

**ROANOKE VALLEY RESOURCE AUTHORITY
TINKER CREEK TRANSFER STATION
1020 HOLLINS ROAD, N.E.
ROANOKE, VIRGINIA 24012**

MINUTES OF MARCH 26, 2025

The Roanoke Valley Resource Authority met at the Tinker Creek Transfer Station, 1020 Hollins Road NE, Roanoke, Virginia 24012.

OPENING CEREMONIES

Call to Order: Chair Owens called the meeting to order at 12:09 p.m., followed by roll call for attendance.

Members Present: Steve Bandy, Roanoke County
Doug Blount, Roanoke County
Laurie Gearheart, Roanoke County
Rob Light, City of Salem
Rebecca Owens, Roanoke County (Chair)
Pete Peters, Town of Vinton
Jeffrey Powell, City of Roanoke (Vice Chair)
Todd Simmons, Roanoke County

Members Absent: Mike McEvoy, City of Roanoke

Staff Present: Jim Guynn, Attorney
Jon Lanford, Chief Executive Officer
Brad Brewer, Finance Manager
Jeff Harbin, Director of Operations - Field Services
Lorie Bess, Board Secretary

REQUESTS TO POSTPONE, ADD TO, OR CHANGE THE ORDER OF AGENDA ITEMS

The following item was added to the agenda:

Closed Session pursuant to the Code of Virginia, 1950, as amended, to discuss the following:
Section 2.2-3711(A)(1) – Personnel Matters: performance of specific public officers, appointees, or employees of any public body, specifically the Chief Executive Officer.

BUSINESS – ACTION ITEM

FY 2025-2026 ANNUAL OPERATING AND RESERVES BUDGET AND NOTICE OF PUBLIC HEARING

The draft FY'26 RVRA Operating and Reserve funds Budget in the total amount of \$19,116,734 was balanced and represented an overall increase of \$2,367,144 (+ 14.1%) from the FY'25 budget of \$16,749,590. The budget included an increase of \$1.50/ton (+2.7%) in Municipal tipping fees, and an increase of \$2.00/ton (+ 3.0%) for Commercial and Private tipping fees. With no further adjustments to revenues or expenses, the net impact was an increase in its budgeted Transfer to Reserves of \$1,102,663 (66.1%). Staff proposed an increase in its Wood Waste tipping fees from \$38/ton to \$39/ton, to more appropriately cover increases in its costs and remain consistent with current market conditions. The budget allows for proper funding of the anticipated operating and capital expenditures based on realistic revenue estimates.

Projected Total Revenues (\$19,116,734) included the following major impacts:

1. A net increase in Disposal Fees of \$1,480,855 (+9.0%) primarily due to a projected increase of approximately \$1,249,200 in Contracted Municipal Solid Waste (MSW) and \$219,000 in increased Commercial tipping fees; and
2. A new revenue stream of \$831,289 from the sale of renewable natural gas (RNG); and
3. A net increase in Interest Income of \$50,000 in line with current market conditions.

Projected Total Expenses (\$19,116,734) included the following major impacts:

1. A total increase in Personnel costs of \$265,993 (+6.9%) primarily due to proposed, average, merit/performance salary adjustments of 3% (\$63,589).
2. A total increase in Operating costs of \$1,003,827 (+10.7%) primarily due to:
 - a. Net increase in MSW Transportation costs of \$289,774 primarily due to projected transportation contractor cost increase of 5% (\$198,550) and an increase of \$91,224 due to increased tonnage; and
 - b. Increase in Waste Water Transportation costs of \$475,558 primarily due to increased leachate quantities associated with operating an expanded landfill.
3. A total increase of \$1,102,663 in Transfers to the Reserves. There are other minor adjustments to specific revenue and expenditure line items.

There was general discussion regarding health insurance costs and salary increases. Mr. Lanford noted the budget included a 3% salary increase for all employees, plus staff in the operations field would receive an additional 1%. He also noted the health insurance premium increase would be covered by the Authority.

Mr. Lanford reported the budget would be presented to the localities on the following dates:

April 7, 2025 at 2:00 p.m. – City of Roanoke
April 8, 2025 at 2:00 p.m. – Roanoke County
April 15, 2025 at 6:00 p.m. – Town of Vinton
April 28, 2025 at 6:30 p.m. – City of Salem

RESOLUTION OF THE ROANOKE VALLEY RESOURCE AUTHORITY
Adopted this 26th day of March 2025
RA#2025-12

A RESOLUTION approving the Authority's Annual Operating and Reserves budget for fiscal year 2025-2026 and authorizing submittal of such budget to the governing bodies of the Member Users for approval.

BE IT RESOLVED by the Roanoke Valley Resource Authority that:

1. The fiscal year 2025-2026 Annual Operating and Reserves Budget for the Roanoke Valley Resource Authority as set forth in the report and accompanying attachments by the Chief Executive Officer dated March 26, 2025, and submitted to this Board is hereby approved; and
2. The Chief Executive Officer and Secretary are authorized on behalf of the Authority to submit the fiscal year 2025-2026 Annual Operating and Reserves budget and related documents to the governing bodies of the Member Users, being the County of Roanoke, the Cities of Roanoke and Salem, and the Town of Vinton, for approval in accordance with the requirements of the Roanoke Valley Resource Authority Members and Facilities Use Agreement, dated as of July 1, 2025, as amended.

MOTION: That the Board approve the RVRA FY 2025-2026 Annual Budget and Reserve Funds, as presented.

MOTION: Ms. Gearheart

SECOND: Mr. Powell

AYES: Unanimous

ABSENT: Mr. McEvoy

RESOLUTION: RA2025-12

RESOLUTION OF THE ROANOKE VALLEY RESOURCE AUTHORITY

Adopted this 26th day of March 2025

RA#2025-13

**A RESOLUTION SETTING FORTH AND PROVIDING FOR PUBLIC NOTICE
AND HEARING ON THE AUTHORITY'S PRELIMINARY SCHEDULE OF
REVISED RATES, FEES, AND CHARGES TO BE EFFECTIVE JULY 1, 2025.**

WHEREAS, the Roanoke Valley Resource Authority ("Authority"), in accordance with the provisions of the Virginia Water and Waste Authorities Act, intends to establish a revised schedule of rates, fees, and charges to be charged by the Authority to users of the Authority's garbage and refuse collection and disposal system and related facilities ("System"), providing for the following changes in the Authority's rates, fees, and charges:

- (i) increase the Municipal Waste Fee from \$56.50/ton to \$58.00/ton; and
- (ii) increase the Commercial, Construction & Demolition Debris, Dead Animals, and Asbestos (non-friable) fees from \$67.50/ton to \$69.50/ton; and
- (iii) increase the Wood Waste (untreated) from \$38.00/ton to \$39.00/ton; and
- (iv) increase the Others (as determined by Resource Authority) from \$67.50 \$100.00 per ton to \$69.50 - \$100.00 per ton.

NOW, THEREFORE, BE IT RESOLVED by the Roanoke Valley Resource Authority as follows:

1. Fees and Charges. The Authority hereby adopts the preliminary schedule of revised rates, fees, and charges to be charged by the Authority effective July 1, 2025, for the use of the System are as set forth on Exhibit A, which is attached to and incorporated in this resolution.

2. Public Hearing. A Public Hearing is hereby scheduled for the Authority's regularly scheduled June Board Meeting at 12:00 p.m. on June 25, 2025 at the Authority's Tinker Creek Transfer Station on the preliminary schedule of revised rates, fees, and charges.

3. Notice of Public Hearing. The Chief Executive Officer and Secretary of the Authority are authorized and directed to publish the required Notice of Public Hearing setting forth the preliminary schedule of revised rates, fees, and charges to be given by two publications, at least 6 days apart, in a newspaper having general circulation in the area to be served by the Authority with the second notice being published at least 14 days before the date fixed in such notice for the hearing. The Authority Secretary is authorized and directed to mail a copy of such Notice of

Public Hearing, including this Resolution, to the Board of Supervisors of Roanoke County, the Town Council of the Town of Vinton, and the City Councils of the City of Roanoke and the City of Salem. After such public hearing, the preliminary schedule, either as originally adopted or as amended, may be adopted and put into effect.

4. Effective Date. This Resolution shall take effect immediately.

MOTION: That the Board approve the resolution setting forth and providing for public notice and hearing on the Authority's preliminary schedule of revised rates, fees, and charges to be effective July 1, 2025.

MOTION: Mr. Light

SECOND: Mr. Powell

AYES: Unanimous

ABSENT: Mr. McEvoy

RESOLUTION: RA2025-13

**ROANOKE VALLEY RESOURCE AUTHORITY
WASTE DISPOSAL FEES AND CHARGES
AS OF: JULY 1, 2025**

MUNICIPAL WASTE	\$58.00 PER TON
COMMERCIAL WASTE ⁽¹⁾	\$69.50 PER TON
CONSTRUCTION AND DEMOLITION WASTE ⁽¹⁾	\$69.50 PER TON
WOOD WASTE	
CLEAN LOADS OF UNTREATED BRUSH OR WOOD SUITABLE FOR TUB GRINDING	\$39.00 PER TON
TIRES ⁽¹⁾	\$255.00 PER TON
TIRES MIXED WITH OTHER WASTE	PREVAILING RATE PLUS \$5.00 PER TIRE
SPECIAL WASTES (ACCEPTED ONLY WITH PRIOR APPROVAL & NOTIFICATION.)	
ASBESTOS (NON FRIABLE) ⁽¹⁾	\$69.50 PER TON
ASBESTOS (FRIABLE)	\$100.00 PER TON
DEAD ANIMALS	\$69.50 PER TON
OTHERS (AS DETERMINED BY RESOURCE AUTHORITY	\$69.50 - \$100.00 PER TON
UNCOVERED VEHICLES	ADDITIONAL \$25.00
MINIMUM CHARGE FOR PER TON FEES	\$15.00
WOOD MULCH SALES (WHEN AVAILABLE)	
PICK UP TRUCKS AND SMALL TRAILERS (1 Bucket)	NO CHARGE
ALTERNATE DAILY COVER	\$25.00 PER TON
(ACCEPTED ONLY @ SMITH GAP LANDFILL WITH PRIOR NOTIFICATION & APPROVAL.)	
VEHICLE WEIGH FEE (NON-MEMBER VEHICLES)	\$25.00
UNACCEPTABLE WASTE CHARGES ⁽¹⁾	\$100.00 PER TON @ MINIMUM ONE TON + HANDLING COSTS, RELATED DAMAGES, AND LOST REVENUE
LATE ACCOUNT PENALTY 10% OF AMOUNT PLUS INTEREST AT THE LEGAL RATE ON THE PRINCIPAL	

FOOTNOTE: (1) an additional \$0.16 per ton fuel surcharge will be adjusted up/down, but not below posted base rate, and applied quarterly for each \$0.10/gal increase in diesel prices above \$5.15/gal at the end of the immediately preceding quarter as published for "u.s. on-highway diesel fuel prices" for the "lower Atlantic" @[HTTPS://WWW.EIA.GOV/PETROLEUM/GASDIESEL/](https://WWW.EIA.GOV/PETROLEUM/GASDIESEL/)

Note: THE ROANOKE VALLEY RESOURCE AUTHORITY RESERVES THE RIGHT TO ESTABLISH FEES AND CHARGES AS IT DEEMS NECESSARY AND APPROPRIATE FOR WASTES NOT LISTED HEREIN AND TO REFUSE TO ACCEPT ANY MATERIAL DEEMED BY THE AUTHORITY TO BE UNACCEPTABLE.

BUSINESS – INFORMATION ITEM

None.

CONSENT AGENDA

MINUTES OF FEBRUARY 26, 2025

MOTION: That the Board approve the consent agenda item, as presented.

MOTION: Mr. Blount

SECOND: Mr. Peters

AYES: Unanimous

ABSENT: Mr. McEvoy

RESOLUTION: RA2025-14

REPORTS

FINANCIAL REPORTS

Mr. Brewer reviewed the following financial reports for month ending February 28, 2025.

1. Statement of Cash Balances
2. Statement of Operations
3. Reconciliation of Net Income to Cash Provided by Operations (Cash Basis)
4. Summary of Reserve Funds
5. Summary of Cash Reserve Funds Transferred from Roanoke Valley Regional Solid Waste Management Board
6. Cumulative Statement of Operations
7. VRA2021A Bond Issuance

WASTE TONNAGE REPORT

Mr. Lanford reviewed the Waste Tonnage report noting we are approximately 23,000 tons above what was budgeted. The following monthly reports were provided to the Board as information:

- FY24-25 Monthly Trailer Report
- Residential Waste Report
- Woodwaste Report
- Recycling Report
- Household Hazardous Waste Report

AIR SPACE REPORT

Mr. Lanford reviewed the Airspace Report. He discussed compaction and explained we are only four months into running this program but he is hoping to get to 0.75 on density. Meanwhile, we will continue to gather more information for more precise data. He noted we are projecting along as planned overall and this information is somewhat limited at this point.

Smith Gap Landfill
Surveyed March 13, 2025
Coordinate Reference System: RVRA.jxl
UTILIZATION BETWEEN SURVEYS

February 10, 2025 vs. March 13, 2025						
Actual Tonnage Received (Smith Gap): 30,123.5 tons						
Volume Cut (yd ³)	Volume Fill (yd ³)	Volume Net (yd ³)	Density (t per yd ³)	Tonnage Cut (t)	Tonnage Fill (t)	Tonnage Net (t)
12,211.8	58,944.5	46,732.8	0.522	6,374.6	30,769.0	24,394.5

REMAINING AIRSPACE

March 13, 2025 Survey vs. Permit Master Model Cells I-VII (Top of Intermediate Cover)						
Estimated Annual Tonnage (Smith Gap): 330,000						
Volume Cut (yd ³)	Volume Fill (yd ³)	Volume Net (yd ³)	Density (t per yd ³)	Tonnage Cut (t)	Tonnage Fill (t)	Tonnage Net (t)
53,485.3	3,202,272.3	3,148,787.0	0.522	27,919.3	1,771,586.1	1,643,666.9
Estimated Remaining Airspace (Years)						4.98

Note: Airspace estimates do not directly include daily cover estimates; however, the density factor is also artificially low, as it does not include cover materials. This methodology significantly nullifies the error, but it should always be considered.

PROJECT STATUS REPORT

None.

PUBLIC QUESTIONS AND COMMENTS

None.

CHIEF EXECUTIVE OFFICER REPORT

Mr. Lanford reported on the following topics:

- A meeting was held with FEMA representatives and RVRA has received an extension. Mr. Lanford noted they may also fund mitigation improvements for RVRA and Thompson Litton is helping us design those improvements.
- There was a preapplication meeting with Waters of the US for the access road for Cells 8 and 9, which is the next phase we should start on.
- Mr. Harbin is participating in an internship program with Roanoke City, and we have had a young man with us this week digitizing some of our maps and plans. Hopefully he will be with us through June.
- Mr. Haskell Brown, attorney, is actively working to update our Employee Handbook and will present a draft for the Board's review during a future meeting, with projected approval of the Handbook by July 1, 2025.
- Held a planning work group last week with Katie Beach and worked as a team on ideas and actions for our Master Plan.

BOARD MEMBER COMMENTS

Mr. Powell inquired if it would be possible for RVRA to recycle using a Material Recovery Facility (MRF). He noted Roanoke City still does curbside pickup, but they aren't taking certain commodities and contamination rates are high, as expected. Mr. Lanford replied he would be happy to discuss the option and would visit Southeastern Public Service Authority (SPSA) to see how they do it and gather information to report back to the Board.

Mr. Blount added that the RDS floor is shut down on a regular basis and contamination rates are really high. He stated they budget for a loss on recycling each year.

Mr. Harbin stated in reality it all goes to the landfill at some point. He suggested looking for a cheap industrial-sized building with plenty of floor space, rather than trying to build a brand-new facility.

CLOSED SESSION

MOTION: That the Board go into Closed Session pursuant to the *Code of Virginia, 1950*, as amended, to discuss the following:

- Section 2.2-3711(A)(1) – Personnel Matters: performance of specific public officers, appointees, or employees of any public body, specifically the Chief Executive Officer.
- Section 2.2-3711(A)(29) – Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

MOTION: Ms. Gearheart

SECOND: Mr. Bandy

AYES: Unanimous

ABSENT: Mr. McEvoy

TIME: 12:44 p.m.

RESOLUTION: RA2025-15

CERTIFICATION OF CLOSED SESSION

MOTION: That the Board return to Regular Session from Closed Session and adopted the following resolution by roll-call vote:

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

MOTION: Ms. Gearheart

SECOND: Mr. Bandy

AYES: Unanimous

ABSENT: Mr. McEvoy

TIME: 1:17 p.m.

RESOLUTION: RA2025-16

ADJOURNMENT

Hearing no other questions or comments, Chair Owens adjourned the meeting at 1:18 p.m.

Respectfully submitted,



Lorie C. Bess
Board Secretary