

AT A MEETING OF THE NEW RIVER RESOURCE AUTHORITY
HELD ON WEDNESDAY, JANUARY 17, 2024, AT NOON,
NRRRA ADMINISTRATION BUILDING,
DUBLIN, VIRGINIA:

PRESENT: Mr. Paul Baker, Chairman
Mr. Steve Fijalkowski, Vice-Chairman
Mr. Robert Asbury, Secretary
Mr. Dirk Compton, Member
Mr. Barry Helms, Member
Mr. Tye Kirkner, Member
Mr. Tom Starnes, Member
Mr. Jonathan Sweet, Member

STAFF: Mr. Joseph Levine, NRRRA Executive Director
Ms. Marjorie Atkins, NRRRA Recording Secretary
Mr. David Rupe, NRRRA Administrative Manager
Mr. Howard Estes, NRRRA Legal Counsel
Ms. Monica Furrow, NRRRA Administrative Assistant
Mr. Ike Snider, NRRRA Operations Foreman
Mr. Brandon Atkins, NRRRA Compliance Assistant

GUESTS: Ms. Edith Hampton, Town of Dublin
Mr. Andrew Monk, Thompson & Litton, Inc.

Mr. Baker called the meeting to order.

The motion to amend the Agenda of the January 17, 2024, Board Meeting to change the date of the Rate Public Hearing from March 27, 2024, to February 28, 2024, was made by Mr. Starnes. The motion was seconded by Mr. Helms and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

The motion to approve the minutes of the Audit Committee Meeting, as presented, was made by Mr. Helms. The motion was seconded by Mr. Fijalkowski and approved by a recorded roll call vote of the Audit Committee as follows:

Mr. Helms	<u>yes</u>	Mr. Fijalkowski	<u>yes</u>	Mr. Baker	<u>yes</u>
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Mr. Helms noted that Mr. Fijalkowski was not a member of the Audit Committee.

The motion to reconsider the approval of the Audit Committee Meeting minutes was made by Mr. Helms. The motion was seconded by Mr. Baker and approved by a recorded roll call vote of the Audit Committee as follows:

Mr. Helms yes Mr. Starnes yes Mr. Baker yes

The motion to approve the minutes of the Audit Committee Meeting was made by Mr. Helms. The motion was seconded by Mr. Starnes and approved by a recorded roll call vote of the Audit Committee as follows:

Mr. Helms yes Mr. Starnes yes Mr. Baker yes

The motion to approve the minutes of the November 15, 2023, Board Meeting was made by Mr. Sweet. The motion was seconded by Mr. Helms and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

The motion to approve the minutes of the December 6, 2023, Budget Committee Meeting was made by Mr. Asbury. The motion was seconded by Mr. Fijalkowski and approved by a recorded roll call vote of the Budget Committee as follows:

Mr. Asbury yes Mr. Compton yes Mr. Fijalkowski yes Mr. Baker yes

Old Business items included proposed revisions to the Personnel Policies. Proposed changes were discussed at the November 15, 2023, Board Meeting and included Section **5.7 Court Leave**, changing "one hour prior to end of their scheduled hours" to "four hours." Section **5.5 A Sick Leave**, updating sick leave payout for employees leaving NRRRA in good standing. And section **5.4 Annual Leave**, changing carryover from "Calendar Year" to "Fiscal Year."

5.7 Court Leave

Employees subpoenaed for jury duty or as a court witness for other than their personal cases may be absent without loss of pay provided that a copy of the subpoena is provided to the Executive Director. If an employee is involved in a personal case either as a plaintiff or as a defendant, paid court leave will not be granted but the employee may use earned compensatory, annual leave, or leave without pay. If released from court service during normal working hours, employees are required to report to work on that day if

they can report at least **four hours** prior to the end of their scheduled hours. Any compensation received other than reimbursement for expenses shall be an offset against the salary for that pay period.

5.5 A.* Sick Leave

(a) Earning Rate

Sick leave is earned at a rate of eight (8) hours per month prorated in the same manner as annual leave. Sick leave may be accumulated up a maximum of 1440 hours (180) days. **Employees, in good standing, will be paid fifty percent (50%) of the value of unused sick leave up to an amount of ten thousand dollars (\$10,000) upon termination.**

Annual Leave

5.4 (a) Carryover Rate

Date of Hire – 5 years	24 work days per fiscal year
5+ years	30 work days per fiscal year
10+ years	36 work days per fiscal year
15+ years	42 work days per fiscal year
20+ years	48 work days per fiscal year
25+ years	54 work days per fiscal year
30+ years	60 work days per fiscal year
35+ years	66 work days per fiscal year

The motion to approve the proposed revisions to the Personnel Policies was made by Mr. Fijalkowski. The motion was seconded by Mr. Starnes and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

New Business and Administrative Items included Items of Consent.

The Transaction by Vendor report for the months of November and December 2023 were included in the agenda.

The motion to approve the Transaction by Vendor Report for the months of November and December 2023 was made by Mr. Starnes. The motion was seconded by Mr. Helms and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

The draft Financial Statements for the months ending November 30 and December 31, 2023, were presented.

Mr. Sweet suggested that language in Section 5.5 A of the Personnel Policies be changed to "separation" rather than "termination."

The motion to change the final word in section 5.5 A. Sick Leave Policy be changed from "termination" to "separation" was made by Mr. Sweet. The motion was seconded by Mr. Compton and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>no</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

The motion to approve the draft Financial Statements for November 30 and December 31, 2023, as presented, was made by Mr. Helms. The motion was seconded by Mr. Compton and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

Mr. Levine presented the Proposed Budget for the 2024-2025 Fiscal Year.

Future budget formatting was discussed.

Mr. Levine noted that the Budget Committee met on December 6, 2023, and that there was one proposed rate change for tires from \$0.12 per pound to \$0.15 per pound. Cost of Living Adjustment (COLA) for staff is three percent based on the federal government rate.

The motion to accept the proposed 2024-2025 Fiscal Year Budget pending a Public Rate Hearing at the February 28, 2024, Board Meeting was made by Mr. Asbury. The motion was seconded by Mr. Sweet and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

NEW RIVER RESOURCE AUTHORITY

PUBLIC HEARING

NOTICE OF PROPOSED WASTE DISPOSAL AND TIPPING FEE RATE INCREASES

New River Resource Authority ("NRRRA") provides, among related services, waste disposal services for the businesses, citizens and communities of the City of Radford, the Town of Dublin, Giles County, Pulaski County and within the jurisdictional boundaries, and incorporated jurisdictions therein, of Montgomery County and the Counties of Wythe, Bland, and Floyd. Pursuant to Va. Code § 15.2-5136 and § 15.2-5114, NRRRA proposes the following changes to the waste disposal and tipping fees: Tires (per pound) from \$0.12 per pound to \$0.15 per pound.

Fees proposed not to change:

<i>Municipal Solid Waste</i>	<i>\$34.00 per ton</i>
<i>Construction Debris</i>	<i>\$34.00 per ton</i>
<i>VPI Ash</i>	<i>\$10.00 per ton</i>
<i>Non-Friable Asbestos</i>	<i>\$54.00 per ton</i>
<i>Unsecured Loads</i>	<i>\$25.00 each</i>
<i>Minimum Ticket Fee</i>	<i>\$ 5.00 each</i>
<i>Admin (Copy) Fee</i>	<i>\$ 0.25 each</i>
<i>Clean Wood</i>	<i>\$25.00 per ton</i>

<i>Appliances</i>	<i>\$34.00 per ton</i>
<i>Recycling</i>	<i>\$60.00 per ton</i>
<i>POTW Sludge</i>	<i>\$24.00 per ton</i>

A public hearing on the rates set forth above will be held on Wednesday, February 28, 2024, at Noon, or as soon thereafter as may be heard, in the administrative conference room of NRRRA at 7100 Cloyd's Mountain Road, Dublin, Virginia.

Interested persons may appear at the aforementioned time and place to present their views or may submit written comments prior to the hearing. Accommodations for disabled persons can be made with the Deputy Director by calling (540) 674-1677 at least five (5) days prior to the hearing date.

**NEW RIVER RESOURCE AUTHORITY
7100 CLOYD'S MOUNTAIN ROAD
POST OFFICE BOX 1246
DUBLIN, VIRGINIA 24084**

The motion to advertise the Public Rate Hearing on February 28, 2024, was made by Mr. Starnes. The motion was seconded by Mr. Compton and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

Mr. Levine presented the Executive Director's Report. In summary of the Balance Sheet for December 2023, revenues to date are 5.8% above projections and expenses are 1.5% below projections to date. Construction Debris numbers are down for non-members. Regarding operations, Mr. Levine noted that November 15, 2023, the Audit Committee met, and Mr. Fijalkowski (Human Resources Liaison) met with Marjorie Atkins and Howard Estes to review HR programs and Personnel Policy revisions. December 6, 2023, the Budget Committee met. December 12, Mr. Levine met with Mr. Jon Lanford, the Executive Director of Roanoke Valley

Resource Authority. December 29, SCS Global submitted items to the Climate Action Reserve. January 23-25, LaBella Associates will be holding Virginia Waste Management Operator Class 1 & 2 training at Cloyd's Mountain Facility.

Mr. Levine presented the Engineering section of the Agenda.

Mr. Monk noted that this will be year seven of post construction monitoring at West Fork Mitigation Site. After this year, the next monitoring will be year ten.

The Chairman invited Public Comments.

No comments were presented.

The motion to adjourn the meeting was made by Mr. Compton. The motion was seconded by Mr. Asbury and approved by a recorded roll call vote of the Authority as follows:

Mr. Asbury	<u>yes</u>	Mr. Kirkner	<u>yes</u>
Mr. Compton	<u>yes</u>	Mr. Starnes	<u>yes</u>
Mr. Fijalkowski	<u>yes</u>	Mr. Sweet	<u>yes</u>
Mr. Helms	<u>yes</u>	Mr. Baker	<u>yes</u>

The meeting adjourned at 12:33pm.

The next scheduled meeting of the Authority is Wednesday, February 28, 2024, 12:00, (NOON), at 7100 Cloyd's Mountain Road.

Respectfully Submitted,

Brandon J. Atkins
Compliance Assistant

Approved at 02/28/2024 Board Meeting.

Paul W. Baker
Paul W. Baker, Chairman

Robert P. Asbury, Jr.
Robert P. Asbury, Secretary



NRRA
PUBLIC COMMENT
REGISTRATION
JANUARY 17, 2024

Please register below if you wish to speak during the “Public Comment” portion of the Agenda. Speakers are limited to five minutes.

NAME: _____ **ADDRESS:** _____ **PHONE OR EMAIL:** _____

1. _____

2. _____

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