\$	284.00	
Norfolk TS	56300	Safety Apparel & Equipment			\$ 284.00
RLF Shop	55100	Electricity	\$	650.00	
RLF Shop	56410	Small Equipment			\$ 650.00
Franklin TS	53400	Equipment Maintenance-Parts	\$	47.27	
Franklin TS	56140	Other Operating Supplies			\$ 47.27
Suffolk TS	53210	Uniform Rental	\$	16.20	
Suffolk TS	56140	Other Operating Supplies			\$ 16.20
Franklin TS	53210	Uniform Rental	\$	32.00	
Franklin TS	53320	Grounds Maintenance			\$ 32.00
Landfill	53160	Environmental Testing	\$	1,363.00	
Landfill	56110	Dues & Subscriptions			\$ 1,363.00
Fleet	56410	Small Equipment	\$	225.00	
Fleet	56110	Dues & Subscriptions			\$ 225.00
Total			\$	181,614.31	\$ 181,614.31

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

July 14, 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 ACCEPTABLE WASTE (TONS)		THIRD PARTY ACCEPTABLE WASTE (TONS)		OUT-OF-STATE WASTE (TONS) *		OUTSIDE-AREA WASTE (TONS)		TOTAL TONNAGE		RESIDUE DELIVERED TO LANDFILL (TONS)					MW SOLD TO THE GRID (MWHr)
	SPSA ACCEPTABLE WASTE (TONS)	THIRD PARTY ACCEPTABLE WASTE (TONS)	OUT-OF-STATE WASTE (TONS)	THIRD PARTY ACCEPTABLE WASTE (TONS)	OUT-OF-STATE WASTE (TONS)	OUTSIDE-AREA WASTE (TONS)	OUTSIDE-AREA WASTE (TONS)	ALL WASTE ACCEPTED AT RDF (TONS)	NAVY STEAM DELIVERED (K-LBS)	NP REMOVED FROM RDF (TONS)	PROHIBITED WASTE	PROCESSED FORMULA	RESIDUE DELIVERED TO LANDFILL (TONS)	MW SOLD TO THE GRID (MWHr)		
JAN	28,107.19	1,171.76	9.36	1,171.76	9.36	-	29,288.31	51,518	4,140.78	-	26,406.15	10,593.86	3,202			
FEB	31,320.87	2,694.78	-	2,694.78	-	-	34,015.65	53,801	4,609.83	-	26,146.82	6,034.25	4,827			
MAR	33,316.60	1,265.59	40.64	1,265.59	40.64	34,622.83	79,863	3,413.21	-	28,378.47	12,957.81	3,788				
APR	31,910.69	301.26	28.92	301.26	28.92	32,240.87	69,144	2,934.02	-	29,728.51	8,702.69	5,996				
MAY	30,831.58	72.01	42.03	72.01	42.03	30,182.64	64,858	5,875.97	-	25,319.57	12,337.87	4,819				
JUN	30,742.43	21.64	86.15	21.64	86.15	30,551.59	66,741	3,264.76	-	25,437.43	12,103.98	4,163				
JUL																
AUG																
SEP																
OCT																
NOV																
DEC																
YTD TOTAL	186,229.36	5,527.04	207.10	5,527.04	207.10	-	190,901.89	385,925.00	24,238.57	-	161,416.95	62,730.46	26,795.00			

* 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	97.6%	0	71	100.0%	0	0
JUN	98.4%	0	47	100.0%	0	0
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	95.3%	345.00	476.00	100.0%	-	-

WIN Waste Innovations
SUPPLEMENTAL INFORMATION
June 2023

Total Waste received by SPSA:	30,742 tons
Waste delivered to RDF:	30,552 tons
Total RDF processed:	25,437 tons
Residue sent to landfill:	12,104 tons*
Electric power sold:	4,163 MW
Steam sold to Navy:	66,741 K-LBS
Overall Boiler availability:	98%
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 June 2023

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
Storm water Sample(s)
Annual Stack Tests
Quarterly GHG Test
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:

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 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			
June 1 - June 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	In Compliance		No issues during reporting period
1.2	VPDES	Compliance	In Compliance		No issues during reporting period
1.2.1	Solid waste operations	Compliance	In Compliance		No issues during reporting period
1.2.2	Title V	Compliance	In Compliance		No issues during reporting period
2	RDF Tipping Floor Operations				
2.1	Wait Times	<30 min			
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	12,104		
3.2	Percentage of Ash Re-classified	<20%	919		Reclassified was 7.59%
3.3	Percentage of Ash used as ADC	> 80%	11,185		ADC was 92.41%.
3.4	Rejected Loads of Ash	0	0		
4	WTE				
4.1	Boiler Availability	> 90%	98%		
4.2	TG Availability	> 90%	100%		
4.3	Ash Screener Availability	> 95 %	95%		Rental screener on site, repairs underway on our units
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