

**MINUTES OF MEETING**  
**MONTGOMERY REGIONAL SOLID WASTE AUTHORITY**  
**December 19, 2024**

Chair Steve Fijalkowski called the meeting to order at 1:30 p.m. in the conference room of the Authority's Recycling Center Building and declared the existence of a quorum. Present were Authority Board members Mr. Steve Fijalkowski, Ms. Sharon Scott, Mr. Barry Helms, Mr. John Boyer, and Mr. Dwyn Taylor. Also present were Mr. Alan Cummins, MRSWA Executive Director, Mr. Scott Wickham for Robinson, Farmer, Cox Associates, and Ms. Kim Stafford, MRSWA Administrative Coordinator.

Consent items were reviewed. Mr. Cummins made one change to the agenda. He moved the FY 23/24 Audit Presentation to after the agenda. Mr. Taylor moved approval of the agenda change. Mr. Boyer seconded the motion, which passed unanimously.

Mr. Cummins introduced Mr. Wickham from Robinson, Farmer, Cox Associates to present the FY 23/24 Audit Report. Mr. Wickham said the Authority received a clean opinion, meaning no management letter had to be written. He said the Authority was in a better financial position this year compared to the previous year with the change in net position increasing by \$186,013. Mr. Wickham noted that total revenues had increased significantly over the previous year, which was good to see. Mr. Wickham said the audit of the VRS System came back positive as well. There were no deficiencies. Mr. Wickham did mention future GASB standards that may affect the Authority in upcoming audits. He discussed three standards but said Standard No. 101 would impact the Authority the earliest and the most. It deals with the way compensated absences are viewed and will increase liabilities beginning with next year's audit. Mr. Wickham did not think Standard No. 102 would affect the Authority much because it deals with certain risk disclosures. Standard No. 103 concerns improving the financial reporting model to enhance effectiveness in providing information that is essential for decision making. After the presentation, Mr. Helms moved acceptance of the FY 23/24 Audit Report. Ms. Scott seconded the motion, which passed unanimously.

The review on the other consent items continued. There were no changes made to the November 21, 2024 minutes. Mr. Cummins reported expenses were 1.64% below projections and no transfer was made into the reserve funds. He reviewed several invoices. In the solid waste department, the Rubberedge invoice was for a new rubber edge for the transfer station front loader, the Blue Ridge Analytical invoice was for pretreatment sampling, and the Farmers Mulch & Rock was for mulch grinding. The administration invoices of note included Robinson, Farmer, Cox Associates for the audit and PRM for the salary study being performed. Mr. Cummins added that a professional salary study had not been completed since 2007. In the recycling department, the Accent Wire Tire invoices were for baler wire and preventive maintenance on the baler and the MXI invoice was for the Household Hazardous Waste event that was held in November. The November financials were presented for informational purposes. Mr. Taylor moved approval of the consent items. Mr. Boyer seconded the motion, which passed unanimously.

The Solid Waste and Recycling Tonnage Reports were reviewed. Mr. Cummins said solid waste tonnages in November totaled 6,348 tons bringing the fiscal year total to 36,607. This is 672 tons more than last year. Mr. Cummins added that Meridian brought in 291 tons of construction debris and 650 tons of municipal solid waste.

Recycling tonnages in November were 484 tons bringing the fiscal year total to 2,640. This is 35 tons higher than last year. The monthly rejection rate was .15% bringing the fiscal year rejection rate to .08%. Mr. Taylor said he was told Virginia Tech would pay more for rejected single stream since it would have to go into trash. Mr. Cummins said that was correct. A lower price is an incentive to recycle properly. Mr. Cummins said single stream commodity pricing slightly increased to \$84.50 per ton in December.

Revenues for November were discussed. Mr. Cummins stated revenues were 6.58% above projections and added all departments were above projections. A \$12,590 transfer was made for the monthly front loader payment and a new computer for Sherry Frederick. The recycling profit loss report showed expenses exceeded revenues by \$21,435. Fiscal year to date revenue is ahead of expenses by \$109. The recycling position is \$50,206.

Mr. Fijalkowski gave the NRRA report. He said the budget committee has met and small increases in some fees are anticipated. The budget will go before the board in January.

There were no public comments.

There were no Board comments.

The next item on the agenda was a Closed Meeting. On motion of Ms. Scott, seconded by Mr. Helms, the Board unanimously approved going into Closed Meeting to discuss (pursuant to Virginia Code §2.2-3711.A.29)- award of public contracts involving the expenditure of public funds and discussion of the terms or scope of such contracts, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body related to transportation of Montgomery Regional Solid Waste Authority solid waste and recyclable materials. The roll call vote to go into Closed Meeting was as follows: Mr. Fijalkowski, Aye, Mr. Helms, Aye, Ms. Scott, Aye, Mr. Boyer, Aye, and Mr. Taylor, Aye.

The Board then went into Closed Meeting. Mr. Fijalkowski, Mr. Helms, Ms. Scott, Mr. Boyer, Mr. Taylor, Mr. Cummins, and Ms. Stafford were present at the closed meeting. At the end of the Closed Meeting, Mr. Taylor moved the Board return to Open Meeting and Mr. Boyer seconded the motion. A roll call vote was taken to approve reconvening in Open Meeting. This vote was as follows: Mr. Fijalkowski, Aye, Mr. Helms, Aye, Ms. Scott, Aye, Mr. Boyer, Aye and Mr. Taylor, Aye. Ms. Scott read the following certification resolution, and all Board members each individually approved the following certification resolution:

**WHEREAS**, the Board of Directors of Montgomery Regional Solid Waste Authority (“Board”), convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby certifies that to the best of each member’s knowledge

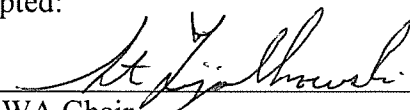
(i) only public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act were discussed in the Closed Meeting to which this certification resolution applies, and

(ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed, or considered by the Board.

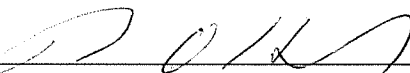
Before a vote was taken on this Resolution, Mr. Fijalkowski asked if there were any members who believed there was a departure from the requirements of number (i) or number (ii) above. If so, identify yourself and state the substance of the matter and why in your judgment it was a departure. Hearing none, a roll call vote was taken to certify the resolution as follows; Mr. Fijalkowski, Aye, Mr. Helms, Aye, Ms. Scott, Aye, Mr. Boyer, Aye, and Mr. Taylor, Aye. The certification resolution passed.

Back in open session, Board members unanimously agreed that the next regular monthly meeting of the Authority Board would occur on January 16, 2025, at 1:30 pm at the Authority's Recycling Center Building conference room. There being no further business, the meeting adjourned.

Accepted:

  
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MRSWA Chair

2/20/25  
\_\_\_\_\_  
Date

  
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MRSWA Secretary

