

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

**City of Williamsburg Municipal Building
2nd Floor City Manager's Conference Room
410 Lafayette Street
Williamsburg, VA 23185
August 7, 2026 – 9:00am**

IN ATTENDANCE:

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

ABSENT:

Ramona Wilson	Mathews County
---------------	----------------

OTHERS IN ATTENDANCE:

Bill Porter	The Berkley Group/VPPSA
Libby Gooden	The Berkley Group
Jennelle Richards	The Berkley Group
Vernon Geddy III	Geddy, Harris, Franck & Hickman
Karen Plumley	VPPSA

Jason Mitchell called the meeting to order at 9:00 a.m.

1. PUBLIC COMMENT

No public comment was made.

2. MINUTES

Randy Wheeler moved that the minutes of the June 5, 2026 meeting and the July 7, 2026 special meeting be approved. Derek Stamey seconded and the motion passed unanimously.

3. THE BERKLEY GROUP PROGRESS REPORT

Background:

The Board of Directors engaged The Berkley Group to conduct the search for the VPPSA Executive Director. Ms. Libby Gooden of The Berkley Group updated the Board on the progress of the search. The Board decided that two meetings would be needed to determine who to interview and then conduct the interviews. The Board requested a Doodle Poll be emailed to determine the dates for each meeting.

Recommended Action:

No action was required.

4. PROJECT REPORTS

Compost Facility

- DEQ performs two types of inspections at the facility: one for facility itself and one for Chesapeake Bay Act
- The last inspection performed for the Chesapeake Bay Act was in 2021
- VPPSA passed the most recent inspection done in the summer of 2026 but with nine deficiencies and a directive from DEQ to update the Stormwater Pollution Prevention Plan (SWPPP)
- York-Poquoson Sheriff's Department reported gas stolen from the facility
 - Based on camera footage, person(s) walked onto the site with a hand cart
 - Appears to have happened on three separate occasions

Transfer System

- Questions about balances for transfer and convenience funds and use of those funds
- Bill Porter stated that balances can be shared once FY26 audit is complete and approved
- Mr. Porter stated that a financial policy needs to be developed to address fund balances

Household Chemical Collection

- The Authority is unable to dispose of paint at the steam plant in Hampton due to the recent fire
 - Because there is no timeline for the steam plant to reopen; other arrangements have been made to dispose of the paint
 - The paint container will be taken to Waste Management at a rate of \$28.40 per ton (rate good for three years)

Curbside Recycling

- York County made a request, prior to the meeting, to have the deferred revenue from FY15 refunded
- See item 5 for the details of the request
- Tidewater Fiber Corporation monies held from January 2025 to September 2025 for tonnage have not been resolved, even after several offers

No actions were required.

5. FY'15 CURBSIDE RECYCLING FUND REQUEST

Background:

There are local government monies remaining in the FY'15 Curbside Recycling fund. York County has requested the remaining funds York County has in the FY'15 Curbside Recycling Fund.

Recommended Action:

Adopt the resolution to refund York County's remaining FY'15 Curbside Recycling Fund balance. If desired, the Board may adopt the resolution refunding the remaining FY'15 Curbside Recycling Fund balances for York County, James City County, and the cities of Williamsburg and Poquoson.

Brian Fuller moved to adopt the resolution refunding the remaining FY'15 Curbside Recycling Fund balances for York County, James City County, and the cities of Williamsburg and Poquoson. Grace Boone seconded and the motion passed unanimously.

6. COMPOST FACILITY: DEQ CONSULTING SERVICES

Background:

The DEQ inspected the Compost Facility, which passed inspection but had nine identified deficiencies. Staff lack the in-house expertise to develop the required monitoring procedures and update the Compost Facility's Stormwater Pollution Prevention Plan (SWPPP). Staff requests authorization to enter into an agreement with HDR Engineering Inc. for \$29,000 to update the SWPPP and prepare the required eDMR submission to DEQ.

Recommended Action:

Authorize the Interim Executive Director to enter into an agreement with HDR Engineering Inc., in an amount not to exceed \$29,000, to update the Compost Facility SWPPP and submit the required eDMR to DEQ.

Randy Wheeler moved to approve the recommended action. Derek Stamey seconded and the motion passed unanimously.

7. NORTHUMBERLAND COUNTY UPDATE

Background:

Northumberland County has expressed interest in joining VPPSA. Staff are working with County representatives to assess how membership could benefit both Northumberland County and VPPSA.

Recommended Action:

Staff request Board of Directors authorization to continue working with Northumberland County and to work with other Northern Neck counties regarding VPPSA membership.

Randy Wheeler moved to approve the recommended action. Grace Boone seconded and the motion passed unanimously.

8. OLD BUSINESS

No old business

9. NEW BUSINESS

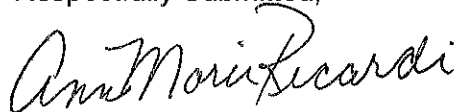
Karen Plumley referenced the "Communication with Those Charged with Governance During Planning" letter from Brown, Edwards & Company, LLP that was in the Board package.

The meeting adjourned at 9:46 a.m. with a motion from Derek Stamey and second by AnnMarie Ricardi that was passed unanimously.

10. NEXT MEETING DATE

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "AnnMarie Ricardi". The signature is written in dark ink and is positioned above the printed name and title.

AnnMarie Ricardi
Secretary/Treasurer