

ROANOKE VALLEY RESOURCE AUTHORITY
Tinker Creek Transfer Station
1020 Hollins Road, N.E.
Roanoke, Virginia 24012-8011
Minutes
March 22, 2023

The Roanoke Valley Resource Authority met this day, March 22, 2023, at 12:00 p.m. at the Tinker Creek Transfer Station 1020 Hollins Road, NE, Roanoke, Virginia, the third 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, Laurie Gearheart, Rebecca Owens, Jeffrey Powell, Todd Simmons, Mike Tyler

Members Absent: Pete Peters

Guests: None

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 Gunn, Council

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

Mr. Miles requested the addition of Item VII Strategic Planning Session.

CLOSED SESSION

Mr. Fitzpatrick, seconded by Mr. Bandy, moved that the board convene in closed meeting pursuant to Virginia Code section 2.2-3711a29 for the purpose of interviewing a firm that has offered to provide services in connection with a search for a chief executive officer [and to discuss the terms or scope of a contract for search services.] Such discussion in an open session would adversely affect the bargaining position or negotiating strategy of the board.

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

NAYS: None

ABSENT: Pete Peters

CLOSED MEETING CERTIFICATION

Ms. Owens, seconded by Mr. Blount, 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, Jeffrey Powell, Todd Simmons and Mike Tyler
NAYS: None
ABSENT: Pete Peters

NEW BUSINESS

Resolution Authorizing an Agreement Between the Roanoke Valley Resource Authority and The Berkley Group

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

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

Resolution Approving the Authority’s Annual Operating and Reserves Budget for Fiscal Year 2023-2024

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

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

Resolution Setting Forth and Providing for Public Notice and Hearing on the Authority’s Preliminary Schedule of Revised Rates, Fees and Charges to be Effective July 1, 2023

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

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

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 – February 22, 2023

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. Blount to adopt the resolution, seconded by Mr. Powell and carried by the following roll call and recorded voice vote:

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

REPORTS

Financial Reports

Mr. Brewer reported the Cash Balance at the end of February was almost \$16 million. Revenues are at the projected 67% and Operating Expenses are also at 67%. The Equipment Reserve line of \$215,000 and Future Site Development of \$898,000 are showing on Operating Transfers. The Summary of Reserve balances show almost \$14 million. The remaining balance of unspent funds on our VRA bonds is about \$650,000.

WASTE TONNAGE

Mr. Miles reported tonnages remain above projections. Overall, tonnages are almost 10,000 above projections. Commercial tonnages are 7,000 tons over and municipal tonnages are about 2,000 tons over. Wood waste is above 700 tons over projections.

PROJECT STATUS REPORT

The last vent fan has been installed at the Tinker Creek Transfer Station effectively closing out this project. Invitation for bids for Phase VII cell construction has been issued. We anticipate construction can start late May/early June.

Salem's scales will be operational March 23rd. Discussion of the 60 foot scales ordered for Smith Gap. Suggestion to take a twenty foot section and add it to the other section to make the necessary 80 feet. The cost to do this is \$5,000 plus any additional concrete work.

Mr. Garrett has been working with the Craig-Botetourt Co-Op; electrical installation cost under \$6,000.

Mr. Garrett reported the Archaea gas rights contract is complete. He anticipates presenting the full agreement with Archaea at the April meeting.

All in attendance moved to accept the reports into record.

STRATEGIC PLANNING SESSION

Mr. Miles reported on the balance of \$646,000 remaining in the VRA finance proceeds and how best to use the funds. Mr. Miles confirmed to Ms. Owens that the Authority would verify with VRA that remaining monies from bond proceeds can be used for roof repairs, break room, completion of the Smith Gap scales, and the leachate loading dock at the Smith Gap Landfill. Mr. Blount suggested mold mitigation measures be taken at the Smith Gap. Mr. Powell asked if the Authority did a complete building assessment. Mr. Miles said several years ago we did an assessment with an outside firm and the roof at Smith Gap was number one.

MEMBER COMMENTS

Mr. Powell thanked Mr. Miles for working with him and RDS last Friday regarding the fire.

ADJOURNMENT

At around 2:00 p.m. the meeting adjourned Wednesday, March 22, 2023.

Respectfully submitted,



Peggy L. Bishop
RVRA Board Secretary