

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

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

OPENING CEREMONIES

Call to Order: Chair Owens 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, Rob Light, Rebecca Owens, Pete Peters, Jeffrey Powell and Todd Simmons

Members Absent: None

Guests: Jon Lanford

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, Council

Requests to Postpone Add to or Change the Order of Agenda Items
None

Closed Meeting

Ms. Owens, seconded by Mr. Fitzpatrick, moved that the Authority convene in closed meeting pursuant to Virginia Code section 2.2-3711(a)(1) to discuss the terms of the contract with the new CEO of the Authority.

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

NAYS: None

ABSENT: None

Closed Meeting Certification:

Ms. Owens moved, seconded by Mr. Blount 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, Rob Light,
Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons
NAYS: None
ABSENT: None

NEW BUSINESS

Authorization of Employment Contract for Chief Executive Officer

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

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

Authorization of Reciprocal Emergency Disposal Agreement Between RVRA and Bedford County

Mr. Peters asked Mr. Miles if this resolution was for emergency backup for Bedford who answered, "yes".

On motion of Mr. Peters 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, Rob Light,
Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons
NAYS: None
ABSENT: None

Presentation of the Year End Results for June 30, 2023

Ms. Gearheart explained the findings of the Robinson, Farmer, Cox Associates. Items Affecting Cash is on the Operating Funds only. We have \$933,000 to look at to move elsewhere. Staff recommends taking the \$933,000 and allocate it between some of the transfers that were made through the year.

Mr. Miles said staff is recommending \$215,000 be transferred into the Equipment Reserve Fund in order to buy a used dozer for the Smith Gap Landfill and the \$718,000 balance to go to the Site Development Reserve Fund.. The Site Development fund is being depleted as the current cell is being constructed so monies need to be put in that fund for the next cell three years from now which will cost between \$8 – 10 million.

Mr. Miles referred to Table 1 of the Audit which tracks the Authority's net worth. In 2014, RVRA had a net worth of \$23 million and today it is \$2.8 million. He said our strategic planning meeting on December 6 needs to include discussion on how to generate more revenue.

On motion of Mr. Fitzpatrick 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, Rob Light, Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons
NAYS: None
ABSENT: None

Resolution Expressing Appreciation to Mike Tyler

On motion of Mr. Light 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, Rob Light, Pete Peters, Jeffrey Powell, Todd Simmons
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 August 23, 2023
- B. Approval of Minutes Special Call Meeting – August 29, 2023

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

On motion of Mr. Fitzpatrick 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, Rob Light, Rebecca Owens, Pete Peters, Jeffrey Powell, Todd Simmons
NAYS: None
ABSENT: None

REPORTS

Financial Reports

Mr. Brewer referred to page 47, Statement of Cash Balances as of the end of September which shows we are around \$15.4 million. Page 28 shows Total Operating Revenue is a little over \$4.1 million. Operating Expenses are higher than expected because three payroll payments were made in the month of September, sizeable repairs to machinery were made and the first quarter of the community fees were made. The last payment for Salem Transfer Station debt payment was paid in October.

WASTE TONNAGE

Mr. Miles reported tonnages are trending projections.

PROJECT STATUS REPORT

Mr. Garrett gave an update on the Archaea project and said we expect to receive the first payment in about 18 months. Mr. Miles said that Baker Construction is doing a terrific job on the new cell and he expects they will be finished early 2024.

Ms. Owens moved to receive the reports; all in favor Aye.

INFORMATION

Proposal to Install Addition Gas Probes

Mr. Garrett reported the Authority has authorized a proposal with TRC Engineers to complete installation of up to 9 additional gas probes in the construction of Phase VII and to maintain compliance with existing permitting.

Proposal to Abandon Existing MW-C and Install MW-G

In order to comply with construction of Phase VII, Mr. Garrett reported the Authority authorized abandonment of Well "C" and installation of Well "G".

Roanoke County's IT department has been very helpful in the installation of the new scales at Smith Gap Landfill. Mr. Garrett said the automated kiosk has been installed, wiring and fiber optic has been installed.

PUBLIC QUESTIONS/COMMENTS

None.

MEMBER COMMENTS

Mr. Powell said he would like to know what we are spending associated with SWAM so that when we look at our goals we can have a baseline. Mr. Powell asked Ms. Gearheart about the process the County goes through in their request for proposals and whether minority businesses are being sent the RFPs so that in the future, he can follow-up with the businesses. He also would like to establish a baseline going forward regarding women and minority businesses for the request for proposals RVRA posts. Mr. Garrett said there is a group called Beacon that can be added to RVRA's website which will ping women and minority owned businesses when a RFP is posted.

Mr. Powell spoke about the recent Outreach event in Salem and would like to see RVRA at a table.

Mr. Bandy was glad to hear the Smith Gap scales are almost finished and Mr. Garrett will bring a picture of the finished scales to the next meeting.

ADJOURNMENT

At around 1:20 p.m. the meeting adjourned Wednesday, October 25, 2023.

Respectfully submitted,



Peggy L. Bishop
RVRA Board Secretary