

**BOARD MEETING MINUTES
VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY**

**Williamsburg Municipal Building
2nd Floor Conference Room
401 Lafayette Street
Williamsburg, VA 23185
9:00 a.m.
August 5, 2022**

IN ATTENDANCE:

Jason Mitchell	City of Hampton
Grace Boone	James City County
Mike Walls	Mathews County
Ann Marie Ricardi	Middlesex County
John Anderson	City of Poquoson
Dan Clayton	City of Williamsburg
Scott Ashworth	York County

ABSENT:

Michael Lombardo	Essex County
Thomas J. Swartzwelder	King & Queen County
Percy Ashcraft	King William County

OTHERS IN ATTENDANCE:

Ramona Wilson	Mathews County
Vernon Geddy III	Geddy, Harris, Franck & Hickman
David Magnant	VPPSA
Andy Bittenbusch	VPPSA

Grace Boone called the meeting to order. Ms. Boone welcomed Ramona Wilson, Mathews County Administrator, to the meeting

1. PUBLIC COMMENT

No Public Comment

2. MINUTES

David Magnant noted that the current house count was 38,500 verses 13,500 that was in the June 3, 2022 Board meeting minutes. Mr. Magnant stated that the minutes will be amended with the correct house count. Dan Clayton moved that the minutes, with amendment, of the June 3, 2022, meeting be approved. The motion was seconded by Jason Mitchell and was passed unanimously.

3. ELECTION OF OFFICERS

The proposed slate of officers for FY 23 is as follows:

Chair:	Grace Boone James City County
Vice Chair:	Michael Lombardo Essex County
Secretary/Treasurer:	John Anderson City of Poquoson

Ann Marie Ricardi moved to approve the slate of officers for FY 23. The motion was seconded by Jason Mitchell and was passed unanimously.

4. PROJECT REPORTS

Compost Facility

David Magnant reported that:

- Material Sales are down for FY22.
- Fuel and Equipment Maintenance and Repairs both exceeded budgeted costs for FY22.
 - Fuel costs for FY22 averaged \$3.70 per gallon.
 - Fuel costs for FY23 have been budgeted at \$4.00 per gallon.
 - Higher parts and shipping costs added to overall costs.
 - Looking at options for keeping costs down at the Compost Facility.

Transfer System

David Magnant reported that:

- Waste quantities for FY22 were 30,535 tons delivered to regional landfills.
 - Total cost was \$707,182 which is an effective tipping rate or \$23.16 per ton.

Household Chemical Collection

David Magnant reported that:

- Cost for FY22, for collection and disposal, was \$350,000.
 - 5,500 cars were serviced.
- Participation numbers for FY22 were higher verses FY21 with the exception of Poquoson (180 cars less):
 - Hampton greater by 144 vehicles
 - York greater by 73 vehicles
 - James City County greater by 69 vehicles
 - Williamsburg greater by 116 vehicles
 - People are uncertain if they live in James City County, York County, or Williamsburg. VPPSA will devise a plan to more accurately determine the resident's correct community.

Curbside Recycling

David Magnant reported that:

- TFC continues to be short drivers.
- The number of misses is decreasing.
- The final house count for FY22 was 38,529

David Magnant asked if there were any questions. There were no questions. No action was required.

5. BANKING RFP

VPPSA banking services have been with Wells Fargo since 2012. To lower monthly banking fees, VPPSA staff issued a Banking Services Request for Proposal (RFP) in May 2022. The following banking institutions responded to the RFP:

- Chesapeake Bank
- Citizens and Farmers Bank
- Old Point National Bank
- Towne Bank
- Truist

Each institution was interviewed by VPPSA Office Manager, Karen Plumley, and VPPSA Accounting Technician, Kristin Kessinger.

After careful consideration of each proposal offered, VPPSA recommends that Towne Bank be awarded the banking services. Towne Bank has branches located close to both VPPSA locations that require banking services, the fee structure was such that VPPSA will save each month, a cash sweep was proposed that can yield greater returns and offer further FDIC insurance, and other financial services that are available to VPPSA and its employees have access to.

Recommended Action:

Authorize the Executive Director to execute the contract for banking services between VPPSA and Towne Bank.

Ann Marie Ricardi moved to approve the recommended action. The motion was seconded by Jason Mitchell and was passed unanimously.

6. LANDFILL MONITORING

David Magnant provided an update on Landfill Monitoring:

James City County:

March 29, 2021 the Virginia DEQ granted final approval for termination of post-closure care of the James City Sanitary Landfill. The solid waste permit (351) was voluntarily revoked, effective March 17, 2021, releasing the landfill from all monitoring and maintenance.

LaBella submitted a 5-year Virginia Uniform Environmental Covenant (UECA) inspection for the James City County Sanitary Landfill, as required by the UECA. July 21, 2022 an inspection was performed.

King and Queen County:

LaBella submitted 5-year Virginia Uniform Environmental Covenant (UECA) inspections for the King and Queen County, Dahlgren Sanitary Landfill and the Mascot Sanitary Landfill, as required by the UECA. July 21, 2022 an inspection was performed.

King William County:

King William received a letter from the Virginia DEQ referencing a recent request to terminate groundwater corrective action. On June 30, 2022, the Virginia DEQ determined that the remediation of the release of Table 3.1 constituents is not necessary and corrective action may be terminated.

7. CLOSED SESSION

Grace Boone read the following:

I move that the Board of Directors of the Virginia Peninsulas Public Service Authority enter into a closed meeting to discuss the performance evaluation of the Executive Director. This closed meeting is being held in accordance with Section 2.2-3711 (A) (1) of the Virginia Code.

Grace Boone read the following after the closed session:

I move that the Board of Directors of the Virginia Peninsulas Public Service Authority certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification motion applies and (ii) only such public business matters were heard, discussed or considered in the closed meeting by the Board as were identified in the motion, Section 2.2-3711 (A) (1), to discuss the performance evaluation of the Executive Director.

A role call count was taken of the VPPSA Board members that were present. There were seven "yay" votes and zero "nay" votes.

8. OLD BUSINESS

No old business

9. NEW BUSINESS

David Magnant discussed the following new business:

- Heritage Crystal Clean: The cost for collecting oil and antifreeze continues to increase. Mr. Magnant will discuss during a future Transfer System oversight committee meeting the possibility of consolidating collection sites for oil and antifreeze to address rising costs and service issues.
- Litter Boxes: These are provided for events in the communities. The two largest events are the Poquoson Seafood Festival and the Urbanna Oyster Festival. Litter Boxes have increased to a cost of \$7.50 per box (previous purchase price in 2019 was \$4.93 per box). Mr. Magnant asked if the Board would still like the litter boxes provided to the

communities. Mr. Magnant said he would call the area solid waste companies to see what their costs are for litter boxes. The research will be provided to the Board members for a future discussion on litter boxes.

- **Regional Solid Waste Collection:** Mr. Magnant stated that York County has requested that VPPSA consider providing a regional solid waste collection plan. Mr. Magnant stated that to make a bid worthwhile to contractors that the other Peninsula communities would need to be interested as well. Dan Clayton asked what a solid waste collection plan would entail. Mr. Magnant stated it would be similar to the current Curbside Recycling plan. Mr. Magnant asked the Board members to query their local Boards and Councils.

Grace Boone adjourned the meeting.

10. NEXT MEETING

**October 7, 2022
Williamsburg Municipal Building
2nd Floor Conference Room
401 Lafayette Street
Williamsburg, VA 23185
9:00 a.m.**

Respectfully Submitted,



John Anderson
Secretary/Treasurer