

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

**VPPSA Field Office
480 Clancie Road
Shacklefords, Virginia 23156
9:00 a.m.
June 5, 2026**

IN ATTENDANCE:

Calvin Haile	Essex County
Grace Boone	James City County
Vivian Seay	King & Queen County
Derek Stamey	King William County
AnnMarie Ricardi	Middlesex County
Randy Wheeler	City of Poquoson
Brian Fuller	York County

ABSENT:

OTHERS IN ATTENDANCE:

Laurie Halperin	York County
Bill Porter	Berkely Group
Vernon Geddy III	Geddy, Harris, Franck & Hickman
Jennifer Wheeler	VPPSA

AnnMarie Ricardi called the meeting to order at 9:03 a.m.

1. PUBLIC COMMENT

No public comment was made.

2. MINUTES

Grace Boone moved that the minutes of the April 3, 2026 meeting and April 28, 2026 special meeting be approved. Brian Fuller seconded and the motion passed unanimously.

3. PROJECT REPORTS

Compost Facility

- FY 26 incoming quantities are at 15,360 tons. Hampton delivered 4,311 tons, York delivered 6,325 tons, Poquoson delivered 973 tons, commercial delivered 2,717 tons and non-account customers brought in 1,035 tons.
- Total material sales to date are \$328,292. In addition, the compost facility has current revenue of \$122,695 from incoming non-account customers.
- Current vacancies – VPPSA has vacancies of two (2) Operator 2, and two (2) Operator 3 positions.
- VPPSA provided updates that contractors have started excavating to place the utility lines for the modular building. After placement of the utility lines, the contractor will also install the footer foundation.

Transfer System

- FY 26 current systemwide waste quantity totals are 24,150 tons. Essex County delivered 6,487 tons, King and Queen County delivered 1,988 tons, King William County delivered 6,943 tons, Mathews County delivered 3,888 tons, and Middlesex County delivered 4,843 tons.
- FY 26 total costs for disposal and fees are currently \$619,722. All communities are tracking accordingly with the budget for FY 26.
- Jennifer advised that the maintenance team has been working hard to refurbish metal cans in the transfer system. The team has been able to repair a large majority of the cans, but a few will need outside vendors' assistance due to their extremely poor condition.
- Jennifer advised all members present to begin conversations with their local boards and representatives to update operating rules at the transfer station and convenience center locations.

Household Chemical Collection

- HHCC events are almost complete for FY26, there is one remaining event in JCC on June 13, 2026. FY 27 events will start on July 18 in Hampton, August 8 in JCC, and August 15 in Essex.

Curbside Recycling

- Curbside Recycling Services reports are provided for Williamsburg and Poquoson. Both communities are tracking within their approved budgets for FY 26.

Drop-Off Recycling

- System wide there have been a total of 196 paper pulls, and 281 mixed container pulls for FY 26.
- For FY 26 371 tons of paper and 381 tons of mixed containers have been hauled from the participating communities.

No Board action was required.

4. Introduction of Interim Executive Director and Signing Authority

Background:

Jennifer introduced Bill Porter from the Berkley Group as the Interim Executive Director chosen for VPPSA. Bill Porter spoke about his background and accomplishments to the group as well as his plans during appointment.

Recommended Action:

Motion for approval for Bill Porter, the Interim Executive Director of VPPSA, to have all rights, responsibilities, and signing authority of the VPPSA Executive Director position during his contract term with VPPSA.

Derek Stamey moved to approve. Vivian Seay seconded and the motion passed unanimously.

5. PLANET AID

Jennifer Wheler indicated that at the May 21, 2026 Transfer Station Oversight Committee, a representative from Planet Aid presented on the opportunity for textile recycling at drop-off locations. A copy of the flyer was included with the agenda packet for consideration from all VPPSA Board members.

No Board action was required.

6. COMPOST FACILITY INSPECTION

Jennifer announced that on May 21, 2026 Virginia DEQ performed an inspection at the VPPSA Compost Facility. In May 26, 2026 VPPSA received the results of the inspection and received a no deficiency found rating. The next inspection will occur in the second half of the year for 2026.

No Board action was required.

7. COMMINGLED RECYCLABLES PROCESSING RFP

Jennifer advised that VPPSA currently has a contract with TFC Recycling for recyclable materials processing from convenience centers. The contract term runs until June 30, 2026, but does allow for a two-year extension. The current cost for recyclable materials processing is \$56 per ton delivered to the TFC facility in Chester, VA.

Although there is a two-year extension left on the contract, VPPSA solicited vendors for new pricing structures and to find vendors closer in proximity to VPPSA operations to save on labor and fuel. Jennifer indicated that two proposals were submitted for the RFP, and that after negotiations with both companies, GFL Environmental had the top proposal with pricing at \$60 per ton delivered to their West Point Transfer Station with a 5% annual increase.

Recommended Action:

Motion to approve the VPPSA Executive Director or Interim Executive Director to execute a contract with GFL Environmental for commingled recyclables processing to begin on July 1, 2026.

Brian Fuller moved to approve and Grace Boone seconded, the motion passed unanimously.

8. ELECTION OF OFFICERS FY 27

Jennifer opened the floor to the VPPSA Board for nominations and recommendations of officers for FY 27. A handout was given to provide a history of VPPSA Board officers.

Recommended Action:

Motion to extend the terms of the current VPPSA Board members from FY 26 through FY 27 was made by Brain Fuller.

Randy Wheeler seconded, and the motion passed unanimously.

9. CLOSED SESSION

Annmarie Ricardi moved that the Board of Directors of the Virginia Peninsulas Public Service Authority enter into a closed session for discussion on the performance of and salary increase for the Executive Director. This closed meeting is being held in accordance with Section 2.2-3711 (A) (1) of the Virginia Code.

After closed session, Annmarie moved 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) discussion on the performance of and salary increase for the Executive Director. Vivian Seay seconded and the motion passed unanimously.

Roll call vote to certify was taken by Jennifer Wheeler as follows:

<u>Community</u>	Yay	Nay	Absent
Essex County	x		
City of Hampton			x
James City County	x		
King and Queen County	x		
King William County	x		
Mathews County			x
Middlesex County	x		
City of Poquoson	x		
City of Williamsburg			x
York County	x		

Recommended Action:

Motion to provide Jennifer Wheeler, the VPPSA Executive Director, with a 3% salary increase retroactive to July 1, 2025, and a one-time \$1,500 bonus.

Brian Fuller moved to approve and Calvin Haile seconded, the motion passed unanimously.

10. OLD BUSINESS

No old business

11. NEW BUSINESS

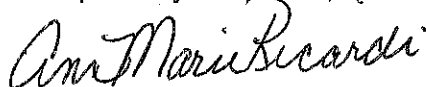
Jennifer invited all VPPSA Board members to the VPPSA Employee Appreciation Day being held at the Deltaville Maritime Museum on Thursday June 11th from 10am to 2pm.

The meeting adjourned at 10:12 a.m. with a motion from Derek Stamey and second by Grace Boone that was passed unanimously.

12. NEXT MEETING DATE

Williamsburg Municipal Building
2nd Floor Conference Room
401 Lafayette Street
Williamsburg, Virginia 23185
9:00 a.m.
August 7, 2026

Respectfully Submitted,

A handwritten signature in cursive script that reads "AnnMarie Ricardi".

AnnMarie Ricardi
Secretary/Treasurer