

**Board Meeting Minutes  
Virginia Peninsulas Public Service Authority**

**James City County Law Enforcement Center  
2<sup>nd</sup> Floor Meeting Room  
4600 Opportunity Way  
9:00 a.m.  
February 2, 2024**

**IN ATTENDANCE:**

Jason Mitchell	City of Hampton
Grace Boone	James City County
Ramona Wilson	Mathews County
John Anderson	City of Poquoson
Laurie Halperin	York County
Jack Reed	City of Williamsburg

**ABSENT:**

April Rounds	Essex County
Vivian Seay	King & Queen County
Percy Ashcraft	King William County
Mike Walls	Mathews County
AnnMarie Ricardi	Middlesex County

**OTHERS IN ATTENDANCE:**

Carolyn Billups	King & Queen County Board of Supervisors
Scott Ashworth	York County
Vernon Geddy III	Geddy, Harris, Franck & Hickman
Karen Plumley	VPPSA
Jennifer Wheeler	VPPSA

John Anderson called the meeting to order at 9:07 a.m.

**1. PUBLIC COMMENT**

No public comment was made.

**2. MINUTES**

Grace Boone moved that the minutes of the December 1, 2023 meeting be approved. Laurie Halperin seconded and the motion passed unanimously.

### 3. PROJECT REPORTS

- **Compost facility**
  - Year to date for FY 24 incoming quantities are 9,159 tons with the majority coming from York County
  - Year to date material sales for FY 24 are 1,581 cubic yards or \$109,695 and an additional revenue of \$65,582 has been collected from non-account customers
  - The newly purchased Diamond Z is more efficient than the prior tub grinders and is keeping up with grinding incoming yard waste materials
  - VPPSA staff is working with York County on scheduling site upgrades including dredging the ponds and check dams, work in the swales, and replacing the old worn wattles with new wattles with a larger mulch material to allow for a better flow
  - Staff is working on updating equipment replacement costs by gathering new cost estimates from vendors and assessing current equipment life expectancy
  - Exploring costs for security system, a new building (trailer that will either be 12x56 or 24x56), and a shipping container storage system with roofing kit
  - Hired a new Customer Service Representative and Equipment Operator I
  
- **Transfer system**
  - Year-to-date waste quantities are 14,769 tons with costs at \$364,501; communities will fall under projected budget waste quantities if current trend continues
  - Updated security system quote on a Carahsoft contract: 5 sites with two cameras each, modem and equipment to operate, ten-year licenses and installation for \$66,905
  - Oversight committee discussed funding mechanisms for site CIP including VPPSA managed funds or community managed funds
    - CIP will cover items such as asphalt repairs/paving, concrete pad repairs/replacements, and oil/antifreeze storage buildings
  - Truck refurbishments are 50% complete with two roll-off trucks finished and one roll-off and one front-load scheduled for refurbishment in February or March
    - Refurbishments are on track to fall under budget as well as be significantly less than the outsourced repairs in FY22
  - Hired Maintenance Mechanic I position
  
- **Household chemical collection**
  - The first collection events for the calendar year will be held on February 10 in James City County, and on March 9 and March 16 in York County and Hampton, respectively
  - Household Chemical mobile unit has been refurbished by the VPPSA maintenance crew
  - Year-to-date budget spent is \$139,419
  
- **Curbside recycling**
  - TFC has signed 5-year extension agreement with VPPSA
    - Individual community extension agreements will be sent soon

- As part of agreement, TFC will provide two annual route audits per community with a waste composition study
- Additional fee of \$100 for route roll over past noon of following day
- Communities to be notified by 3:30 pm if route will roll over to next day
- **Additional items**
  - Jennifer Wheeler met with LaBella and Cambridge to discuss the recycling campus
    - A draft scope of services, feasibility, and timeline will be developed
  - Jennifer Wheeler went on an Amp Robotics Tour at RDS in Portsmouth
    - Pilot project; potential for SPSA
    - City of Hampton impacted by SPSA as portions of solid waste from area are being brought to Bethel Landfill
  - Jason Mitchell stated that City of Hampton is seeking legislation to incinerate recycling material as contamination rates make the recyclables virtually trash; there would be a yearly savings of \$2 million if taken to the stem plant and used to power portions of NASA

There were no questions.

Laurie Halperin moved to close the meeting. Ramona Wilson seconded, the motion passed unanimously, and John Anderson closed the meeting.

#### **4. NEXT MEETING DATE**

Williamsburg Municipal Building  
2<sup>nd</sup> Floor Conference Room  
401 Lafayette Street  
Williamsburg, Virginia 23185  
9:00 a.m.  
April 5, 2024

Respectfully Submitted,



Jason Mitchell  
Secretary/Treasurer