

MINUTES OF MEETING
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY
December 21, 2023

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, Mr. Barry Helms, Mr. John Boyer, and Mr. Robert Broyden. Ms. Scott participated by telephone. Also present were Mr. Alan Cummins, MRSWA Executive Director, Mr. Scott Wickham from Robinson, Farmer, and Cox, and Ms. Kim Stafford, MRSWA Administrative Coordinator.

At this time Ms. Scott explained why she could not attend the meeting. She was on a business trip interviewing a potential client. She requested approval to participate in the meeting and vote by telephone. Mr. Broyden moved that Ms. Scott be allowed to participate and vote during the meeting by telephone. Mr. Boyer seconded the motion, which passed unanimously.

The consent items were reviewed next. Mr. Cummins made one change to the agenda. He requested the FY 22/23 Audit presentation be presented after the agenda, so Mr. Wickham did not have to attend the entire meeting. Mr. Helms made a motion to approve the agenda change. Mr. Broyden seconded the motion, which passed unanimously.

Mr. Cummins introduced Mr. Wickham from Robison, Farmer, and Cox. He gave a breakdown of the Authority's FY 22/23 Audit. Mr. Wickham said the audit process went well and the Authority received a clean opinion. No management letter was needed. He said the Authority's net position was over 3.8 million, but this was down from last year's 4.2 million. He added that he spoke last year about the Authority's declining net position over time. He noted a 5-year trend with expenses increasing due to inflation but revenues only showing less than 2% growth. With these figures, he said a rate increase would need to happen to increase revenues to cover expenses. Mr. Wickham stated the VRS System audit went well and there were no issues. He mentioned an upcoming standard relating to sick leave payout balances and how that would affect liabilities. The Board was asked if they had any questions and there were none. Mr. Broyden moved acceptance of the audit. Mr. Helms seconded the motion, which passed unanimously.

Following the audit presentation, the consent items continued with the MRSWA Board minutes dated November 16, 2023. No changes were recommended. Mr. Cummins reported expenses for November were 1.73% below projections and there were no transfers. All departments were below budget. Mr. Cummins noted several invoices. An invoice from Robinson, Farmer, and Cox was for the recent audit, and he noted the Webb's Oil invoice for winter fuel. He also stated that NRV Lawn and Landscaping submitted five invoices for work completed earlier in the year, but they were late in invoicing. Mr. Cummins noted the first payment to CAT Financial Services for the new front loader. The monthly financial statement was presented for informational purposes. Mr. Broyden moved approval of the consent items. Mr. Boyer seconded the motion, which passed unanimously.

The Solid Waste and Recycling Tonnage Reports for November were reviewed. Mr. Cummins said solid waste tonnages in November totaled 6,757 tons bringing the fiscal year total to 35,934. This is 3,100 more tons than last fiscal year. He stated that construction waste, jurisdictional waste, industrial waste, and sludge all increased. Commercial solid waste had decreased. Mr. Cummins gave

the Board an update on Meridian tonnages. He said they brought in 655 tons of construction material and 360 tons of municipal solid waste in November. He added that on November 20, Montgomery County personnel met with Meridian and talked about their flow control diversion limit being met. Mr. Cummins said the commercial solid waste tonnages have slightly increased since that meeting and he will continue to monitor the situation.

Recycling tonnages in November were 502 tons bringing the fiscal year total to 2,605. This is a decrease of 269 tons when compared to last year. The rejection rate in November for single stream was .0%, bringing the fiscal year rejection rate to .21%. Mr. Cummins said the single stream commodity rate is trending up, and it is now at \$66.64. RDS contract negotiations continue with glass recycling becoming a key component. Mr. Cummins said he would keep the Board informed.

November revenues were discussed. Mr. Cummins stated revenues were 5.39% above projections. A transfer of \$10,491 was made for the first front loader payment. The recycling profit loss report showed expenses exceeded revenues by \$12,200. For the fiscal year, revenues have exceeded expenses by \$8,754. This brings the recycling position to \$52,095.

The next item on the agenda was an Employee Handbook Update. Ms. Stafford said the two updates needed were minor. She presented the summary stating one update broadened the use of employee sick leave to include caring for anyone that lives in the employee's household. The other update dealt with eliminating the use of a post office box for complaints to the Board. This post office box has not been used for years, but the handbook was not updated to reflect that. Now the current post office box can be used for such complaints. Mr. Helms moved approval of the Employee Handbook updates. Ms. Scott seconded the motion, which passed unanimously.

Mr. Cummins presented the 2024 MRSWA Board Meeting Schedule. He said all meetings would be on the third Thursday of the month except for the month of March. March 14 is the set date for that meeting and that is the second Thursday. Board members were fine with these dates.

Next, Mr. Cummins gave a Solar Agreement Update. He informed the Board that both parties had signed the agreement, and he hopes MRSWA will have a \$10,000 check from Sun Tribe to deposit soon. In January, a kick-off meeting will be scheduled to start the process. Sun Tribe believes it will take two to three years to get the solar project completed, depending on permitting. Mr. Cummins thanked the Board for their proactive approach in this matter.

A VML/VACo General Assembly Update was given. Mr. Cummins has been in touch with both organizations throughout the year, and no one has heard of any bills coming forth on flow control. On a positive note, the VACo Agriculture and Rural Affairs Committee had provisionally approved language to the regulation of Solid Waste. The language reads "VACo supports maintaining local authority to regulate solid waste and opposes any effort to interfere with local "flow control" ordinances."

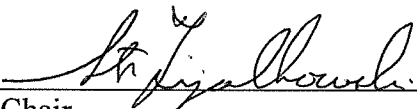
Mr. Fijalkowski gave the NRRRA update. He said NRRRA's audit went well. The budget has been discussed but not approved yet, but it does not reflect any tipping fee increases except for tires.

There were no public comments.

During Board comments, Mr. Helms asked what the sick leave payout was for MRSWA. Mr. Cummins stated employees are paid 25% of unused sick leave up to a \$5,000 limit. This follows what the state provides. Mr. Helms said NRRA recently increased their limit from \$2,500 to \$10,000.

There being no further business, the meeting was adjourned.

Accepted:



MRSWA Chair

2/15/24

Date

13015

MRSWA Secretary

