

SOUTHEASTERN PUBLIC SERVICE AUTHORITY

Board of Directors ~ Regular Meeting*

Regional Board Room

723 Woodlake Drive, Chesapeake, Virginia



Wednesday, August 23, 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/7062043771534355798>. Members of the public may also listen to the SPSA Board Meeting via telephone by dialing toll-free to 1-866-901-6455 and entering access code 991-036-799. 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 August 22, 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 July 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 July 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

July 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 ¹	(CH)	Mr. Earl Sorey	(CH)
Ms. Sheryl Raulston ²	(FR)	Ms. Amanda Jarratt	(FR)
Dr. Dale Baugh	(IW)	Mr. Randy Keaton ³	(IW)
Mr. John Keifer	(NO)	Mr. Richard Broad ⁴	(NO)
Mr. C.W. "Luke" McCoy	(PO)	Ms. Lavonda Graham-Williams ⁵	(PO)
Mr. Tony Parnell	(SH)	Ms. Lynette Lowe	(SH)
Mr. D. Rossen S. Greene	(SU)	Mr. Albert Moor	(SU)
Mr. Thomas Leahy	(VB)	Mr. L.J. Hansen	(VB)

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

Others present at the meeting included Alternate Ex-Officio Members Mr. Michael Etheridge (IW), Mr. Jeremy Kline (VB), Mr. Robert Lewis (SU), Mr. Greg Martin (CH), Mr. Oliver Love, Jr. (NO), 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 July 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.

¹ Mr. Maxwell was absent.

² Ms. Raulston was absent.

³ Mr. Keaton was absent. Mr. Etheridge attended as the voting Ex-Officio member from Isle of Wight County.

⁴ Mr. Broad was absent. Mr. Love attended as the voting Ex-Officio member from the City of Norfolk.

⁵ Ms. Graham-Williams was absent. Ms. Terry-Adumuah attended as the voting Ex-Officio member from Portsmouth.

3. **ANNUAL MEETING**

Chairman Baugh reminded the Board that the July meeting also serves as the Annual meeting and, per the Bylaws, a slate of officers must be elected. He asked Mr. Leahy, Chair of the Nominating Committee, to present.

Mr. Leahy reported that he, Ms. Lowe, and Mr. Moor, the members of the Nominating Committee, proposed the following slate of officers to be voted on at the Annual Board Meeting: Chair, Dale Baugh; Vice Chair, Sheryl Raulston; Treasurer, Sandy Schreiber; and Secretary, Tressa Preston. Mr. Leahy asked if there were any questions or further nominations, but there were none. He also mentioned that, if elected, this would be Dr. Baugh's third consecutive term, which is allowed under SPSA's Bylaws.

Mr. Leahy moved, seconded by Mr. Moor, to approve the slate of officers presented by the Nominating Committee. The motion was adopted by a unanimous vote in favor.

Chairman Baugh made the following Committee appointments: Executive Committee: Sheryl Raulston, Al Moor, Tom Leahy, and Randy Keaton; Audit Committee: Lynette Lowe, Chair, Lavonda Graham-Williams, and Oliver Love, Jr.; Flyover Oversight Committee: Robert Lewis, Chair, Earl Sorey, and L.J. Hansen. He also thanked the Committee members, who he had spoken with before the meeting, for their willingness to serve.

4. **CHAIRMAN'S COMMENTS**

Chairman Baugh thanked the Board for all of their outstanding support. He commented that they have been tremendous partners and that SPSA staff does an excellent job so he is sure that the coming year will be an exciting one as everyone continues to work together for the good of the region. He drew the Board's attention to the tri-fold brochures at their tables which featured location-specific residential waste guidelines. Chairman Baugh explained that the brochures are being distributed at transfer stations as part of staff's ongoing efforts to improve communications and customer service.

5. **APPROVAL OF MINUTES**

The minutes of the June 28, 2023 Board Meeting had been distributed. Chairman Baugh asked if there were any additions or changes and there were none.

Mr. Keifer moved, seconded by Mr. McCoy, to approve the June 28, 2023 minutes of the SPSA Board of Directors, as presented. The motion was adopted by a unanimous vote in favor.

6. **EXECUTIVE DIRECTOR UPDATES**

Mr. Bagley recognized Storeroom Keeper, Dawn Barker, as the SPSA Values in Action Employee of the Month. A team player and problem solver, one of the reasons Ms. Schreiber is especially grateful for all of Ms. Barker's efforts is that she ensures that annual inventory accounting is accurate. Dr. Baugh presented Ms. Barker with a certificate and a lapel pin as tokens of the Board's appreciation.

Regarding the wetlands permitting necessary for planned expansion into Regional Landfill Cells VIII and IX, the process moves forward with the Public Hearing for the City of Suffolk scheduled for later that evening and the one for the Town of Ivor the following night. Mr. Bagley said that if the Informational Meetings are any indication, there will likely be a large and vocal turnout in Ivor. The Public Comment Period for the Environmental Impact

Statement process is scheduled to conclude on August 15, 2023 and then SPSA staff will meet with the Army Corps of Engineers to review the comments. The Corps has estimated that a Record of Decision should be reached by the end of 2023 or the beginning of 2024.

Equipment delivery for the Leachate Evaporator is complete and Suffolk's site plan review has been completed and approved. The Air Permit review is still under way and, due to the complexity of the issue, Mr. Keith Matteson of SCS Engineers was present to update the Board on the progress being made. Mr. Matteson outlined the steps that have been taken, including confirming and resubmitting pollutant emissions calculations for New Source Review (NSR) permitting. Moving forward, DEQ intends to recognize a completed permit application and SCS and SPSA staff have a meeting with DEQ later in the week to discuss next steps for construction of the Leachate Evaporator and the permit application procedure process. Mr. Bagley added that he has received an email that construction can begin, but he is looking forward to getting more clarity from the Tidewater office. He also mentioned that SCS is working with Mr. Bob Dick, who is very experienced in the industry, and is confident that the permitting outcome will be favorable. Matteson and Mr. Bagley offered to answer any questions.

Mr. Leahy asked Mr. Matteson if SCS's pollutant emissions calculations differed in any way from the previous calculations. Mr. Matteson said that they did not. Mr. Leahy also asked where the gas to run the evaporator is going to come from. Mr. Bagley said that SPSA will be buying it, rather than using landfill gas, because the value of landfill gas is so high that it is more cost effective to sell it than use it. Mr. Hansen commented that, in his experience, what staff and consultants are experiencing is typical of getting an air permit in the region. He went on to say that the process is very long and convoluted, but he agrees with everything said and that confidence is very high that SPSA is going to get there. Mr. Keifer commented that he would like to commend the staff for their efforts and persistence in getting this leachate evaporator where it is as an innovative solution to reduce hauling.

Mr. Bagley and staff met with Terreva Renewables, the operator of the Renewable Natural Gas (RNG) facility. The facility is being commissioned with gas beginning to be put into the pipeline later in the week for a testing process. Plans for a ribbon cutting ceremony and tour for the Board are underway. The RNG facility is a huge success story for SPSA, and staff are eager for the community to know about this innovative project at the Regional Landfill.

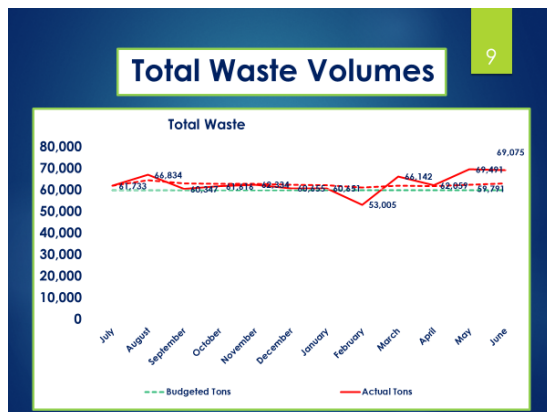
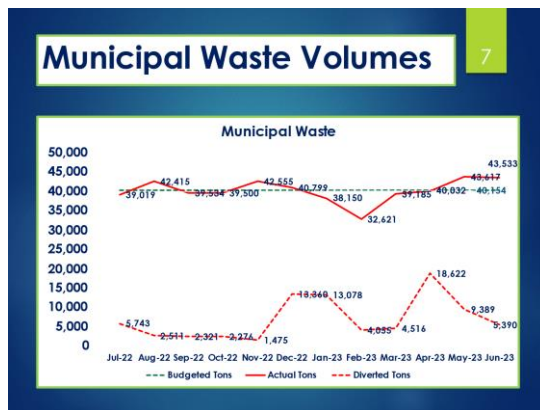
SCS Engineers have completed the site work for the Waste Characterization Study and are working to complete their final report. They will then provide that information to the Board. The Waste Characterization Study will play an important role in the RFP for Alternative Waste Disposal that staff intends to have ready to publish in December 2023. Details on that RFP will be discussed at the October Board Meeting. SCS will also help in the preparation of the RFP.

Mr. Eric Walberg of the HRPDC continues to do a great job with the Regional Solid Waste Management Plan (RSWMP). All eight Public Hearings have been scheduled, four have taken place, and the Norfolk meeting was scheduled to take place later that day. The estimated completion date remains on track for September 2023.

There was no planned closed session on the agenda to discuss the WIN Waste contract, as Mr. Bagley informed the Board that an Amendment to the Waste Disposal Agreement and a Purchase and Sale Agreement was being reviewed by WIN and their attorneys. Mr. Bagley hoped there would be minimal changes necessary and that he would be able to return to the Board in August with both the Amendment and the Purchase and Sale Agreement to be executed. He also met the previous day with Mr. Stratton and Mr. DiCecco, their environmental staff, and contractors and engineers for demolition to finalize the plans

for all the demolition work that needs to be done. That is being reviewed as well and will become a part of the Purchase and Sale Agreement. Mr. Bagley believes they are on the right track and things should move forward smoothly. He offered to answer any questions, but there were none.

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 was above the targeted average at over 43,000 tons. Mr. Bagley noted that diverted tons are down, which indicates that staff are acclimating to the new process and that WIN Waste has a good handle on what they are receiving. Commercial tons remain above the target of 18,000 tons, coming in at over 25,000 tons, which is expected due to increased contracts with Waste Management. Mr. Bagley also informed the Board that Bay Disposal has also approached SPSA about a commercial contract and Mr. Spain is working on those details. Total waste volumes are above target for the full year. Mr. Bagley noted that at the following month's meeting the Board will hear the final quarterly report for FY23 that will show these numbers.



7. CONTRACTS

Ms. Preston informed the Board that there were four new contracts that required a vote from the Board, all of which were part of the Fiscal Year 2024 Capital Replacement Plan budget and were being procured through Sourcewell Contracts. In continued efforts to improve efficiency, staff was 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. She encouraged the Board to ask questions or seek clarification at any time.

The first two contracts were for Wheel Loaders, a replacement for the Chesapeake Transfer Station and an upgrade for the HHW and E-Waste program. Staff reevaluated total equipment needs and were able to work within budget constraints to make choices that best served the needs of overall operations. Mr. Leahy asked if there was air conditioning in the cabs of these loaders and Ms. Preston confirmed that there was. Mr. Love asked for more information on the Capital Replacement plan and Mr. Bagley elaborated on both the 5-year and 20-year plans which cover each piece of equipment and are consistently evaluated based on changing operational need and equipment use.

The other two contracts were to place a Compactor and a Wheel Loader into the Caterpillar Cat Certified Rebuild Program. After the proven success of a previous compactor rebuild, placing two more pieces of equipment into the program makes sense financially and operationally. Cat Machine Rebuild Program Manager, Mr. Chris Wood, was present to answer any questions. Chairman Baugh asked if Mr. Wood was facing any supply chain issues in the rebuild program. Mr. Wood responded that, like other vendors, Caterpillar has faced their share of challenges, but that they are seeing improvement and are purchasing the parts needed for rebuilds up front and housing them in their own warehouse to use on demand. Mr. Leahy asked about the completion time, savings, and how time out of service impacted operations. Mr. Wood estimated that most rebuilds take approximately 10 to 12 weeks and cost about 65% of the expense of a new piece of equipment. Mr. Bagley and Mr. Norman Strickland spoke to the operational impacts stating that to order a new piece of machinery would take longer than the rebuild time and that in the case of these particular pieces of equipment, they are already out of service so operations will not be impacted. Additional comments were made on the value of the program, such as the convenience of the new rebuild site, the grandfathering of rebuilt equipment for emissions components, and the full support of Caterpillar as the manufacturer, rather than simply a vendor supplying a service.

There were no further questions on any of the contracts.

<p style="text-align: center;">New Contracts FY24 Capital Replacement Plan 12</p> <p>Volvo L120H Wheel Loader (for CTS)</p> <ul style="list-style-type: none"> ▪ Sourcewell Contract with McClung-Logan ▪ Budgeted at \$620,000 ▪ Staff considered multiple options on the unit ▪ Cost of \$454,981 ▪ Savings of \$165,019 applied to next equipment contract <p>Caterpillar 926M Wheel Loader (for HHW & E-Waste)</p> <ul style="list-style-type: none"> ▪ Sourcewell Contract with Carter Machinery ▪ Budgeted at \$237,980 was for smaller equipment replacement ▪ Reassessment of operational needs determined more robust equipment was required and allowed for a more versatile fleet ▪ Cost of \$334,290.71 (\$107,310.71 difference) made up from savings on previous contract. 	<p style="text-align: center;">New Contracts FY24 Capital Replacement Plan 13</p> <p>Caterpillar Certified Rebuild Program <small>A factory warranty of 3 years or 5,000 hours accompanies these purchases</small></p> <p>836H Compactor Cat Certified Rebuild</p> <ul style="list-style-type: none"> ▪ Sourcewell Contract with Carter Machinery ▪ Unit used at the Regional Landfill ▪ Budgeted at \$692,000 ▪ Cost \$692,000 <p>972H HL Wheel Loader Cat Certified Rebuild</p> <ul style="list-style-type: none"> ▪ Sourcewell Contract with Carter Machinery ▪ Unit used at Norfolk Transfer Station ▪ Budgeted at \$327,500 ▪ Cost \$327,387.96
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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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Mr. Hansen moved, seconded by Ms. Jarratt, to authorize the Executive Director to award new contracts to McClung-Logan Equipment Company for a Volvo Wheel Loader, Carter Machinery for a Wheel Loader, and Carter Machinery for Caterpillar Certified Rebuilds for a Compactor and a Wheel Loader, as presented. Mr. McCoy abstained from voting on contracts related to the vendor Carter Machinery and voted in favor of the contract award to McClung-Logan Equipment Company. Aside from Mr. McCoy's abstention on the Carter Machinery contracts, the motion was adopted by a unanimous vote in favor.

8. COMPENSATION AND CLASSIFICATION STUDY PRESENTATION

Mr. Bagley reminded the Board that at the June Meeting, prompted by the Classification and Compensation Study Presentation, there were several questions regarding aging vacancies for SPSA job positions, as well as exit interview information from separating employees. Ms. Jasmin Walters, HR Manager, has researched and prepared that information to present to the Board to answer those questions and give better context to Ms. Arnold's report by highlighting the hiring challenges that SPSA faces, particularly for Operators, which make up 76% of SPSA's workforce.

Ms. Walters reviewed goals and successes in HR since her arrival at SPSA and noted the hiring obstacles that remain, such as low starting pay for Operators compared to regional competitors, complex working conditions, and rates of attrition. She concluded that the goal of the Classification and Compensation Study is that it can be a tool to be used by all of the member communities to help address the challenges being faced in all of the HR departments across the region.



Salary Study:
An HR Deeper Dive

vacancy & retention
internal perspectives



HR Overhaul

- Job Fairs, Farmer's Markets
- Community Partners
- Local Schools
- Expedited Hiring
- Surveying Employees
- Flyers and Literature
- Improved Culture and Morale
- Increased Training and Development

We've had great success in many areas!

Major Strides

Feedback from candidates and current staff has been positive.

- 1 Dramatic reduction in turnaround time from application to hire
- 2 Robust development of the IT Department and making the role of Scale Attendant competitive in the marketplace
- 3 Increased opportunities for growth and engagement
- 4 Engaging in this salary study has given employees a real sense that SPSA and the Board is truly invested in fair compensation for all staff

However...

Current Vacancies:

10

6 of which are Heavy Equipment Operators
3 of which are Transfer Vehicle Operators

Recruitment isn't easy but recruiting for other roles has not been nearly as difficult.

The Bottom Line

- 1 Operators make up 76% of SPSA's workforce.
- 2 It typically takes almost a year to fill an Operator vacancy. Those vacancies equate to overtime hours, lost vacation time and overworked employees.
- 3 We have not had a full slate of Operators since my arrival. In fact, not since Henry's return to SPSA in 2015.
- 4 50 of SPSA's employees are eligible for retirement and over half are Operators.

Why Can't We Hire Operators?

SPSA's starting rate for Operators is one of the lowest on Indeed.*
Ads have to be opened before an applicant can see a benefits package.
Applicants can be paid more elsewhere with fewer qualifications.
Applicants can be paid more elsewhere and work in better conditions.

*Data shows most applicants come to SPSA through Indeed

Indeed Advertisement

Heavy Equipment Operator

Dragados USA, Inc
Virginia Beach, VA 23455
(US Navy Little Creek Amphibious Base area)

\$26 an hour Full-time

- May also **operator** other **heavy equipment** as needed.
- Load and move dirt and materials using **heavy equipment**.
- The **Heavy Equipment Operator** is primarily responsible...

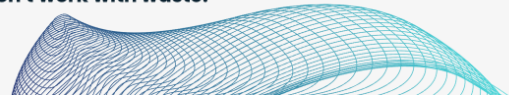
Posted 30+ days ago · More...

Typical Construction Salary in Hampton Roads: \$51,929

MIT

This is the number we are up against.

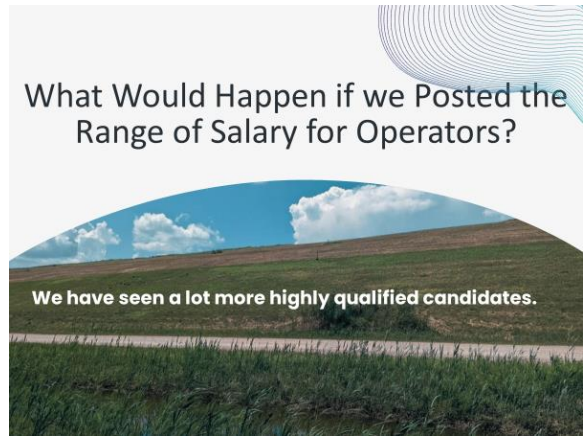
And most of these Operators don't work with waste.



We tried an experiment...

What Would Happen if we Posted the Range of Salary for Operators?

We have seen a lot more highly qualified candidates.



But it's not just hiring that's on our minds...

Attrition

FY 23 saw a loss of 36 employees

- 10 Retirements
- 8 Terminations
- 18 Voluntary Separations

1

5 reported leaving for better paying jobs.

2

8 reported they could not tolerate the working conditions.

3

5 remaining voluntary separations were for medical, personal, or relocation reasons.

Studies show that the new workforce is more strongly motivated by salary and work/life balance than by benefits.



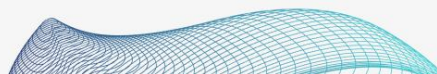
Developing more thorough Exit Interview Strategy based on the survey from City of Virginia Beach.



Our Goal

We take our cues from our member communities, certainly, but the reason we are here is to serve our member communities.

We're hopeful that you can see this study as a beneficial tool for the whole region.



Mr. Sorey asked how SPSA deals with internal equity when advertising and sometimes hiring at higher than the minimum starting salary. Ms. Walters and Mr. Bagley both spoke about managing each hiring decision on a case-by-case basis and their dedication to focused communication with staff. When concerns were raised Mr. Bagley and Mr. Henry Strickland met with staff to discuss the need to attract more qualified candidates in order to help relieve the workload that staff is under. Salary is one tool in the toolbox to be able to do that, and it offers the opportunity not just to evaluate new applicants, but also the performance of existing employees who should have their rate of pay reconsidered based on merit. Mr. Keifer noted that some employees want to work overtime and asked if it was mandatory or voluntary. Mr. Bagley responded that, while SPSA prefers overtime be voluntary, sometimes it is mandatory because of the nature of the work. If a transfer station must be open to serve a community, it must have four people to operate safely and SPSA isn't staffed in such a way that people can regularly turn down overtime. Mr. McCoy agreed that one of the biggest problems facing local government is hiring qualified public works employees and warned that compression of salaries is a matter for careful consideration. Mr. Keifer suggested SPSA investigate starting an apprenticeship program for Transfer Vehicle Operators. Ms. Walters let him know that she and staff are already in communication with Tidewater Community College and other trade schools to try to partner with them on training and hiring programs, with potential scholarship opportunities.

With no further questions for Ms. Walters, Mr. Bagley reintroduced Ms. Kerri Arnold from the Newport Group. Ms. Arnold thanked the Board for having her back to present again. She commented that she had taken the feedback from the last meeting and was now ready to walk them through some changes to strategy based on that feedback. Her revised presentation focused on peer group data and regional market data, eliminating the national data that compared to the regional cost of living. She identified the jobs that were paid at below peer group levels and leveraged peer group analysis and published regional market reports to determine pay grade changes within the existing pay grade framework. She also reviewed the outlier Operator jobs discussed by Ms. Walters using peer and market group analysis and job complexity factors, and offered pay plan recommendations, employee pay adjustments, and next steps.



Compensation Study Results & Recommendations

Board of Directors Meeting
July 26, 2023

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



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July 2023 Agenda

To offer updated recommendations:



Project Objectives



Objectives

Comprehensive compensation study focusing on the regional market to support SPSA's ability to attract and retain key talent.

- Align pay program with SPSA's compensation philosophy, 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

Market Analysis – 2 Perspectives:

1. Peer Group Compensation Review (Salary Ranges)

- 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

2. Published Compensation Data Review (Market Rates)

- Updated to include only industry & local pay data

Employee Pay Analysis & Cost Model



Compensation Philosophy

Setting Pay Rates to the Competitive Local Labor Market



Competitive Labor Market		Competitive Positioning	
Industry:	Solid Waste Landfill & Local Public Sector	Directors & Managers	<ul style="list-style-type: none"> Aligned with local public sector & Member communities
Revenue:	\$52 Million	Staff	<ul style="list-style-type: none"> Aligned with local public sector & Member communities Consideration of private sector to attract & retain talent Job complexity
Employees:	Approximately 135		
Geography:	Southeastern VA		
Peer Group Member Communities:	Small & Large Local Cities & Counties		



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Updated Strategy & Approach

Direction from June 2023 Board Discussion

- ✓ Published reports market analysis revised to include only industry & local pay data
 - This data set includes public & private sector
 - Available to reference for recruitment & retention challenges

Strategy

- Keep current pay grade framework for staff & management
- Identify jobs paid below local public sector levels (peer group)
- Leverage peer group analysis & published reports analysis to determine pay grade changes



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Jobs with Greatest Market Pay Gap

Staff Positions

Job Title	Current Grade	Current Midpoint	Peer Group Pay Ranges Analysis Midpoint	Comparison
Solid Waste Assistant	2	\$36,182	\$40,205	90%
Environmental Tech	3	\$39,801	\$42,902	93%
Mechanics Helper	2	\$36,182	\$43,761	83%
Preventative Maintenance Mechanic	4	\$43,781	\$50,331	87%

Job Title	Current Grade	Current Midpoint	Published Reports Analysis	Comparison
Heavy Equipment Operator	5	\$45,987	\$59,500	77%
Landfill Equipment Operator	6	\$51,397	\$62,400	82%
Transfer Vehicle Operator	6	\$51,397	\$56,300	91%

Recommendation – Pay Grade Increase (up 1 Grade)

Peer Group Analysis

Published Reports Market Analysis			
25th Percentile	50th Percentile	75th Percentile	
\$52,300	\$59,100	\$68,800	

SPSA Job Title	Pay Grade	Minimum	Pay Range Midpoint	Maximum	Range Spread (Min to Max)
Heavy Equipment Operator	5	\$36,788	\$45,987	\$55,186	

Peer Organization	Peer Organization Job Title	Pay Grade	Minimum	Midpoint	Maximum	Range Spread (Min to Max)
City of Chesapeake	Equipment Operator II	GE07	\$41,948	\$54,532	\$67,116	60%
City of Franklin	Motor Equipment Operator III	108	\$35,410	\$44,270	\$53,129	50%
City of Norfolk Public Works Dept.	Equipment Operator II	7	\$37,440	\$49,234	\$61,027	63%
City of Portsmouth	Equipment Operator II	20	\$36,832	\$53,903	\$69,556	90%
City of Suffolk	Heavy Equipment Operator	207	\$39,891	\$51,320	\$62,748	57%
City of Virginia Beach	Heavy Equipment Operator	G.20	\$43,144	\$55,008	\$66,873	55%
Isle of Wight County	Heavy Equipment Operator I	106	\$31,856	\$41,867	\$51,879	63%
Southampton County	Utility System Operator II	22	\$33,536	\$42,758	\$51,981	55%
Average			\$37,482	\$49,112	\$60,539	62%
Comparison of SPSA Pay Range to Peer Group Average			98.1%	93.6%	91.2%	Average

Job complexity – operates several types of heavy & complex equipment, completes reports, interpersonal skills to interact effectively with the public.

Peer Group Analysis

Published Reports Market Analysis			
25th Percentile	50th Percentile	75th Percentile	
\$50,800	\$58,700	\$68,200	

SPSA Job Title	Pay Grade	Minimum	Pay Range Midpoint	Maximum	Range Spread (Min to Max)
Landfill Equipment Operator	6	\$41,116	\$51,397	\$61,679	

Peer Organization	Peer Organization Job Title	Pay Grade	Minimum	Midpoint	Maximum	Range Spread (Min to Max)
City of Chesapeake	Equipment Operator II	GE07	\$41,948	\$54,532	\$67,116	60%
City of Franklin	Motor Equipment Operator III	108	\$35,410	\$44,270	\$53,129	50%
City of Norfolk Public Works Dept.	Equipment Operator M	9	\$38,440	\$50,549	\$62,657	63%
City of Portsmouth	Equipment Operator I	19	\$35,223	\$50,793	\$64,838	84%
City of Suffolk	Refuse Equipment Operator	207	\$39,891	\$51,320	\$62,748	57%
City of Virginia Beach	Heavy Equipment Operator	G.20	\$43,144	\$55,008	\$66,873	55%
Isle of Wight County	Sanitation Equipment Operator	107	\$33,449	\$43,961	\$54,473	63%
Southampton County	(No job match seems available)	-	-	-	-	-
Average			\$38,215	\$50,862	\$61,691	62%
Comparison of SPSA Pay Range to Peer Group Average			107.6%	102.7%	100.0%	Average

Job complexity – operates several types of heavy & complex equipment to maintain & construct a landfill; maintain appropriate grade & compaction levels in all weather conditions.

Peer Group Analysis

Published Reports Market Analysis			
25th Percentile	50th Percentile	75th Percentile	
\$49,600	\$54,000	\$60,300	

SPSA Job Title	Pay Grade	Minimum	Pay Range Midpoint	Maximum	Range Spread (Min to Max)
Transfer Vehicle Operator	6	\$41,116	\$51,397	\$61,679	

Peer Organization	Peer Organization Job Title	Pay Grade	Minimum	Midpoint	Maximum	Range Spread (Min to Max)
City of Chesapeake	Equipment Operator II	GE07	\$41,948	\$54,532	\$67,116	60%
City of Franklin	Motor Equipment Operator III	108	\$35,410	\$44,270	\$53,129	50%
City of Norfolk Public Works Dept.	Equipment Operator M	9	\$38,440	\$50,549	\$62,657	63%
City of Portsmouth	Equipment Operator I	20	\$36,832	\$53,903	\$69,556	90%
City of Suffolk	Refuse Equipment Operator	207	\$39,891	\$51,320	\$62,748	57%
City of Virginia Beach	Motor Equipment Operator III	G.19	\$41,089	\$52,389	\$63,688	55%
Isle of Wight County	Sanitation Equipment Operator	107	\$33,449	\$43,961	\$54,473	63%
Southampton County	(No job match seems available)	-	-	-	-	-
Average			\$38,123	\$50,132	\$61,910	63%
Comparison of SPSA Pay Range to Peer Group Average			107.9%	102.5%	99.6%	Average

Job complexity – Operates a tractor-trailer & requires Commercial A Driver's License

Jobs with Greatest Market Pay Gap

Management Positions

Job Title	Current Grade	Current Midpoint	Peer Group Pay Ranges Analysis Midpoint	Comparison
Environmental Manager	10	\$84,055	\$93,688	90%
Fleet Manager	10	\$84,055	\$94,037	89%
Heavy Equipment Manager	10	\$84,055	\$92,382	91%
Human Resources Manager	10	\$84,055	\$90,963	92%
Info Technology Manager	10	\$84,055	\$97,745	86%
Safety & Risk Manager	10	\$84,055	\$93,119	90%
Director of Administration	11	\$108,000	\$132,678	81%
Director of Finance	11	\$108,000	\$131,769	82%
Director of Operations	11	\$108,000	\$132,811	81%

Recommendation –
Managers - adjust Grade 10 Midpoint to \$90,000
Directors - move to Grade 12 & Midpoint to \$130,000

2023 Pay Structure Recommendation

2.5% Range Movement & Management Ranges Aligned with Peer Group

Recommended 2023 Annual Salary Structure						
Grade	Minimum	1 st /2 nd Quartile	Midpoint	3 rd /4 th Quartile	Maximum	Range Spread
1	\$26,972	\$30,344	\$33,715	\$37,087	\$40,458	50%
2	\$29,669	\$33,378	\$37,087	\$40,796	\$44,504	50%
3	\$32,636	\$36,716	\$40,796	\$44,875	\$48,955	50%
4	\$35,900	\$40,388	\$44,875	\$49,363	\$53,850	50%
5	\$37,707	\$42,422	\$47,136	\$51,851	\$56,566	50%
6	\$42,144	\$47,413	\$52,682	\$57,951	\$63,221	50%
7	\$53,234	\$59,890	\$66,546	\$73,201	\$79,857	50%
8	\$56,960	\$64,082	\$71,204	\$78,326	\$85,447	50%
9	\$61,517	\$69,921	\$78,324	\$85,304	\$92,283	50%
10	\$72,000	\$81,000	\$90,000	\$99,000	\$108,000	50%
11	\$88,000	\$99,000	\$110,000	\$121,000	\$132,000	50%
12	\$104,000	\$117,000	\$130,000	\$143,000	\$156,000	50%

Employee Pay Adjustments

Recommended Market Pay Adjustment Strategy

- Step 1.** Annual increase (July 1) modeled at 5%
- Step 2.** Adjust employee pay to range minimum
- Step 3.** Adjust within Range by years in position:
- Pay Grades 1-5, 3 years to Midpoint
 - Pay Grades 6-9, 5 years to Midpoint
 - Managers & Directors 7 years to Midpoint
 - Jobs with pay grade changes, adjust pay to 2nd Quartile for employees in position 3+ years
- Step 4.** Final Pay Adjustments reviewed and approved by Management

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	50	\$251,030 3.8%
3	Adjust within Pay Range Based on Years in Position	38	\$172,775 2.6%
4	Total Cost for All Compensation Adjustments (subtotal)	135	\$423,805 6.4%
	Benefits Cost		\$52,975 12.5%
	GRAND TOTAL		\$476,780

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

Thank you

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When looking at the Peer Group Range Analysis Spread, Mr. Bagley pointed out that the range spread across the peer groups goes from 50% up to 90% making it very difficult to compare an “average” salary midpoint. Discussions took place about the realities of the job market from one location to another and the unlikelihood of being able to recruit candidates across geographic boundaries. Continued conversation was held on remaining competitive with local private industry, as well as more in-depth comments on the complexity and challenge of working in a waste disposal environment. It was also noted that several of the member localities offer a stipend or similar incentive for CDL truck drivers that is not included as a part of these salary numbers. The strategy for employee pay adjustments was outlined as, after adjusting to bring every employee to their new pay range minimum, an estimated one-time adjustment for tenure based on years in position would be added, and then reviewed and adjusted again, as necessary, by management. It was explained that the time bands used to estimate when an employee might reach midpoint were an exercise to anticipate budgeting numbers and not a system to apply as a rule moving forward.

Mr. Bagley reiterated that this is a large and important topic and that he was not asking the Board to vote on anything at that meeting, but to continue to reflect on the information presented and to reach out to him with any outstanding questions or concerns. Mr. Hansen asked if Mr. Bagley would be prepared to make a recommendation with a funding solution at the August Board Meeting. Mr. Bagley confirmed that he would be.

9. WRITTEN REPORTS

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

10. **OTHER BUSINESS**

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

11. **ADJOURN MEETING**

There being no further business to come before the Board of Directors, the regular meeting was adjourned at 11:30 a.m.

Dennis L. Bagley
Executive Director

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

5. Flyover Oversight Committee Update

In the absence of Mr. Robert Lewis, Chairman of the Committee, members Mr. L.J. Hansen and Mr. Earl Sorey will present a brief report on the Monday, August 21, 2023 Flyover Oversight Committee Meeting.

6. Executive Director Updates

Attachments:

- Landfill Operational Summary
- Executive Committee Minutes – June 21, 2023

Landfill Operational Summary

SPSA Regional Landfill Operational Summary				KEY:	
Period	July 1, 2023 July 31, 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	41,791		
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		

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	276,074		From 7/1 to 7/31
4.5.1.1	Cell V, Sumps 1-4	x gallons	246,933		From 7/1 to 7/31
4.5.1.2	Cell VI, Sumps 5-8	x gallons	250,976		From 7/1 to 7/31
4.5.2	Quantity of leachate hauled for disposal during period	x gallons	867,848		From 7/1 to 7/31
4.5.3	Disposal costs in period: \$		15,391		From 7/1 to 7/31
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 7/1 to 7/31

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
June 21, 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, Director of Operations, Henry Strickland, and General Counsel, Brett Spain.

Items for Discussion:

1. Review and approve Executive Committee Minutes of May 17, 2023.

Mr. Keifer moved, seconded by Ms. Raulston, to approve the minutes of May 17, 2023. The motion was adopted by a unanimous vote in favor.

2. Prep for the Annual Meeting

Chairman Baugh asked for an update from Mr. Leahy, Chair of the Nominating Committee. Mr. Leahy reported that he and the 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 will be: Dale Baugh, Chair; Sheryl Raulston, Vice-Chair; Tressa Preston, Secretary; and Sandy Schreiber as Treasurer. The Board may make other nominations at both the June Meeting when the slate is offered and at the July Meeting before the vote is taken. It was commented that the current officers have performed their duties well.

Vice-Chair Raulston reported on the results of the efficiency survey presented to the Board for completion at the May Board Meeting. With ten, mostly anonymous, members responding, all indicated that they liked the efficiency changes that had been made over the past year and some indicated that they would like to see more changes made. Those changes were broadly characterized as streamlining presentations and comments within meetings. Discussion took place and it was determined that these adjustments can be made without implementing procedural changes.

3. Executive Director Updates

- a) Upcoming Board Meeting New Agenda Items

Mr. Bagley informed the Committee that the items for business at the June Board Meeting include voting to approve the Fiscal Year 2024 Budget and passing a resolution approving the updated Strategic Operating Plan. New and renewal contracts will be brought for a vote for Milling and Paving at the Oceana Transfer Station, Caterpillar and Volvo parts, Laboratory Services, and the Truck Tire Program.

The Board will also be informed of contracts that were valued between \$99,000 and \$30,000 per SPSA's financial guidelines.

Ms. Kerri Arnold of the Newport Group will give a presentation on the Classification and Compensation Study authorized by the Board. Staff have found her work to be very comprehensive and data driven and look forward to the Board being able to see the complexity of her team's research on how SPSA salaries compare with peer groups and private industry. The Board will have the opportunity to ask Ms. Arnold questions, study the material, and determine how they would like to move forward given her findings.

There will be a closed session on the WIN Waste contract discussions both at the June Board Meeting and later in the Executive Committee Meeting.

b) Ongoing Update Items

The Draft Environmental Impact Statement (DEIS) has been published and the first informational public meeting was scheduled for that evening at the Regional Landfill. DEQ has requested changes to the Joint Permit Application and those are in progress. Discussion took place on wetlands mitigation and additional planning for future possible environmental easements.

The leachate evaporator is scheduled for delivery approximately July 1, 2023. City of Suffolk permits are being finalized. Air permit final numbers are being presented to DEQ for determination as to whether the modification is minor or major, which will affect the timing of getting the permit.

The RNG facility has been tested and shown ready to run but is waiting for the pipeline to be able to accept the gas. It was commented that this is an excellent opportunity for SPSA, and the region and staff will work with Terreva about publicizing the good news.

The Regional Solid Waste Plan (RSWMP) is now being managed by Mr. Eric Walberg at HRPDC and he is doing an excellent job infusing a sense of urgency and professionalism into the project. Five of the eight required public hearings have already been scheduled and the goal is to submit the final updated RSWMP to DEQ by September.

c) Upcoming Board Meeting Agendas

Mr. Bagley commented that the July Board Meeting agenda will be kept intentionally light due to the number of public hearings staff is committed to attend throughout the month. He reminded the Committee that VDOT will provide an update on the Flyover Project at the September Board Meeting and that the Audit Committee should expect to meet in September with plans for the Audit to be presented at the October Board Meeting, as usual.

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 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. Keifer moved, seconded by Mr. Leahy, 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 concluded at 10:44 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. Leahy moved, seconded by Ms. Raulston, to approve the certification as read. The motion was adopted by a unanimous roll call vote in favor.

5. Other Business

Mr. Bagley informed the Committee of several matters that impacted SPSA staff, including a fatal accident involving an MBI driver hauling from a SPSA facility to the Bethel Landfill, and an ill customer at the Suffolk Transfer Station who required emergency medical treatment. Continued and increased safety and first aid equipment and training was discussed and plans for implementation are moving forward.

The Red Cross Blood Drive hosted by SPSA was well-attended and exceeded the Red Cross' pre-set goals. There are plans in place for another blood drive in the future.

Mr. Bagley also let the Committee know that staff would be meeting again with Mr. Ray Crabbs of IBC Renewables the following week for an update on his proposed Chesapeake facility.

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

7. Financial Report

Statement of Revenue and Expenses – Budget to Actual Comparison

For the month ending July 31, 2023, total revenues exceeded total expenses by approximately \$1.2 million as compared to \$1.1 million in July 2022.

Tipping fee revenue received in July 2023 reflects an increase of 3.8% or approximately \$164 thousand as compared to July 2022.

Total expenses for the month ending July 31, 2023 were approximately \$5.6 million as compared to \$3.3 million incurred in the previous fiscal year. The increase in expenses for July can be attributed to a payment of \$2 million to Heartland for the leachate evaporator project.

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 amount 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 2024 budget on a straight-lined basis and the line graph represents the prior fiscal year for comparison.

Waste Stream Report

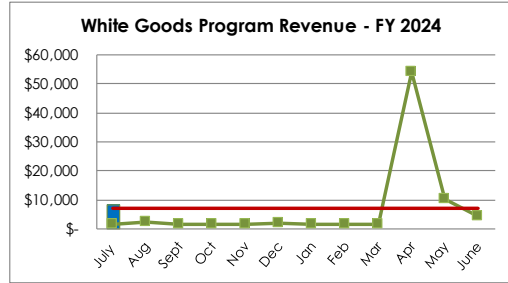
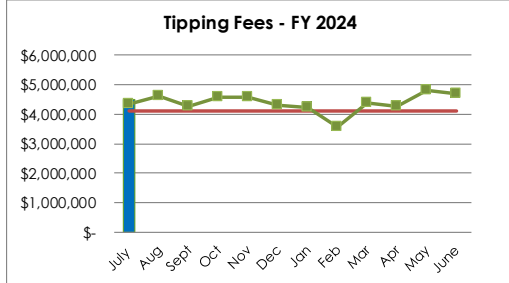
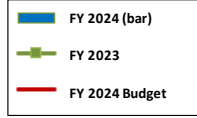
This report has been developed to provide the status of tonnages received as compared to the amounts budgeted. For the month ending July 31, 2023, municipal waste tonnages reflect an increase of 4.2% or approximately 1,632 tons as compared to July 31, 2022.

Treasurer's Report of Cash Balances

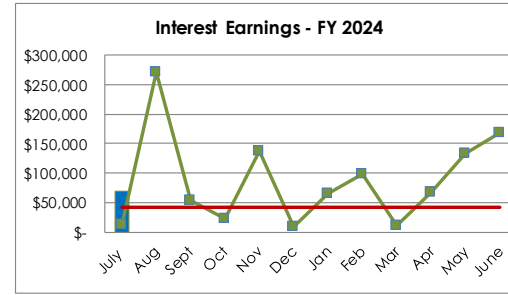
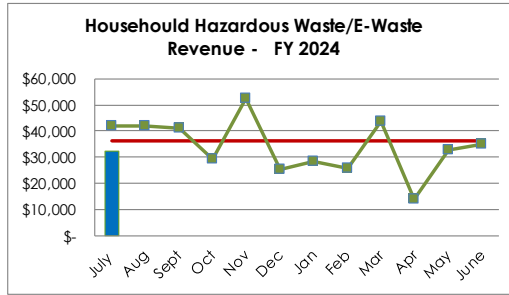
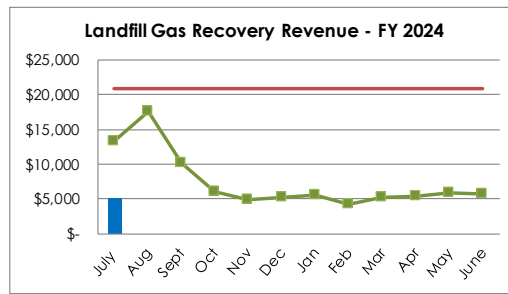
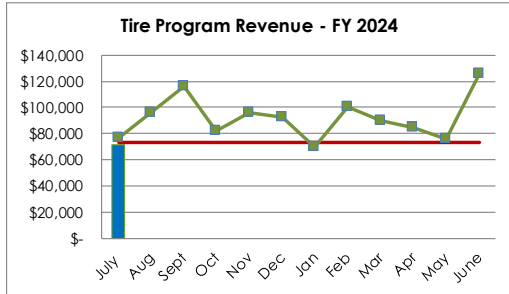
This report captures the monthly activity in each of the depository accounts grouped as either unrestricted and designated funds or trust funds. As of July 31, 2023 cash balances were approximately \$55.0 million representing approximately \$6.2 million in operating funds, \$6.6 million in undesignated fund balance, \$38 thousand for FY 2023 Rolled Purchase Orders, \$6.7 million reserved for the Leachate Evaporation System, \$283 thousand for Landfill Expansion Purchase Orders, \$21.7 million designated for Landfill Closure and \$15.8 million for Landfill Expansion and Flyover.

Southeastern Public Service Authority						
Monthly Expense Line Items						
Description	FY 2024			From Previous Month		FYTD
	Adjusted Budget	Jul-23	FYTD	\$ Change	% Change	% of Budget
Salaries Exempt	\$ 2,223,545	\$ 189,368	\$ 189,368	\$ -	N/A	8.5%
Salaries Non-Exempt	5,343,203	348,685	348,685	\$ -	N/A	6.5%
Overtime	707,239	63,383	63,383	\$ -	N/A	9.0%
Fica / Medicare Tax	631,318	44,826	44,826	\$ -	N/A	7.1%
VRS Retirement	80,572	5,555	5,555	\$ -	N/A	6.9%
Health Insurance	1,565,170	236,761	236,761	\$ -	N/A	15.1%
Vrs Group Life Insurance	100,820	7,319	7,319	\$ -	N/A	7.3%
Unemployment Insurance	1,966	14	14	\$ -	N/A	0.7%
Workers Compensation	177,945	13,252	13,252	\$ -	N/A	7.4%
Medical Fees	11,872	-	-	\$ -	N/A	0.0%
Security Service	85,100	4,771	4,771	\$ -	N/A	5.6%
Professional Services	171,975	29,368	29,368	\$ -	N/A	17.1%
Engineering Services	184,287	-	-	\$ -	N/A	0.0%
Landfill Survey	2,000	-	-	\$ -	N/A	0.0%
Legal Fees	225,000	-	-	\$ -	N/A	0.0%
Environmental Testing	100,700	486	486	\$ -	N/A	0.5%
Fire Protection	9,700	-	-	\$ -	N/A	0.0%
Temporary Employment Services	50,000	1,807	1,807	\$ -	N/A	3.6%
Uniform Rental	50,612	3,193	3,193	\$ -	N/A	6.3%
Maintenance Service Agreements	187,898	6,162	6,162	\$ -	N/A	3.3%
Grounds Maintenance	118,255	780	780	\$ -	N/A	0.7%
Hazardous Waste Disp/Cleanup	56,500	-	-	\$ -	N/A	0.0%
Equip Maintenance-Parts	841,732	89,243	89,243	\$ -	N/A	10.6%
Equip Maintenance-Service	340,968	14,629	14,629	\$ -	N/A	4.3%
Scale Maintenance	27,200	-	-	\$ -	N/A	0.0%
Building / Site Maintenance	588,614	17,560	17,560	\$ -	N/A	3.0%
Leachate Pumping Station Maint	40,000	7,057	7,057	\$ -	N/A	17.6%
Printing	2,400	-	-	\$ -	N/A	0.0%
Advertising	11,500	188	188	\$ -	N/A	1.6%
Trustee Expense	1,000	-	-	\$ -	N/A	0.0%
Permit Fees	114,876	1,450	1,450	\$ -	N/A	1.3%
Suffolk Host Fee	610,000	132,579	132,579	\$ -	N/A	21.7%
Electricity	223,302	(0)	(0)	\$ -	N/A	0.0%
Heating/Gas/Propane	9,000	30	30	\$ -	N/A	0.3%
Water / Sewer	46,550	745	745	\$ -	N/A	1.6%
Leachate Treatment	250,000	-	-	\$ -	N/A	0.0%
Telephone	131,964	15,622	15,622	\$ -	N/A	11.8%
Postage	1,900	60	60	\$ -	N/A	3.1%
Radio Communication & Repair	3,310	457	457	\$ -	N/A	13.8%
Insurance & Bonding	242,902	20,206	20,206	\$ -	N/A	8.3%
Equipment Rental	30,000	98	98	\$ -	N/A	0.3%
Land Lease Payment	3,500	292	292	\$ -	N/A	8.3%
Tire De-Rimming Service	1,000	-	-	\$ -	N/A	0.0%
Travel And Training	37,290	3,520	3,520	\$ -	N/A	9.4%
Road Tolls	232,575	11,166	11,166	\$ -	N/A	4.8%
Membership & Professional Dues	4,500	-	-	\$ -	N/A	0.0%
Bank Fees	69,500	7,101	7,101	\$ -	N/A	10.2%
Awards Programs	52,500	425	425	\$ -	N/A	0.8%
EMS Support Program	1,000	-	-	\$ -	N/A	0.0%
Office Supplies	13,350	827	827	\$ -	N/A	6.2%
Computer Software	16,451	-	-	\$ -	N/A	0.0%
Dues & Subscriptions	57,462	422	422	\$ -	N/A	0.7%
Other Operating Supplies	94,400	24,749	24,749	\$ -	N/A	26.2%
Vehicle / Equipment Fuel	1,491,711	94,930	94,930	\$ -	N/A	6.4%
Vehicle/Equipment DEF	45,000	2,739	2,739	\$ -	N/A	6.1%
Vehicle / Equipment Tires	666,099	43,019	43,019	\$ -	N/A	6.5%
Safety Apparel & Equipment	22,350	671	671	\$ -	N/A	3.0%
Small Equipment	34,500	450	450	\$ -	N/A	1.3%
Furniture	-	-	-	\$ -	N/A	#DIV/0!
Computer Hardware	12,000	7,206	7,206	\$ -	N/A	60.1%
Total Operating Expenses	\$ 18,458,083	\$ 1,453,172	\$ 1,453,172	\$ -	N/A	7.9%
Capital Projects/Equip Replacement	\$ 10,602,665	2,250,969	2,250,969	-	N/A	21.2%
Contracted Waste Disposal-WM	4,420,000	0	0	0	N/A	0.0%
Waste Disposal - RDS	2,280,000	0	0	0	N/A	0.0%
Waste Hauling - MBI	5,081,327	164,489	164,489	0	N/A	
Service Fee to Wheelabrator - Adder	9,289,800	1,065,904	1,065,904	-	N/A	11.5%
Suffolk Environmental Trust Fund	5,000	-	-	-	N/A	0.0%
Reserves for Landfill Expansion/Closure	8,000,000	666,667	666,667	-	N/A	8.3%
Total Expenses	\$ 58,136,875	\$ 5,601,199	\$ 5,601,199	\$ -	N/A	9.6%

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

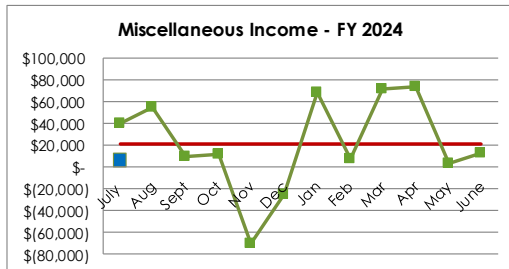


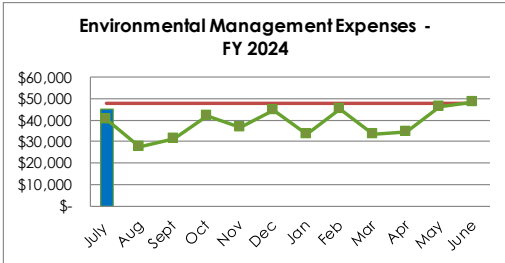
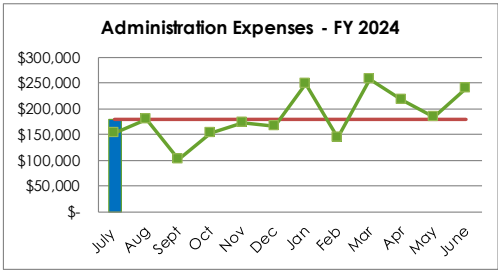
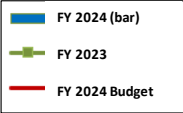
* Monthly revenue is dependent on users.



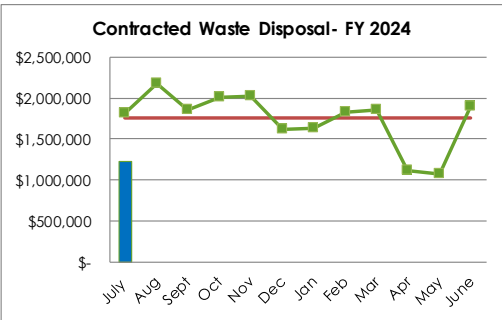
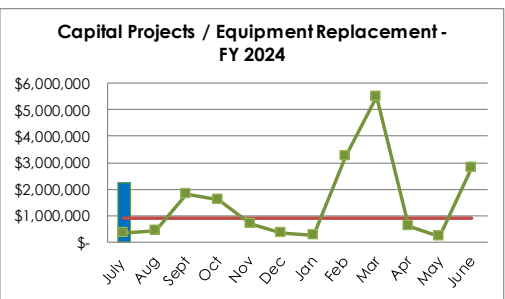
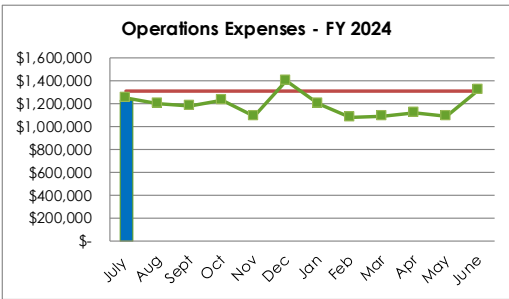
* Monthly revenue is dependent on users.

Interest payments vary based on investment date and maturity date.





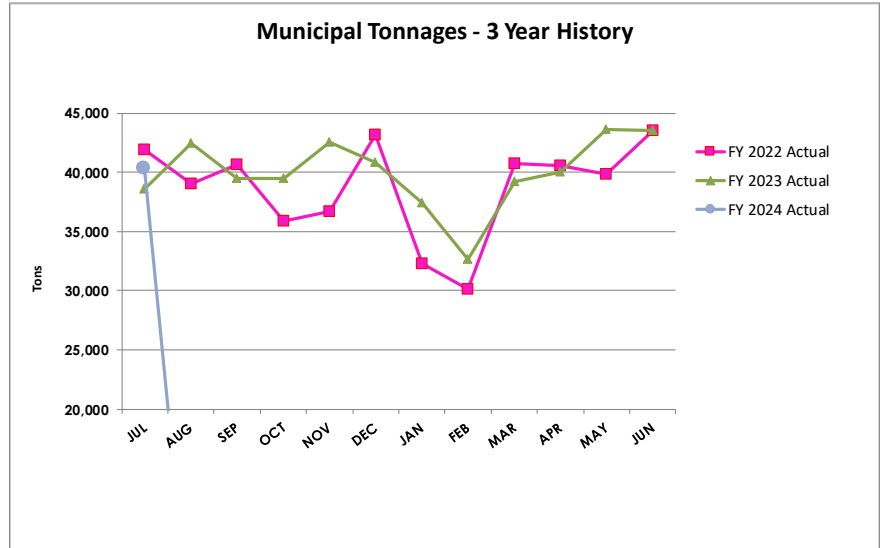
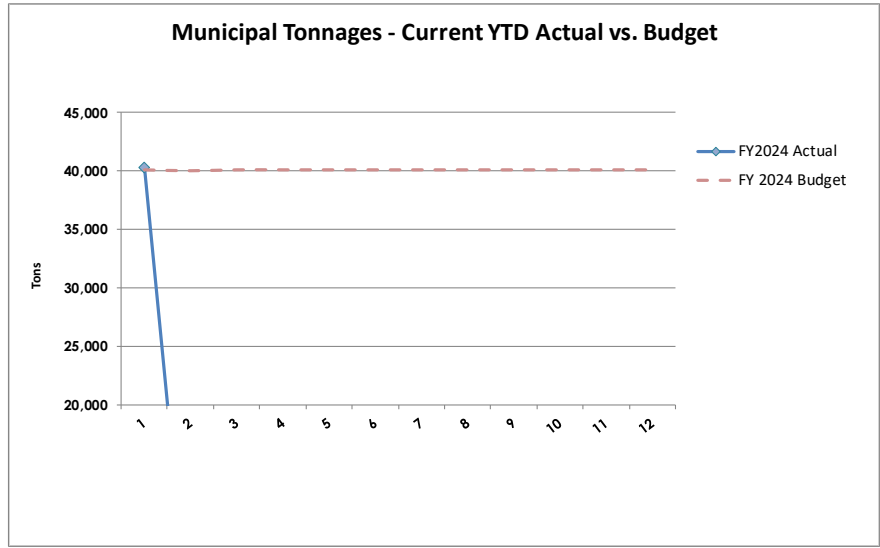
*Legal fees



Southeastern Public Service Authority (SPSA) Waste Stream

Waste Category	FY 2021	FY 2022	FY 2023	FY 2024	FY 2024	
	Actual (Tons)	Actual (Tons)	Actual (Tons)	Budget	Actual (Tons) as of 6/30/2024	% of Budget
Waste Stream Budgeted under Tipping Fees						
Municipal Waste						
Chesapeake	114,806	108,633	121,603	110,000	9,907	9.0%
Franklin	3,499	3,952	3,880	3,300	301	9.1%
Isle of Wight	17,839	16,561	16,109	18,000	1,313	7.3%
Norfolk	89,209	77,291	77,518	89,000	6,706	7.5%
Portsmouth	46,339	43,584	42,283	42,000	3,786	9.0%
Southampton	10,033	9,972	9,939	10,800	823	7.6%
Suffolk	49,639	47,185	46,106	51,200	3,751	7.3%
Virginia Beach	169,097	157,055	162,394	157,550	13,664	8.7%
Residential (Free of Charge)	-	-	-	-	-	-
Total Municipal Waste	500,461	464,233	479,832	481,850	40,251	8.4%
Sludge - Norfolk	4,695	6,352	7,325	5,207	524	10.1%
Navy Waste	26,176	23,128	23,915	26,010	1,962	7.5%
SPSA Contracted Waste	134,044	165,485	204,616	140,379	19,724	14.1%
Construction & Demolition Debris	6,514	8,074	8,769	9,370	998	10.7%
Non-Contract Waste	46,616	77,909	63,449	59,399	5,274	8.9%
Total Other Waste	218,045	280,948	308,074	240,365	28,482	11.8%
Total Waste Stream	718,506	745,181	787,906	722,215	68,733	9.5%

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



Regional Landfill Waste Stream													
													Totals
Types of Waste (tons)	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	FY2024
CDD	998												998
Sludge - Norfolk	524												524
Sludge - Suffolk	0												0
Industrial Waste	6												6
Fines C&D	0												0
Soils	486												486
Brick & Block	0												0
Clean Fill	951												951
Peanut Dust/Peanut Hulls	15												15
Municipal Solid Waste ¹	0												0
Suffolk Municipal NP Solid Waste	33												33
Southampton Cty Municipal NP Solid Waste	0												0
Chesapeake Municipal NP Solid Waste	0												0
Portsmouth Municipal NP Solid Waste	10												10
Virginia Beach Municipal NP Solid Waste	0												0
Norfolk Municipal NP Solid Waste	0												0
NP from Municipal HHW Users	55												55
Navy Waste ¹	63												63
Contract Processable Waste	55												55
Non-Processible Commercial Waste ²	455												455
Non Contract/Non Municipal Concrete/Asphalt	6												6
Shredded Tires	425												425
Ash	6,928												6,928
Non-Qualifying Ash	708												708
Cell V Slope	0												0
MSW from Tsf Stations (west)	6,534												6,534
Clean Fill - Clearfield (1.35 factor)	3,194	-	0	0	0	0	0	0	0	0	0	0	3,194
Clearfield Residual (1.35 factor)	0	0	0	0	0	0	0	0	0	0	0	0	-
Non Processible Waste (from Tsf Stations)	0												0
Non-Processible Waste (from RDF)	0												0
Diverted Processible Waste (from RDF)	0												0
Diverted Processible Waste (from Tsf Stations)	20,346												20,346
													0
Total	41,791	-	-	-	-	-	-	-	-	-	-	-	41,791

¹ Represents CDD from Suffolk Contractors

² Boats, Flour, Frozen Foods, Other items too large for Suffolk Transfer Station, SW Unacceptable at Tsf Stations, Scrap Tires

**Southeastern Public Service Authority
Treasurer's Report of Cash Balances
For the Month Ending July 31, 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	\$ 1,471,467.80	\$ 6,753,815.25	\$ -	\$ 2,195,886.32	\$ 600,490.84	\$ 5,428,905.89
Townebank Money Market	764.20	-	-	-	-	764.20
Townebank CD	3,185,549.02	-	-	-	-	3,185,549.02
Virginia Investment Pool (VIP)	8,061,839.36	-	34,589.49	1,655,000.00	-	6,441,428.85
Raymond James & Associates Investments	39,263,641.32	-	29,356.66	29,954.83	-	39,263,043.15
Total Unrestricted and Designated Funds	\$ 52,736,662.93	\$ 6,753,815.25	\$ 63,946.15	\$ 3,880,841.15	\$ 600,490.84	\$ 54,319,691.11
Trust Funds:						
Environmental / Va. Beach Landfill	\$ 487,191.91	-	2,073.07	-	-	489,264.98
Environmental / Regional Landfill	\$ 498,705.52	-	2,107.84	-	-	500,813.36
Total Trust Funds	\$ 985,897.43	\$ -	\$ 4,180.91	\$ -	\$ -	\$ 990,078.34
GRAND TOTAL	\$ 53,722,560.36	\$ 6,753,815.25	\$ 68,127.06	\$ 3,880,841.15	\$ 600,490.84	\$ 55,309,769.45

Cash Balances Designated as follows:

Operating Funds	\$ 6,233,705	
Undesignated (Fund Balance June 30, 2023)	\$ 6,563,000	(equivalent to 2 months operating expenses)
Reserved for FY 2023 Rolled Purchase Orders	\$ 38,287	
Reserved for FY 2023 Rolled Capital POs	\$ (3,173,720)	
Reserved for Leachate Evaporation System	\$ 6,799,600	
Purchase Orders for Landfill Expansion (Rolled)	\$ 283,866	
Reserve for Landfill Closure (as of June 30, 2023)	\$ 21,762,349	
Reserve for Landfill Expansion and Flyover	\$ 15,812,604	
Total Designated Funds	\$ 54,319,691	

**Southeastern Public Service Authority
Budget Transfer Activity
For the Month Ending July 31, 2023**

Department	Object	Description	Transfer In	Transfer Out
Environmental	53410	Building/Site Maintenance	\$ 5,000.00	
Environmental	53600	Advertising		\$ 5,000.00
Suffolk TS	53320	Grounds Maintenance	\$ 3,900.00	
Suffolk TS	53410	Building/Site Maintenance		\$ 3,900.00
Landstown TS	56220	Vehicle/Equipment Tires	\$ 0.26	
Landstown TS	53400	Vehicle/Equipment Maintenance-Parts		\$ 0.26
Isle of Wight TS	55220	Radio Communication & Repair	\$ 310.00	
Isle of Wight TS	53410	Building/Site Maintenance		\$ 310.00
Oceana TS	53402	Equipment Maintenance-Scale	\$ 2,000.00	
Oceana TS	53401	Equipment Maintenance-Service		\$ 2,000.00
Capital	61926	Cell 8/9 Permitting	\$ 1,951.09	
Fund Balance	49200	Tsf from Fund Balance		\$ 1,951.09
Landstown TS	53401	Equipment Maintenance-Service	\$ 518.00	
Landstown TS	53400	Equipment Maintenance-Parts		\$ 518.00
Capital	62999	Undesignated	\$ 165,019.00	
Capital	62405	CTS-Volvo Loader		\$ 165,019.00
Capital	62407	HHW Wheel Loader	\$ 107,310.71	
Capital	62999	Undesignated		\$ 107,310.71
Capital	62999	Undesignated	\$ 112.04	
Capital	62408	NTS-Wheel Loader Rebuild		\$ 112.04
Total			\$ 286,121.10	\$ 286,121.10

8. Classification and Compensation Study Recommendation

Mr. Bagley will present recommendations for SPSA Pay Plan adjustments based on the findings of the consultant, Ms. Kerri Arnold of the Newport Group, and feedback from the Board of Directors at the June and July Meetings of the Board of Directors. Included below is the proposed Pay Plan.

RECOMMENDATION: Amend the Fiscal Year 2024 Budget to include the revised Pay Plan, as presented.



Proposed Pay Plan

Market Study

Job Classification	Status	Grade	Annual		
			Minimum	Midpoint	Maximum
Staff					
(No current job classifications)	Non-Exempt	1	\$28,945.63	\$36,182.44	\$43,418.71
	Hourly Rate		\$13.92	\$17.40	\$20.87
Mechanics Helper	Non-Exempt	2	\$33,500.00	\$39,800.71	\$47,760.80
Solid Waste Assistant	Non-Exempt	2	\$33,500.00	\$39,800.71	\$47,760.80
Storeroom Keeper	Non-Exempt	2	\$33,500.00	\$39,800.71	\$47,760.80
	Hourly Rate		\$16.11	\$19.13	\$22.96
Environmental Technician	Non-Exempt	3	\$35,024.56	\$43,780.89	\$52,537.01
	Hourly Rate		\$16.8387	\$21.0485	\$25.2582
Accounting Specialist	Non-Exempt	4	\$36,787.66	\$45,986.71	\$55,186.01
Fleet Support Specialist	Non-Exempt	4	\$36,787.66	\$45,986.71	\$55,186.01
Landfill & Environmental Support Specialist	Non-Exempt	4	\$36,787.66	\$45,986.71	\$55,186.01
Preventative Maintenance Mechanic	Non-Exempt	4	\$36,787.66	\$45,986.71	\$55,186.01
Scale Attendant (Full Time/Part Time)	Non-Exempt	4	\$36,787.66	\$45,986.71	\$55,186.01
	Hourly Rate		\$17.69	\$22.11	\$26.53
Environmental Specialist	Exempt	5	\$41,115.62	\$51,396.96	\$61,678.57
Heavy Equipment Operator	Non-Exempt	5	\$41,115.62	\$51,396.96	\$61,678.57
Lead Scale Attendant	Non-Exempt	5	\$41,115.62	\$51,396.96	\$61,678.57
	Hourly Rate		\$19.77	\$24.71	\$29.65
Heavy Equipment Operator, Senior	Non-Exempt	6	\$46,357.86	\$57,949.10	\$69,542.00
Landfill Equipment Operator	Non-Exempt	6	\$46,357.86	\$57,949.10	\$69,542.00
Transfer Vehicle Operator	Non-Exempt	6	\$46,357.86	\$57,949.10	\$69,542.00
Logistics Coordinator	Non-Exempt	6	\$46,357.86	\$57,949.10	\$69,542.00
Welder	Non-Exempt	6	\$46,357.86	\$57,949.10	\$69,542.00
	Hourly Rate		\$22.29	\$27.86	\$33.43
Fleet Diesel Mechanic	Non-Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
Environmental Coordinator	Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
Heavy Equipment Mechanic	Non-Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
Information Technology Support Specialist	Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
Scalehouse Supervisor	Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
Tire Shredder Supervisor	Exempt	7	\$51,935.52	\$64,922.65	\$77,909.50
	Hourly Rate		\$24.9690	\$31.21	\$37.46
Human Resources Administrator	Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
Landfill Engineering Technician	Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
Lead Fleet Diesel Mechanic	Non-Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
Lead Heavy Equipment Mechanic	Non-Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
Executive Assistant	Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
Senior Accountant	Exempt	8	\$55,571.01	\$69,467.27	\$83,363.27
	Hourly Rate		\$26.7168	\$33.3977	\$40.0785
Landfill Supervisor	Exempt	9	\$61,517.10	\$78,323.25	\$92,283.17
Transfer Station Supervisor	Exempt	9	\$61,517.10	\$78,323.25	\$92,283.17
Environmental Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Fleet Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Heavy Equipment Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Human Resource Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Information Technology Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Management Analyst	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Safety & Risk Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
Transportation Operations Manager	Exempt	10	\$72,000.00	\$90,000.00	\$108,000.00
(No current job classifications)	Exempt	11	\$88,000.00	\$110,000.00	\$132,000.00
Director of Administration	Exempt	12	\$104,000.00	\$130,000.00	\$156,000.00
Director of Finance	Exempt	12	\$104,000.00	\$130,000.00	\$156,000.00
Director of Operations	Exempt	12	\$104,000.00	\$130,000.00	\$156,000.00
Deputy Executive Director	Exempt	13	\$132,036.71	\$165,053.94	\$198,071.18

Peer Group	% Difference	Published Reports	% Difference
Midpoint	SPSA to Peer Group	Market Rate	SPSA to Market Rate
-	-	-	-
\$43,761	-9.95%	\$45,500	-14.32%
\$40,205	-1.02%	\$34,300	13.82%
\$42,225	-6.09%	\$38,500	3.27%
\$42,902	2.01%	\$47,600	-8.72%
\$46,187	-0.44%	\$49,700	-8.07%
\$44,323	3.62%	\$57,800	-25.69%
\$44,323	3.62%	\$57,800	-25.69%
\$50,331	-9.45%	\$41,233	10.34%
		\$43,200	6.06%
\$50,024	2.67%	\$56,400	-9.73%
\$49,112	4.45%	\$59,500	-15.77%
		\$53,900	-4.87%
\$53,431	7.80%	\$65,200	-12.51%
		\$62,400	-7.68%
		\$56,300	2.85%
\$56,509	2.49%	\$61,700	-6.47%
		\$59,900	-3.37%
\$56,012	13.72%	\$53,500	17.59%
\$68,166	-5.00%	\$62,700	3.42%
\$56,372	13.17%	\$67,400	-3.82%
\$61,057	5.95%	\$69,900	-7.67%
		\$64,550	0.57%
		\$64,550	0.57%
\$70,668	-1.73%	\$76,200	-9.69%
\$63,192	9.03%	\$58,850	15.28%
\$63,192	9.03%	\$73,800	-6.24%
		\$74,600	-7.39%
\$69,863	-0.58%	\$81,500	-17.34%
		\$71,000	9.35%
		\$71,000	9.35%
\$93,688	-4.10%	\$85,000	5.56%
\$94,037	-4.49%	\$107,500	-19.44%
\$92,382	-2.65%	\$107,500	-19.44%
\$90,963	-1.07%	\$112,700	-25.22%
\$97,745	-8.61%	\$114,800	-27.56%
		\$87,300	3.00%
\$93,119	-3.47%	\$118,900	-32.11%
\$84,657	5.94%	\$116,800	-29.78%
\$132,678	-2.06%	\$152,600	-17.38%
\$131,769	-1.36%	\$161,400	-24.15%
\$132,811	-2.16%	\$170,600	-31.23%

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

August 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 ACCEPTABLE WASTE (SPSA report)				OUT-OF-STATE WASTE (TONS) *		TOTAL TONNAGE (TRUX report)	RESIDUE DELIVERED TO LANDFILL (TONS)				RESIDUE DELIVERED TO THE GRID (MWHr)
	THIRD PARTY ACCEPTABLE WASTE (TONS)	THIRD PARTY 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	RESIDUE 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	30,831.58	72.01	42.03	-	30,182.64	64,858	30,182.64	5,875.97	-	25,319.57	12,337.87	4,819
JUN	30,742.43	21.64	86.15	-	30,551.59	66,741	30,551.59	3,264.76	-	25,437.43	12,103.98	4,163
JUL	29,832.18	12.51	32.73	-	29,697.02	67,686	29,697.02	4,187.69	-	26,040.25	7,635.21	3,846
AUG												
SEP												
OCT												
NOV												
DEC												
YTD TOTAL	216,061.54	5,539.55	239.83	-	220,598.91	453,611.00	220,598.91	28,426.26	-	187,457.20	70,365.67	30,641.00

* 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	97.3%	0	80	98.3%	0	37
AUG						
SEP						
OCT						
NOV						
DEC						
YTD TOTAL	95.6%	345.00	556.00	99.8%	-	37.00

WIN Waste Innovations
SUPPLEMENTAL INFORMATION
July 2023

Total Waste received by SPSA:	29,832 tons
Waste delivered to RDF:	29,697 tons
Total RDF processed:	26,040 tons
Residue sent to landfill:	7,635 tons*
Electric power sold:	3,846 MW
Steam sold to Navy:	67,686 K-LBS
Overall Boiler availability:	97%
Overall Generator availability:	98%
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 July 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
Annual Stack Tests
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		
July 1 - July 31, 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	7,635		
3.2	Percentage of Ash Re-classified	<20%	708		Reclassified was 9.27%
3.3	Percentage of Ash used as ADC	> 80%	6,928		ADC was 90.73%.
3.4	Rejected Loads of Ash	0	0		
4	WTE				
4.1	Boiler Availability	> 90%	97%		
4.2	TG Availability	> 90%	98%		
4.3	Ash Screener Availability	> 95 %	95%		
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

10. Closed Session

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.

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.

11. Other Business

12. Adjourn