

ROANOKE VALLEY RESOURCE AUTHORITY
Tinker Creek Transfer Station
1020 Hollins Road, N.E.
Roanoke, Virginia 24012-8011
Minutes
January 25, 2023

The Roanoke Valley Resource Authority met this day, January 25, 2023, at 12:00 p.m. at the Tinker Creek Transfer Station 1020 Hollins Road, NE, Roanoke, Virginia, the first meeting for the calendar year 2023.

OPENING CEREMONIES

Call to Order: Chair Tyler called the meeting to order at 12:00 p.m. The roll call was taken.

Members Present: Steve Bandy, Doug Blount, Broaddus Fitzpatrick (12:10 p.m.), Laurie Gearheart, Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons, Mike Tyler

Members Absent: None

Guests: Kate Glass and Bo Herndon

Staff Present: Dan Miles, Chief Executive Officer; Jeff Harbin, Director of Operations Field Services, Jeremy Garrett, Director of Operations – Technical Services, Brad Brewer, Finance Manager, Peggy Bishop, Board Secretary; Jim Guynn, Esq.

Requests to Postpone Add to or Change the Order of Agenda Items

None.

Resolution establishing the Authority's Slate of Officers

On motion of Ms. Owens to elect Mike Tyler as Chair and to adopt the resolution, seconded by Mr. Peters and carried by the following roll call and recorded voice vote:

AYES: Steve Bandy, Doug Blount, Laurie Gearheart, Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons

ABSTAIN Mike Tyler

NAYS: None

ABSENT: None

On motion of Mr. Tyler to elect Broaddus Fitzpatrick as Vice-Chair and to adopt the resolution, seconded by Mr. Powell and carried by the following roll call and recorded voice vote:

AYES: Steve Bandy, Doug Blount, Laurie Gearheart, Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons and Mike Tyler

NAYS: None

ABSENT: None

On motion of Ms. Owens to elect Laurie Gearheart as Treasurer and to adopt the resolution, seconded by Mr. Powell and carried by the following roll call and recorded voice vote:

AYES: Steve Bandy, Doug Blount, Rebecca Owens, Pete Peters, Jeffrey Powell,
Todd Simmons and Mike Tyler

NAYS: None

ABSENT: None

On motion of Mr. Tyler to elect Peggy Bishop as Secretary and to adopt the resolution, seconded by Mr. Blount and carried by the following roll call and recorded voice vote

AYES: Steve Bandy, Doug Blount, Laurie Gearheart, Rebecca Owens, Pete Peters,
Jeffrey Powell, Todd Simmons and Mike Tyler

NAYS: None

ABSENT: None

CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE AND WILL BE ENACTED BY ONE RESOLUTION IN THE FORM OR FORMS LISTED BELOW, IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY

A. Approval of minutes – December 7, 2022

Resolution approving and concurring in certain items set forth on the Roanoke Valley Resource Authority's Agenda for this date designated as Item III. Consent Agenda

On motion of Mr. Bandy to adopt the resolution, seconded by Mr. Blount and carried by the following roll call and recorded voice vote:

AYES: Steve Bandy, Doug Blount, Broaddus Fitzpatrick, Laurie Gearheart,
Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons and Mike Tyler

NAYS: None

ABSENT: None

REPORTS

Financial Reports

Mr. Brewer reported that the Statement of Cash Balances reflects almost \$15.5 million. Additional reserve funds indicate that \$517,932 is held by the County and the City. The \$300,000 should be coming back to us from the City soon. Revenues are fifty-two percent and Operating Expenses are at fifty percent. Income from Operations is almost \$2.4 million. We continue to withhold transfers to the Equipment Reserves. The principal payments halfway through the year are still at the \$1.1 million. Reserve summaries show we have \$1.1 million in equipment reserves.

Mr. Miles said we have been waiting a year for a dozer and we may want to purchase a refurbished compactor for the Smith Gap Landfill if we can determine we have sufficient funds to do so this year.

Mr. Brewer said some operating expenses will be moved from the closed Rutrough Road Landfill. Mr. Miles said we have been sitting with the \$70,000 in the closed landfill account and believe it would be prudent to use the monies and clear out this account. Page 24 of the Bond monies through December shows we have approximately \$800,000.

Waste Tonnage

Mr. Miles said the Waste Tonnage report shows our revenues are slightly ahead of schedule for the first six months of the year and so are our tonnages. Commercial tonnages are running about 4,000 tons ahead of projections (5%) and municipal tonnages are about 2,000 tons ahead of projections (4%).

Project Status Report

Mr. Miles reported vent fans have been delivered for installation at the Tinker Creek Transfer Station. Construction on the scale foundation at the Smith Gap Landfill has begun. Scales are about to be installed at the Salem Transfer Station. At this time, we are focusing on the next cell development (Cell VII) at the Landfill. He anticipates awarding a bid for the construction of this cell during the month of March 2023.

All in attendance moved to accept the reports into record.

INFORMATION

Purchase of WasteWORKS Software and Automation Equipment

Mr. Garrett reported the \$48,503.93 cost includes all the known components, licensing and initial set-up training.

RNG Gas Contract Negotiations – HDR Inc., Amendment #1

Mr. Garrett reported an additional \$7,500 has been approved by the Chief Executive Officer to HDR as a result of RNG Gas contract negotiations which are on track.

Update of Virginia Solid Waste Management Regulations

Mr. Miles discussed and will update the Board on future changes that could have an impact on the Authority. Landfill groundwater monitoring revisions are preparing for the addition of a Maximum Contamination Levels for PFA's.

Public Questions

None

CLOSED MEETING

Mr. Fitzpatrick, seconded by Mr. Simmons, moved that the Board convene in closed meeting pursuant to Virginia Code section 2.2-3711(A)(1) to conduct the performance evaluation of the Chief Executive Officer.

AYES: Steve Bandy, Doug Blount, Broaddus Fitzpatrick, Laurie Gearheart,
Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons and Mike Tyler
NAYS: None
ABSENT: None

Ms. Owens, seconded by Mr. Bandy moved with respect to any closed meetings just concluded, that each member of the Authority certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in any motion by which any closed meetings were convened, were heard, discussed or considered by the Authority.”

AYES: Steve Bandy, Doug Blount, Broaddus Fitzpatrick, Laurie Gearheart,
Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons and Mike Tyler
NAYS: None
ABSENT: None

MEMBER COMMENTS

Board member discussion about hiring a firm to assist in hiring Mr. Miles’ replacement. Mr. Powell asked Ms. Gearheart for a list of services companies can provide. Mr. Powell suggested a brochure be created of what the Board is looking for. Ms. Owens suggested inviting the search firm to a Board meeting. Ms. Gearheart and Mr. Peters volunteered to look over the draft budget.

STRATEGIC PLANNING SESSION

Discussion of FY 2023-24 goals and objectives focused on landfill life expectancy and increased tonnage impacts.

ADJOURNMENT

At around 2:45 p.m. the meeting adjourned Wednesday, January 25, 2023.

Respectfully submitted,



Peggy L. Bishop
RVRA Board Secretary