



Region 2000 Services Authority
828 Main Street, 12th Floor
Lynchburg, VA 24504
Phone: (434) 845-3491
Fax: (434) 845-3493

Meeting Minutes

Members Present:

Chairman Frank Rogers, Campbell County
Susan Adams, Appomattox County
Greg Patrick, City of Lynchburg, *Virtual*
Candy McGarry, Nelson County

Staff Present:

Alec Brebner
Sandy Dobyms
Kirsten Trautman
Clarke Gibson
Buzz Hall, *Virtual*

Others:

Matt McLearen – Robinson, Farmer, Cox Associates, *Virtual*
Bill Hefty, *Virtual*

1. **Welcome**

Frank Rogers called the meeting to order at 2:04 p.m.

2. **Public Comment**

There was no public comment at this time.

3. **Approval of Meeting Minutes**

Moving to the next item on the agenda, Susan Adams made a motion to approve the minutes of the October meeting. Candy McGarry seconded the motion for approval. All were in favor (3-0).

Bill Hefty, Region 2000 Services Authority Counsel, advised the Chairman that Greg Patrick's virtual participation in the meeting must be approved by those present in the boardroom. Bill reiterated a medical reason offered by Greg to justify virtual participation.

Electronic Participation

Susan Adams made a motion to allow members to participate electronically, and Candy McGarry seconded the motion. All were in favor. The motion passed (3-0).

Greg Patrick began participating in the meeting.



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4. Financial Statements

Matt McLearn presented the audit that was conducted of the Services Authority's finances, stating there were no significant findings. He called it a "clean audit."

Frank asked Matt to expand on Exhibit 3's identification of a large negative number.

Matt explained that large expenditures notably on Cell 5 of the landfill result in cash drawdowns that generate the negative number.

Candy asked Matt how he would characterize the financial position of the Authority.

Matt said that the Authority was in a strong financial position.

5. Reciprocal Agreement Between Region 2000 Services Authority and Bedford County, Va.

Clarke Gibson stated that he had been approached by Bedford County about a Reciprocal Agreement between the Authority and Bedford County. This would provide Bedford County use of the landfill in an emergency.

Bill has reviewed the agreement and offered a few comments such as there is provision for either party to get out of the agreement quickly and that provision 4e, is not something the Authority should enter into. Bill spoke to the Bedford County attorney, and he agreed to remove provision 4e. Once this was removed, Bill stated he would be fine with the agreement.

Frank asked about the exit provision in the agreement. Bill answered that the exit provision would be 30 days with written notice from either party.

Clarke said after speaking with Mike Dorsey of Bedford about the agreement, Mike stated that he doesn't have the capacity to accept every single ton that the Authority takes each day but that Bedford would accept the number that they would be able to process.

Candy asked if the agreement should note that Bedford County could not accept 100% of the Authority's daily intake. Clarke answered that staff and counsel would be able to revise the agreement with wording reflective of that reality.

Bill noted that the initial time frame of the agreement would be six months, and then the agreement would automatically renew.

Frank was concerned about the reason why Bedford had approached with this request and inquired about the state of their landfill or transfer station.



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Clarke knew that they had a new transfer station that was built a few years ago, and believed they had an agreement with Brunswick County to take their waste.

Greg noted that the landfill has limited space and asked if this agreement put the landfill at risk due to an accelerated fill rate. Clarke referred to the 30-day exit available and believed that wouldn't be too much of a problem.

Greg then asked if a mutual aid agreement for the landfill would be useful during a snow event that necessitated temporary closure of the landfill.

Candy asked how Region 2000 contacted the Nelson County transfer station to advise of hauling detours.

Susan asked what company hauls for Bedford. Clarke said that he thought it was Thompson trucking.

Frank and Greg each inquired what would be the Authority's option if something happens if trucks cannot access the Region 2000 landfill.

Based on Region 2000's history with the Roanoke Valley Resource Authority, Clarke said he would reach out to RVRA.

Bill then reviewed the language of the agreement regarding "available capacity" with everyone.

Frank was concerned about the remaining capacity of the landfill and contemplated whether a shorter term of agreement was appropriate. Susan expressed the same concern.

Greg Patrick said he didn't see much of a benefit to entering into an agreement wherein Bedford County could only take in a small fraction of Region 2000's daily flow. Greg moved to decline the agreement, and Frank Rogers seconded the motion for the purpose of discussion.

Susan voiced that she, like others, was concerned about the "good neighbor" aspect of something like this agreement. She said she understood that if there was to be an emergency, Bedford could reach out for help even if they did not have a formal agreement.

Greg mentioned that if they were to decline, that Bedford County should be contacted to explain why. Clarke said was glad to do that.



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Frank said he's happy to work in a collegial, neighborly fashion with Bedford County but did not want the Authority constrained by a formal agreement. Frank offered a friendly amendment to include direction to staff to reach out to the points of contact in Bedford and convey the willingness to consider on a case-by-case basis our ability to assist, but reluctance to enter into a formal agreement based on concerns about existing capacity. Greg accepted the amendment.

Frank asked for a second to the amended motion, which Susan offered. All voted in favor. The motion passed (4-0).

6. Emergency Solid Waste

Clarke explained that on December 11-12, 2023, both scales went offline due to an electrical surge. This was the first time this happened, and staff would like to ensure that procedures are in place in case this happens again. He explained that, based on consultation with state officials, it was illegal to bill on truck averages and a remedy to that would be a fee schedule based on truck sizes. This would be the only legal way to collect revenue if something like this happened again.

Region 2000's insurance policy covers lost revenue and repairs. The repairs were around \$10,000 to get everything running again. Staff is working on a claim for roughly \$30,000 in lost revenues.

Frank said that putting a fee schedule in place to collect revenue at the time of a scale house malfunction was preferable to pursuing lost revenue after the fact through insurance claims.

Susan Adams made the motion to approve the fees for solid waste disposal in the event of scale house malfunction, and Candy McGarry seconded the motion. All were in favor, and the motion passed.

7. Financial Report

a. Financial Report

Sandy Dobyons reported that the board would see the numbers were down because of the loss of revenue when the scales broke. She stated that there was around \$8,000 worth of repairs had been spent on the scales and the insurance agency had been contacted.

b. Budget Consideration for 2025

Going over the Budget consideration for 2025, Clarke said that the revenue tonnage projection had no change from '24. They currently are at a 24.11%



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increase in revenue, and the total expenses would increase by 17% largely to invest \$2 million investment in the closure/post-closure fund. Staff proposes a 5% increase proposed for July 1st and monies to fund a compensation study focused on employee retention with landfill closure on the horizon.

A tipping fee increase of 29.2% is proposed for members. The market rate maintaining the \$10 differential would be a proposed 22% increase. The tipping fee increase would be primarily to fund the closure/post-closure fund. The pro forma to guide financial management was updated and included in the agenda packet. Clarke asked if anyone had any questions.

Frank asked about a difference between the proposed member rate versus the amount shown in the pro forma. Clarke indicated that expenses were slightly higher than projected last fall when the pro forma was last updated.

Frank then asked for more information on the tonnage. Clarke noted that tonnage increased during the lockdown but had leveled off since.

Frank then asked for more information about the proposed salary increase. Other members offered that they expected to increase wages at rates lower than the 5% proposed for their employees.

Frank asked when a public hearing for tipping fees could be held. Clarke answered as early as the next meeting (April). Frank further inquired about mandatory timelines. Bill answered there were none. The public hearing could be held anytime before July 1, the proposed enactment date.

Greg asked if staff had looked into a more graduated increase in the tipping fee (less than 20-odd percent). Clarke noted that only four budget years remained for waste disposal. Clarke asked Greg if he had a target number upon which a more graduated increase could be modeled.

Greg then asked if the margin between the member and market rate could be greater than \$10. Clarke responded that it could.

Greg said he preferred to fund closure/post-closure with market rate revenue while the landfill is open rather than have member local governments fund closure/post-closure after the landfill reaches capacity. Frank agreed but noted that the increment of fee between the member rate and the market rate was in dispute as "excess revenue."



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While discussing whether to raise the tipping fee, Susan asked staff to generate a report showing the unspent funds for the last five years and indicate any growth in fund balance.

Alec stated that they could generate a report going back five years for the board.

Frank Rogers made a motion to conduct a public hearing at the proposed rates and for staff to run scenarios on what different increases may look like. Greg Patrick seconded this motion.

Candy said that they can advertise the \$39.08 fee for the public hearing but decrease it if needed. Bill confirmed upon Frank's inquiry. This would take place at the April meeting. All were in favor. The motion passed.

Candy also mentioned that she would like staff to look into a different salary increase. Frank stated that he would agree for staff to investigate what 1% increments in salary increases would look like for the budget.

Candy also asked about a decrease in proposed debt service. Staff noted that debt service was declining. Board and staff then discussed scenarios the board wished to review and how the increment above the member rate might be directed vis- -vis current and future expenses.

8. Director Report

a. Odor Report

Clarke presented that there had been three different odor complaints from two different addresses since the last meeting in January.

b. Tonnage Report

The tonnage was currently on track and had neither gone up nor down significantly. An apparent drop in December tonnage reflected the scales going offline for portions of two days.

9. Meeting Schedule

Frank stated that the meeting schedule would continue as it has been, with the June budget adoption meeting held on June 26th, 2024.

Greg asked that the agenda include hyperlinks to attachments for future meetings. Candy asked if an April vote provided adequate time to incorporate rising costs of a member rate increase into County budgets.



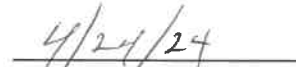
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10. Adjournment

Candy McGarry made a motion to adjourn the meeting. Susan Adams seconded the motion for adjournment. All were in favor. The meeting ended at 3:11 p.m.

X


Secretary Alec Brebner


Date

