



Region 2000 Services Authority
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Date: October 26th, 2022; 2:00 PM
Location: CVPDC Offices
828 Main Street, 12th Floor
Lynchburg Virginia

Meeting Minutes

Present:

Frank Rogers, Campbell County
Susan Adams, Appomattox County
Kent White, City of Lynchburg
Candy McGarry, Nelson County

Staff Present:

Alec Brebner
Sandy Dobyns
Tonya Hengeli
Kirsten Trautman
Clark Gibson

1. Welcome

Frank Rogers welcomes everyone and thanks them for joining today. With no one from the board online, the board was able to move to the approval of the meeting minutes.

2. Minutes of Regular Meeting, May 25, 2022, and Special Called Meetings

Frank Rogers asked since the board has had several meeting minutes to review, what is the board's pleasure for these?

Ken White spoke up saying that since he was not present for the first two minutes, he requested to abstain from voting on these particular meeting minutes. Frank Rogers agreed with him and asked if everyone else was on board with this as well.

Susan Adams inquired about a revision that needed to be made to the May 25th meeting minutes. Tonya Hengeli responded saying the revisions were made and should be shown.

Frank Rogers entertained a motion to approve the meeting minutes from May 25th and the special call meetings. Susan Adams made the motion to approve the meeting minutes and Candy McGarry seconded it.

Frank Rogers recognized that Kent White would be abstaining from voting. The motion to approve the meeting minutes passed on a 3-0 vote with 1 abstention.

3. Fiscal Year 2023 Budget Consideration

Frank said that he understood that they were still awaiting the outcome of mediation for the budget. He said his thought was to go ahead to push this back to the January meeting.

Susan Adams spoke out saying she would be able with approving the operating year since, by the time they get through all of the litigation, it will be January. Frank thought that was a fair point; however, he was trying to keep the pressure on this for the timeline.

Alec Brebner read the prepared motion to approve the Fiscal Year 2023 budget as presented by staff through January 6th, 2022, which would be a 90-day period, except that the 75% shown to be paid to Campbell and the 25% shown to be paid to the Authority from Airspace Reserve in fiscal years 2022 and 2023 will not be part of the budget but will be held in a separate account. The portion of the 25% shown as revenue to the Authority through January 31 will instead be funded by borrowing that amount from the Closure/Post-Closure Fund. Member Jurisdictions will use their best efforts to resolve all issues currently in litigation and agree to continue non-binding mediation.

Frank Rogers asked if there was a motion to approve the FY 2023 budget.

Susan said she was waiting for the opportunity to discuss it.

Frank then made the motion for the purpose of discussion.

For discussion, Susan asked if there was any way that we can approve this FY budget since it sounded like the motion alludes to the calendar year, 2022. Frank recalled referring to Candy and asking her, she helped everyone out with the clarification of dates when they first started. Candy said that she did not recall at this time, but the motion mirrors what they did in September.

Tonya explained that this was because it was calculated differently starting September 1st since that is when the spilt of the fund happened.

Frank said if there was no further discussion, he would then call for a vote.

All were in favor of the motion. The motion passed.

4. Audit Engagement Letter

Frank said that now they need the actual authorizing governing bodies to consider and approve the audit engagement letter.

Alec Brebner said that RFCA has changed its process and the auditors have asked the PDCs to have their governing bodies approve the engagement letter. He said that

historically this has been done as the chair and executive director's responsibility. The auditors' argument for this was to put the board on notice. This opens communication between the auditors and board members. Alec mentioned that the board members probably already received a fraud risk assessment form. This was just part of their thorough process.

Frank asked Alec what he needed a motion for.

Alec said that he needed a motion to approve the audit engagement letter.

Tonya Hengeli spoke up saying that the letter was essentially a contract to agree that instead of a two to a three-year period of time between audits, they will be doing this every year.

Susan said she needed some clarification and explained that they would usually get the engagement letter after the auditors had presented it or for the next audit. She asked Alec are they doing this for different PDCs.

Alec explained that they are doing it the same way for the PDC and the Service Authority. He explained that currently, CVPDC does not currently have a multi-year contract with RFCA. It was RFCA's recommendation that they consider the letter in place of a multi-year contract. The board has the fiduciary responsibility of oversight, and the audit is being performed on behalf of the board. Alec said that should the board choose not to approve this, it would then bring up the question of what should happen.

Frank said that he understood that they would be approving the engagement letter for the previous year.

Susan asked Alec if he procured services and if he did that the multi-year service could be done through that.

Candy asked why RFCA was including 2021 if this had also been done.

Sandy Dobyons said that this was for comparison for a year to year and they always report two years at a time. That way they have 2021 and 2022 to compare with everything that is presented.

Frank entertained a motion to approve the audit engagement letter.

Candy McGarry made the motion and Kent White seconded the motion.

All were in favor. The motion passed.

5. Organizational Reports

a. Financial Report, FY23, 1st Quarter (attachment) Sandy Dobyms

Sandy explained that they have compiled everything through September 30th and have reviewed it. Everything seemed on track except for the equipment repairs and rental line item, which is higher than normal. Sandy said that they are aware of what the issues are.

Clark Gibson explained that the outside cost of the equipment was caused by the significant expenses of repairing scales that basically needed to be rebuilt.

Sandy said the last thing that she wanted to mention was that they finally received the vehicle that had been ordered in budget year FY22 and that was accounted for.

b. Staffing Update.....Alec Brebner

Alec announced that Tonya Hengeli will be leaving in the Spring and during the time that she is still here, the search for a finance operator will be starting. The landfill staff is currently down four people and this does put additional pressure on the staff.

c. Director’s Report.....Clark Gibson

Clark explained that they will be working on the 2024 budget in the upcoming months to present it in January. He did include the Pro Forma budget that showed an almost four-dollar increase between '23-24 and noted that is due to only one \$0.50 increase in FY 18.

For the Tonnage report, Clark said that the tonnage has increased from last year and this typically balances out in the winter months.

For the Odor report, Clark explained that there were two complaints from two addresses in June, one complaint from one address in July, no complaints for August, and six complaints from two addresses in September. In October, there currently was only one complaint from one address.

Clark said that they tried to track down why there would be six complaints in September but there was nothing usual happening at the landfill but explained that the weather change may have caused this effect.

6. Closed Session

Frank explained unfortunately that the legal counsel was not able to be present, and they will do the closed session in January.

7. Public Comment

Frank opened the floor to anyone who would like to participate in public comment.

Mr. Hardie spoke up saying that he had a few things. The first thing was that the agenda did not include the electronic meeting information.

The second thing he wanted to address was the complaint that he had made on Oct 23 that throughout the day there were noticeable gasses that could be experienced. He was concerned that no one had reached out or sent responses asking for more information.

The third thing that he wanted to address was a church that was experiencing serious damage to their property due to vultures that stay around and near the landfill.

Frank thanked Mr. Hardie for speaking up and asked if anyone else would like to offer public comment. With no one else speaking up, the next item was addressed on the agenda.

8. Calendar Year 2023 Meeting Schedule

Alec posed four dates for future meetings, such as a June meeting instead of a July meeting.

Frank thanked Alec for getting dates together for them and agreed that was a great schedule to start with.

Alec recommended that a motion be made to approve the dates given for future meetings.

Kent White motioned to approve the calendar schedule and Frank Rogers seconded it.

All were in favor. The motion passed.

9. Adjournment

Before they adjourned, Frank asked if there was anything that the staff or authority members wished to discuss.

Susan Adams said she wanted to address what Mr. Hardie had spoken on. She thought it was unfair to assume that the vultures were there because of the landfill and thought there may be other reasons why they are there. She wanted to commend the staff on the effort that they have made to control odor. She mentioned that they may want to entertain a public comment policy that a person can only speak on one subject matter once a year.

Candy asked Clark if there was anything they can do about the vultures.

Clark explained that they had contacted wildlife management because they are a protected bird species. They had used the noise maker to scare them. They do monitor the area and try to keep it as clear as possible.

Frank asked if that was all, and he entertained a motion to adjourn.

Susan Adams made the motion and Frank Rogers seconded it.

All were in favor, and the meeting was adjourned.

Signature Denoting Approval

X 

Alec Brebner, Secretary

10/18/22
Date