

*Twin County*TM
CHAMBER OF COMMERCE

May 14, 2020

Board of Supervisors
County of Carroll, Virginia
605 Pine Street
Hillsville, Virginia 24343

Subject: Funding for the Twin County Chamber of Commerce for Carroll County Municipal Budget 2020-21

Board of Supervisors:

We write to you today on behalf of an organization that we greatly believe in. The Twin County Chamber of Commerce is dedicated to encouraging, promoting, and serving regional businesses and community services through advocacy, economic development, education, and community engagement. The Twin County Chamber of Commerce represents the business communities of Carroll County, Grayson County, and the City of Galax. At the time of this writing, the Chamber proudly serves 130 members throughout. The Chamber is managed by a 21 seat board of directors with representatives from each region in groups of 7.

The Chamber has been supported for many years by the **County of Carroll, Virginia**. Most recent support of **\$5,500** per municipal year. This funding has been critical to our organization as economic changes in our region and small communities have forced many businesses to relocate, shut down, or pull back from community investment. Ultimately affecting our membership levels.

We recently learned via *email* that our funding for Q4 of municipal year 2019-20 had been cut. This occurred after we requested release of the Q4 2019-20 funding in anticipation of its receipt by timeline. This cut of \$1,375 is the equivalent of losing on average 10 memberships.

At this point, we are highly concerned about funding in the municipal year 2020-21. In an article of the Carroll News published December 11, 2019, the Twin County Chamber was noted during budget discussions in relation to potential cuts. In your letter to **Carroll County** citizens, as published April 28, 2020 by the Carroll News, you noted "eliminate all funding to nonessential agencies or nonprofits".

We were greatly appreciative of the audience that your Budget Committee gave our Board President Anthony Edwards on February 26, 2020 to discuss the Chamber's municipal request of **\$5,500** for municipal year 2020-21. It was reported to our organization board that the conversation was positive and forward looking.

However, these notations in the newspaper on December 11, 2019 and April 28, 2020 concern our Board of Directors and even more, specifically, the Chamber Board Members that represent the **Carroll County** region of our footprint.

Our organization has worked diligently over the past 3 years to reorganize and build a new strategy for serving our communities. In doing so, we have created new synergy, high efficiency committee structures, and new programs to serve our area. We believe our hard work has built an incredible new foundation for our legacy organization.

Our goal in **Carroll County** for the future is to increase our relationship with the county government, and furthermore the Economic Development Authority of **Carroll County**. By increasing our partnership and relationship strategy, the Chamber can be an influential partner of the government in bringing new businesses to our area as well as helping existing organizations stay local.

The Chamber has recently hired a new Executive Director, Laura Whitt, for whom we are excited to see grow in her new leadership role in the community. Already we have seen her bring in multiple new members, plan events, and coordinate with centers of influence in **Carroll County** and beyond. Ms. Whitt is soon to launch quarterly breakfast meetings with community leaders and businesses, educational opportunities regarding fire and safety for small businesses, and additional in-person and online Chamber after-hour events.

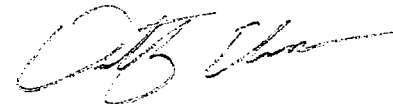
We are soon launching a library project for young learners in our communities. We are working to spotlight professional individuals under the age of 40 for their hard work and dedication to our region. We continue to build on legacy events and create new ones that will become legacies of their own with time.

It is understood and well respected that you are investigating multiple areas of the **County of Carroll, Virginia** budget for municipal year 2020-21. These investigations are evaluating necessity and community dependency on programs and services.

We ask today that in your evaluation of this budget, that our request of **\$5,500** be strongly considered. Continuing to support our organization today will undoubtedly lead to advancement in the economics of the **Carroll County** area. We ask that you continue to fund this new energy that we have created.

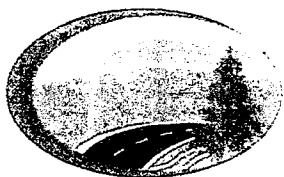
An energy that will be of great value to the **Carroll County** area.

Together to Prosper,



Anthony Edwards
President - Board of Directors
Twin County Chamber of Commerce
Carroll County Area
(C): 336-401-1698
(E): anthony.edwards@twincountyva.com

[signatures of support on next page]



*Twin County*TM
CHAMBER OF COMMERCE

Signed:

Greg Pearson
Vice-President - Board of Directors
Officers Committee

Laura Whitt
Executive Director
Officers Committee

Jennie Stucchio
Secretary - Board of Directors
Officers Committee

Michael Stevens
Treasurer - Board of Directors
Officers Committee
Co-Chair - Smoke on the Mountain Committee

Matt Hawks
Chamber Board - Carroll County Area

Craig Bowman
Chamber Board - Carroll County Area

Willis Rotenizer
Chamber Board - Carroll County Area
Chair - Hillsville Christmas Bazaar Program

Teresa Catron
Chamber Board - Carroll County Area

CARROLL COUNTY EMERGENCY SERVICES

FIRE CALLS RESPONSE SUMMARY

County-Wide Summary						
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-20	55	14	5	1	19	16
Feb-20	43	9	0	5	14	15
Mar-20	67	16	4	8	15	24
Apr-20	61	13	6	6	11	25
May-20	0	0	0	0	0	0
Jun-20	0	0	0	0	0	0
Jul-20	0	0	0	0	0	0
Aug-20	0	0	0	0	0	0
Sep-20	0	0	0	0	0	0
Oct-20	0	0	0	0	0	0
Nov-20	0	0	0	0	0	0
Dec-20	0	0	0	0	0	0
2020 TOTAL	226	52	15	20	59	80

Note:

CCFR responds on ALL calls with the volunteer fire departments to provide man-power support with air-pack qualified personnel, to be used at the discretion of the fire chief.

Cana Fire Department							Laurel Fork Fire Department					
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-20	27	4	1	1	9	12	2	0	0	0	2	0
Feb-20	17	2	0	3	4	8	14	4	0	0	6	4
Mar-20	28	5	3	3	5	12	6	4	0	0	1	1
Apr-20	28	5	3	3	5	12	5	3	0	0	1	1
May-20	0	0	0	0	0	0	0	0	0	0	0	0
Jun-20	0	0	0	0	0	0	0	0	0	0	0	0
Jul-20	0	0	0	0	0	0	0	0	0	0	0	0
Aug-20	0	0	0	0	0	0	0	0	0	0	0	0
Sep-20	0	0	0	0	0	0	0	0	0	0	0	0
Oct-20	0	0	0	0	0	0	0	0	0	0	0	0
Nov-20	0	0	0	0	0	0	0	0	0	0	0	0
Dec-20	0	0	0	0	0	0	0	0	0	0	0	0
2020 TOTAL	27	4	1	10	23	44	27	11	0	0	10	6

Hillsville Fire Department						
Month	Total Calls Dispatched	Structure Fires	Vehicle Fires	Brush Fires	MVC	Other
Jan-20	26	10	4	0	8	4
Feb-20	12	3	0	2	4	3
Mar-20	33	7	1	5	9	11
Apr-20	28	5	3	3	5	12
May-20	0	0	0	0	0	0
Jun-20	0	0	0	0	0	0
Jul-20	0	0	0	0	0	0
Aug-20	0	0	0	0	0	0
Sep-20	0	0	0	0	0	0
Oct-20	0	0	0	0	0	0
Nov-20	0	0	0	0	0	0
Dec-20	0	0	0	0	0	0
2020 TOTAL	99	25	8	10	26	30

Outside agencies also responded to the following number of fire calls within Carroll County:

Fries Fire Department 2
Galax Fire Department 12

CARROLL COUNTY EMERGENCY SERVICES

EMS CALLS RESPONSE SUMMARY

County-Wide Summary										
Month	GRAND TOTAL ANSWERED CALLS ALL AGENCIES	CCFR Total Dispatched	CCFR 911	Inter- Facility Transports	Returns to SNF / Homes	Total of Volunteer Calls Dispatched	Total Volunteer Calls Unable to Respond	Total Answered with CCFR Assist	Total Answered without CCFR Assist	% Missed Calls by all Volunteers Combined
Jan-20	402	315	276	24	15	158	56	26	76	35%
Feb-20	401	335	278	33	24	139	66	18	55	47%
Mar-20	450	360	299	26	35	164	52	30	82	35%
Apr-20	376	290	238	20	32	127	37	18	72	47%
May-20	0	0	0	0	0	0	0	0	0	0%
Jun-20	0	0	0	0	0	0	0	0	0	0%
Jul-20	0	0	0	0	0	0	0	0	0	0%
Aug-20	0	0	0	0	0	0	0	0	0	0%
Sep-20	0	0	0	0	0	0	0	0	0	0%
Oct-20	0	0	0	0	0	0	0	0	0	0%
Nov-20	0	0	0	0	0	0	0	0	0	0%
Dec-20	0	0	0	0	0	0	0	0	0	0%
2020 TOTAL	1629	1300	276	103	15	158	211	92	76	0%

Laurel Rescue						
Month	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance
Jan-20	49	20	13	16	41%	67%
Feb-20	30	9	14	7	30%	77%
Mar-20	36	11	15	10	41%	67%
Apr-20	29	15	11	3	30%	77%
May-20	0	0	0	0	0%	0%
Jun-20	0	0	0	0	0%	0%
Jul-20	0	0	0	0	0%	0%
Aug-20	0	0	0	0	0%	0%
Sep-20	0	0	0	0	0%	0%
Oct-20	0	0	0	0	0%	0%
Nov-20	0	0	0	0	0%	0%
Dec-20	0	0	0	0	0%	0%
2020 TOTAL	49	55	13	36	13%	26%

Outside agencies also responded to the following number of rescue calls within Carroll County:

Fries Fire & Rescue 6
Galax Grayson EMS 4

Laurel Fork Rescue							Pipers Gap Rescue					
Month	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance	Total Dispatched	Total Answered w/o Assistance	Total Answered w/ CCFR Assistance	Total Not Answered	% Answered Without Assistance	% Calls Answered With and Without Assistance
Jan-20	27	0	0	27	0%	0%	82	56	13	13	68%	84%
Feb-20	41	1	0	40	0%	0%	68	45	4	19	66%	72%
Mar-20	23	0	1	22	0%	0%	105	71	14	20	68%	84%
Apr-20	27	0	0	27	0%	0%	71	57	7	7	66%	72%
May-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Jun-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Jul-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Aug-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Sep-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Oct-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Nov-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
Dec-20	0	0	0	0	0%	0%	0	0	0	0	0%	0%
2020 TOTAL	118	1	1	116	0%	0%	326	229	38	59	22%	26%

CARROLL COUNTY CHILDREN'S SERVICES ACT
605-8 PINE STREET
HILLSVILLE, VA 24343

Local CSA Appropriation for FY20	\$1,105,147.00
Local CSA Expenditures through 05/20	<u>(876,349.62)</u>
LOCAL CSA BALANCE FY20	\$ 228,797.38



Teresa Isom, Fiscal Agent

CARROLL COUNTY

CARROLL COUNTY GOVERNMENTAL COMPLEX



TERESA ISOM - DIRECTOR

DEPARTMENT OF SOCIAL SERVICES

June 2, 2020

CARROLL COUNTY DEPARTMENT OF SOCIAL SERVICES EXPENDITURES

Local Social Services Appropriation 2019-2020	\$618,757.00
Less 2/24/20 Budget Reduction	(30,000.00)
Local Social Services Expenditures through 05/20	<u>(361,445.38)</u>
 LOCAL SOCIAL SERVICES BALANCE FY20	 \$227,311.62

A handwritten signature in black ink, appearing to read "Teresa Isom", written over a horizontal line.

Teresa Isom, Director

CARROLL COUNTY DAY REPORTING CENTER INCOME / EXPENSE SHEET FOR YEAR 2019/2020

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Y.T.D.
INCOME													
CLIENT PARTICIPATION FEES	120	540	184	360	300	420	240	180	720	200			\$3,264.00
TOTAL INCOME	120.00	540.00	184.00	360.00	300.00	420.00	240.00	180.00	720.00	200.00			\$3,264.00
EXPENSE													
SUPPLIES													
DRUG SCREENS								122.63					
CONTRACTUAL SERVICES	750		750				1575		750				\$3,825.00
SALARY	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74	4540.74		\$49,948.14
TOTAL EXPENSE	5290.74	4540.74	5290.74	4540.74	4540.74	4540.74	6115.74	4663.37	5290.74	4540.74	4540.74		\$53,895.77
INCOME / EXPENSE DIFFERENCE	-5,170.74	-4,000.74	-5,106.74	-4,180.74	-4,240.74	-4,120.74	-5,875.74	-4,483.37	-4,570.74	-4,340.74	-4,540.74		-\$50,631.77
NRV JAIL SAVINGS	6675.454	11173.5	13408.2	12405.45	16502.4	17161.35	17820.3	23120.55	23091.9	21487.5	22203.75		\$185,050.35
LABOR SAVED	1186.08	1186.08	1044	1052.75	348	522	348	348					\$6,034.91
NET GAIN / LOSS	2,690.79	8,358.84	9,345.46	9,277.47	12,609.66	13,562.62	12,292.56	18,637.18	18,521.16	17146.76	17663.01		\$140,105.51

NUMBER OF CLIENTS IN PROGRAM	12	14	18	15	22	22	23	28	26	25	25	
NUMBER OF JAIL DAYS SAVED	233	390	468	433	576	599	622	807	806	750	775	
JAIL COST \$28.65 as of												

LABOR HOURS SAVED													SAVINGS
CANNERY & FARMERS MARKET 10/HOUR													
RECREATION DEPT 10.21/HOUR	490.08	490.08											\$980.16
BUS GARAGE 8.02/HOUR													
CARROLL WELLNESS CENTER 7.25/HOUR				50.75									\$50.75
MAINTENANCE 10/HOUR				480									\$480.00
LITER PICK UP 7.25/HOUR	696	696	1044	522	348	522	348	348					\$4,524.00
ANIMAL SHELTER 7.25/HOUR	1186.08	1186.08	1044	1052.75	348	522	348	348					\$6,034.91 TOTAL

BLUERIDGECROSSROADS

economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority

Regular Meeting Agenda

Tuesday, May 26, 2020

Time: 3:00 PM

Location: Crossroads Institute

1. Call to Order
2. Consent agenda:
 - a. Minutes from the March 23rd meeting
 - b. Treasurer's report for April and March
3. SBDC Report
 - a. SBDC COVID-19 Funding
4. Virginia Enterprise Zone
5. Wildwood Commerce Park
 - a. Water Availability for Wildwood from Carroll County
 - b. Enterprise Zone Incentives Water/Wastewater for Wildwood Prospects
 - c. Schedule for Natural Gas to serve Wildwood – Update on Carroll County discussions with Appalachian Natural Gas
6. Director's report
7. Announcements
8. Closed Session: Pursuant to VA Code Section 2.2-3711 (A)(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body (if necessary).
9. Adjourn

The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."

1117 East Stuart Drive . Galax, Virginia 24333
Tel: 276.236.0391 www.brceda.org

BLUERIDGECROSSROADS

economic development authority
Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority
March 23, 2020 Minutes

Roll Call

- | | | |
|-------------------|-------------------|----------------------|
| • Celzell Dalton- | Carroll County | present by telephone |
| • Rex Hill- | Carroll County | present by telephone |
| • Keith Barker- | City of Galax | present |
| • C.M. Mitchell- | City of Galax | present |
| • Bill Shepley - | Grayson County | present by telephone |
| • Kenneth Belton- | Grayson County | present |
| • Robbie McCraw- | Carroll alternate | absent |
| • Mike Larrowe- | Galax alternate | present |
| • Mike Hash- | Grayson alternate | present |
| • Others present- | | |
| o Mandy Archer- | SBDC Director | |

Call to Order

Mr. Mitchell called the meeting to order at 3:19 PM.

Consent Agenda

Mr. Barker made the motion to approve the consent agenda, including the minutes and treasurer's report, as presented. Mr. Belton seconded the motion, which carried unanimously.

SBDC Report

Ms. Archer provided an update on the 2020 contract and budget.

Mr. Belton made a motion to authorize C.M. Mitchell to sign and execute the SBDC contract once received. Mr. Barker seconded the motion, which carried unanimously.

Ms. Archer reviewed her remaining report including current client numbers and Zoom calls taking place in the next few days. The SBDC will be spending most of our time over the next few weeks concentrating on ways to help businesses navigate the COVID-19 crisis.

Wildwood Commerce Park

After discussion, the water availability was carried forward.

After discussion, the VEZ for Wildwood Prospectus was carried forward.

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BLUERIDGECROSSROADS

economic development authority
Carroll – Galax – Grayson VIRGINIA

After discussion, the natural gas schedule was carried forward.

Director's Report

Regarding the open director position, after discussion, Mr. Barker, Mr. Dalton, and Mr. Shepley will schedule a conference call with Josh Lewis with VIAA to discuss contract options, deliverables, expectations, etc. BRCEDA email will be forwarded to Ms. Archer and Ms. Plant for review.

Announcements

Mr. Larrowe made note of the recent tax deadlines.

With no further business, the meeting adjourned.

Respectfully Submitted- Keith E. Barker, Secretary

C. M. Mitchell - Chairman

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1117 East Stuart Drive • Galax, Virginia 24333
Tel: 276.601-7727 • www.brceda.org

SBDC Director Report: 5/20/20

VA State Office SBDC Updates (Funding)

Calendar Year 2020 Budget & Contract Update:

The CY 2020 contract was executed and submitted. Attached is a Q1 summary of expenditures.

CARES Act Funding:

Please see attached documents regarding email sent on May 14th, 2020. This funding is to be used for capacity building. No match requirement. \$96,243.17

ACTIONS NEEDED:

- 1) Authorize Chairman CM Mitchell to sign and execute the contract.
- 2) Approve budget as presented.
- 3) Authorize Mandy Archer to move forward with advertising and interviewing PT positions.

Blue Ridge Crossroads SBDC Updates

SBDC Public Appearances, Significant Meetings, Event Attendance, Trainings:

4/21/2020 – Opportunity SWVA Regular Meeting

5/14/2020 – Business Services Unit Quarterly Meeting

5/19/2020 – Friends of SWVA – Presented SWVA Economic Recovery Plan

All other meetings, trainings and attendance are related to COVID-19. (see below)

SBDC Projects

Website: Some content provided to website developer. The development has taken back a seat for COVID-19 responses. The Virginia SBDC has COVID and Recovery Resources on their website. Currently, we are directing most people to that. The Recovery Resource Center is a robust site being loaded with industry specific content daily. It has the support of many state agencies, including VEDP.

- The COVID-19 site has information about loan programs and guidelines:
www.virginiasbdc.org/covid
- Resource Recovery Website: www.virginiasbdc.org/recoveryresourcecenter

Training: Upcoming and recorded webinars are available to anyone. Registration and recordings are available at the Resource Recovery Website.

Professional Development & Trainings:

None scheduled at this time. In person trainings are cancelled.

Blue Ridge Crossroads SBDC

COVID-19 Response Update

as of May 20, 2020

108

COVID Customer Consultations

11

Host or Co-host of Training or Community Information Sessions

716

Participants in Training Events or Community Info Sessions

73

Non Covid Customer Interactions

106%

Increase year to date in requests for counseling assistance or information

Recorded Podcast for NR/MR Workforce Investment Board

188 Online events

Event Host/Co-Hosts
Training/Info Sessions
Partner Meetings
Planning Meetings
VA SBDC Collaboration

Keep up to date on webinars, programs and resource:



brcrossroadsbdc

virginiassbdc.org/
recoveryresourcecenter

Client Interaction Update:

Other Stats	CY 2019	YTD 2020
Accounting Referrals	19	7
Accounting Counseling	19	5
Legal Referrals	2	1
Legal Counseling	2	1
Purchase of Existing Business	2	-
Ribbon Cutting Events	8	0
LLC		5
EIN		3
Incorporation / 1023		1
Business Start records		6

Upcoming Client Training / Events / Seminars

May 22 nd	Resources for Our Community (VCC-DHCD-VA SBDC)
May 28 th	Refocus and Rebuild (Partner SWVA SBDC's, VCC, GENEDGE, UVA-Wise, SVAM)
May 29 th	PPP Loan Forgiveness (VA SBDC – VCC Event)
July 22 nd	Google – Digital Skills Summer School
October 14 th	Annual Holiday Livestream

Fall Trainings:

- Marketing
- QuickBooks

Community Involvement & Partner Updates

- Discussing with key stakeholders to conduct consumer behavior survey for community residents.
- Businesses and community members are invited to participate in weekly check-in calls with these organizations:
 - Virginia Tourism Corporation Check-in (Monday @ 3pm)
 - Opportunity SWVA Coffee Grind (Tuesday @ 2pm)
 - Rally Reunited (Thursday @ 10:30am - this may halt in June)

BRCEDA

- Rapid Response Funds Update
- Virginia Enterprise Zone Update: Reports are due July 15th

Boards & Committees

Galax City Career and Technical Education Advisory Board – No update

New River/Mount Rogers Workforce Investment Board / Business Solutions Unit –

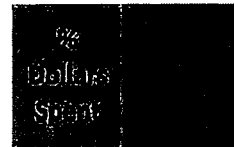
- 3/25/2020 – Recorded webinar for Virginia Career Works – Community Awareness Podcast – Episode 28: The SBA EIDL
- Crossroads Career Fair – POSTPONED
- Moving towards Virtual Job Fairs
- Applied for Virginia Youth Apprenticeship Grant
- Applied for Pathways Home Reentry Grant (SBDC letter of support provided)

MySWVA Opportunity – 4/21/2020 – Quarterly meeting. Addressed COVID-19 responses.

Friends of SWVA Marketing Advisory Board –

5/19/2020 – Friends of SWVA presented SWVA Economy Recovery Plan

Blue Ridge Crossroads SBDC
E205078-2



SBAHQ-20-B-0058, CFDA No. 59.037	BUDGET	Total YTD	Under/(Over) Budget
GRANT			
Salaries/Wages	48,375.00	9,436.40	38,938.60
Fringe Benefits	24,100.00	4,784.87	19,315.13
Travel	2,676.00	0.00	2,676.00
Equipment	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
Contractual	0.00	0.00	0.00
Consultants	0.00	0.00	0.00
Other	0.00	0.00	0.00
Rent	0.00	0.00	0.00
TOTAL	75,151.00	14,221.27	60,929.73

CASH MATCH			
Salaries/Wages	30,219.00	5,886.91	24,332.09
Fringe Benefits	13,575.00	2,724.79	10,850.21
Travel	5,778.00	1,146.84	4,631.16
Equipment	0.00	0.00	0.00
Supplies	3,436.00	169.69	3,266.31
Contractual	7,523.00	989.75	6,533.25
	0.00	0.00	0.00
Consultants	0.00	0.00	0.00
Other	6,344.00	0.00	6,344.00
Rent	4,000.00	858.31	3,141.69
TOTAL	70,875.00	11,776.29	59,098.71

IN-KIND MATCH			
Salaries/Wages	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Equipment	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
Contractual	250.00	0.00	250.00
	0.00	0.00	0.00
Consultants	0.00	0.00	0.00
Other	4,190.00	0.00	4,190.00
Rent	0.00	0.00	0.00
Waived Indirect	0.00	0.00	0.00
TOTAL	4,440.00	0.00	4,440.00

150,466.00	25,997.56	124,468.44
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From: sbdcdirector@brceda.org
Sent: Thursday, May 14, 2020 9:55 AM
To: 'Rex.Hill@carrollcountyva.gov'; 'Cellell Dalton'; 'wshepley@graysoncountyva.gov'; 'mhash@graysoncountyva.gov'; 'mlarrowe@galaxva.com'; 'Robbie.McCraw@carrollcountyva.gov'
Cc: 'assistant@brceda.org'; 'CM Mitchell'; 'Kenneth Belton'; 'Keith Barker'
Subject: FW: CARES Act funding for SBDC capacity building
Attachments: SBDC CARES Act Funding Opportunity Announcement (April 10 2020) (004).pdf; MEMO from Jody Keenan re SBDC response funds.pdf; Crossroads CARES Draft Budget v1.xlsx; Small Business Development Center PT Job Descriptions.docx

Importance: High

Good morning BRCEDA Board Members,

I hope you all are doing well during this time. I need to inform you of additional funding our SBDC office will receive as a result of the CARES Act. This funding is available to SBDCs with the purpose of expanding resources to provide education, training and business advising to small businesses that experience chain disruptions, staffing challenges, a decrease in receipts or customers or a closure as a result of COVID-19. The funding is non-competitive. I expect to receive the contract for services within the next two weeks.

The Blue Ridge Crossroads SBDC is scheduled to receive \$96,243 for a performance period of April 1, 2020 – September 30, 2021. There is NO MATCH requirement. It cannot be used to supplement current services or the current contract.

The Virginia SBDC CARES Act funding will concentrate on core counseling principles to help businesses respond, recover, and become resilient as a result of COVID-19. The four core areas identified to help meet these counseling goals are access to capital, marketing, e-commerce, and retail. We can explore other areas outside of these main core areas. It is expected we will hire part-time and/or contract with subject matter experts to help counsel businesses for the next 18 months in these area. (Due to time constraints, I anticipate 16 months of expenses for all services related to this project.)

I have spoken with the other three SWVA SBDC offices and we all will receive approximately the same amount of funding. The consensus is we will collaborate when it makes sense in order to expand all of our resources throughout Southwest Virginia and impact the most businesses.

I am attaching the proposed budget, memo from Jody Keenan, and the funding announcement and draft job descriptions. This was a quick turnaround time in submitting information to the State office. The funding will be reimbursable but I expect to receive a 25% advance on funds when all the contracts are signed. During our May meeting the board will need to approve Chairman Mitchell executing the contract and proceeding with hiring PT staff. The executive board did review the budget before submission.

Thank you for your time. The SBDC looks forward to assisting businesses during this time of recovery. Here a few quick statistics of amount of businesses we have "touched" since March 17th to help them navigate this crisis.

- 100 separate businesses received 1-on-1 assistance regarding COVID-19 programs. Most businesses having received multiple counseling sessions per week
- 28 businesses receiving non COVID-19 one-on-one assistance.
- Participant in Info session with Skyline National Bank with over 250 participants

- Hosted Info session for lenders and partners with approximately 40 participants. (Businesses became part of this session.)
- Hosted info session for local businesses with 11 people
- Co-host on multiple training sessions reaching hundreds of small businesses
- Participated in multiple trainings and partner meetings to stay informed about available resources for our businesses
- More events to come!

Please share the new Virginia SBDC Recovery Resource Center
here: <https://www.virginiasbdc.org/recoveryresourcecenter/>

Thanks,
Mandy

Mandy Archer
Director, Blue Ridge Crossroads Small Business Development Center

Please note that at this time our staff is working remotely. We are working hard to bring you the latest information about programs to help your small business.

You can reach our office in any of the following ways.

(276) 601-7727 or (276) 233-8731

sbdc@brceda.org

To request a 1-on-1 counseling session (via telephone or Zoom video) please visit this link:
<http://bit.ly/crossroadscounseling>

To sign up for our newsletter for the most up to date information visit: <http://bit.ly/sbdcinfo>

Social Media

Facebook: www.facebook.com/brcrossroadssbdc/

LinkedIn: www.linkedin.com/in/amanda-archer-b109b731/





MEMO - CARES Act Funding Allocations and Expectations
April 14, 2020

Total CARES Act Funds **\$ 4,666,276**
Center Allocations **\$ 2,955,308**
State Office **\$ 1,710,968**

Centralized COVID-19 response team; project management and support; network marketing; subject matter experts for marketing, supply chain, preparedness and sustainability, cyber security, child care, food and beverage, capital access, resiliency; technology enhancements

Center allocations are based on the percentage of core funding.

Period of performance is April 1, 2020 – September 30, 2021

Funds should be used to expand capacity to support existing businesses in the response, recovery and resiliency phases related to COVID-19.

Performance Objectives: Describe the project's approach and how project activities will generate results for small businesses impacted by COVID-19 by providing counseling, education, training and business advising to small businesses on:

- a. Accessing and applying for financial resources, to include Paycheck Protection Program (PPP) loans, SBA Economic Injury Disaster Loans (EIDL) and all types of SBA and non-SBA loan programs so small businesses can effectively access capital and promote business sustainability, growth and resilience.
- b. How small businesses can protect their workplaces, employees and customers against potential health and safety threats, including the prevention of the transmission of COVID-19 and other communicable diseases.
- c. Understanding and preparing for the potential effects of sudden natural or manmade disasters on small business supply chains, operations, finances, payrolls, distribution and sale of products.
- d. How to develop robust web integration, online sales and marketing, cybersecurity for small businesses, online distribution and delivery services for small businesses.
- e. How small businesses can develop and execute Continuity of Operations through planning, telework and remote management and customer service practices to sustain business activities during periods of interrupted business service.
- f. How to protect small business intellectual property.

g. The risks and mitigation of cyber threats in online commerce, remote customer service or telework practices by providing small businesses and entrepreneurs with a series of online and in-person cyber-security awareness training cohorts.

h. How to mitigate the effects of reduced travel or outside activities on small businesses.

Performance Metrics: Given the unprecedented circumstances of the coronavirus' impact on small businesses, the SBA is implementing two different sets of goals for the SBDCs, three short-term goals and three more traditional, long-term goals. The short-term goals are designed to accurately reflect the needs of small business during and immediately after the economic shutdown and the long-term goals, are designed to measure small business activity in a more normal business environment. The short-term goals are in effect from April 1, 2020 through September 30, 2020. The long-term goals will be in effect from October 1, 2020 through September 30, 2021. When calculating their short-term goals, SBDCs are permitted to count all applicable activity towards their goals starting on March 9, 2020.

Short Term Goals:

1. **Capital Assistance:** (Capital Infusion) Number of clients that receive information, counseling and training on Economic Injury Disaster Loan (EIDL), Paycheck Protection Program (PPP) loans and all SBA disaster loan programs. This assistance includes tracking the number of SBA and non-SBA disaster loans that SBDC clients applied for during the coronavirus crisis. SBDCs will also earn credit towards this goal by helping clients navigate the application process with lenders. While this goal will focus primarily on providing clients with capital assistance information, the SBDCs are still responsible for tracking and reporting the actual number of disaster loans they helped small businesses obtain. (SBDCs will continue to capture traditional 7(a), 504 and other SBA loans through the core grant's annual Capital Infusion (CI) goal.)

2. **Small Business and Individuals Served:** (Unique Clients Served) Given the large number of small businesses and individuals seeking assistance by phone, online platforms and through SBDC-hosted webinars, it is difficult for the SBDCs to capture all of these small businesses with the SBA 641 form. Thus, the SBDC may count the total number of small businesses and individuals served towards this goal, as it is important for SBA and the entire small business community to know the full number of small businesses seeking and receiving SBDC assistance and training during and after the coronavirus crisis. To capture this goal, the SBDC must request that everyone seeking assistance complete a 641 form and provide the 641 form either directly, via email or as an attachment to the online platform or webinar. Given that many may choose not to complete a 641 form, the SBDCs must also keep accurate records of the total number of small businesses who participate in this training and report these total numbers to the SBA.

3. **Consulting Hours:** (Jobs Supported) Given the unprecedented number of phone and online requests for information and guidance from the small business community, as well as those who advocate for the small business community, the SBDCs will capture and report the full level of support provided to small businesses seeking assistance. This reporting should be all-encompassing to provide an accurate picture of both the volume of correspondence and depth of technical support provided by the SBDCs.

Long-term Goals:

1. **Capital Infusion:** Number of clients that receive EIDL, Paycheck Protection Program (PPP) loans and other COVID-19 and disaster assistance loans, as well as ongoing disaster capital assistance and counseling from the SBDCs.

2. **Unique Clients Served:** Number of Unique Clients Served (UCS) that receive post-COVID-19 related counseling and training disaster assistance. This metric requires an SBA form 641.

3. **Jobs Supported:** Jobs Supported (JS) as a result of SBDC programs, counseling, training and subject-matter-expertise provided by the SBDC COVID-19-relief funding grant.

CARDS Accounting Allocations		
April 1, 2020 - September 30, 2020		
Alexandria	\$	114,125.08
BlueRidge	\$	96,243.17
CBP	\$	107,595.89
Central VA	\$	116,560.90
Hampton Roads	\$	346,999.70
JMU	\$	163,741.83
Longwood	\$	404,032.79
Lord Fairfax	\$	188,996.53
Loudoun	\$	117,212.75
Lynchburg	\$	108,629.75
Mason	\$	293,508.94
MECC	\$	95,025.26
Richmond	\$	192,099.57
Roanoke	\$	227,403.64
SWVA	\$	98,983.79
UMW	\$	190,137.60
VHCC	\$	94,010.97
State Office	\$	1,710,968.84
	\$	4,646,277.90

Crossroads SBDC CARES Act Funding
April 1, 2020 - September 30, 2021

Revenue \$ 96,243

Expenses

PT Staff (General Counsel & Assessments)	\$ 34,500	\$20/hour @ 25 hours per week for 69 weeks*
PT Staff (SME)	\$ 34,500	\$20/hour @ 25 hours per week for 69 weeks*
FICA	\$ 5,520	8.00%
Misc expenses not accounted		
Mileage	\$ 2,501	57.5 cents per mile - 271 miles per month for 16 months - 4350
Professional Development for PT Staff	\$ 750	
Computer Equipment (2) & Phone	\$ 4,000	Two computers and supporting hardware
Office Supplies	\$ 472	
Regional Training Events	\$ 5,000	
Contractual IT Support	\$ 1,000	Remote monitoring, IT Support
Contractual SME	\$ 6,000	Subject Matter Experts. Estimate \$60 per hour for 100 hours
Software	\$ 600	Dropbox, Office 365, virus protection, etc estimated for 2 years
Cell Phone data plan	\$ 1,400	\$100/ month for 14 months (June 2020 - Sept 2021)
Total Expenses	\$ 96,243	

*Estimating 16 months with 4.3 weeks per month. Expect services to begin June 2020.

PT staff will be expected to travel to clients place of business.

Small Business Development Center
Part-Time Counselor Position - Marketing

The Blue Ridge Crossroads Small Business Development Center is seeking a part-time business advisor to work with businesses who have been affected by the COVID-19 pandemic. This position is grant funded and will last through September 30th, 2021 unless otherwise extended by the SBA.

This position will provide guidance and support to businesses as they reopen or recover from the effects of the COVID-19 pandemic. Support services such as evaluation of marketing strategies, assistance in developing or upgrading online marketing and identification of future sales opportunities is the primary goal. This position will provide available options to clients relative to resources in Southwest Virginia and throughout the Commonwealth. This position will be responsible for maintaining statistical data relative to client assistance and impact through the Virginia SBDC database and will be responsible for regular follow-up with clients to assure successful execution of marketing strategies.

Responsibilities of this position include the following:

- Must have strong technology skills
- Pay attention to detail
- Excellent communication skills (oral and written) and excellent interpersonal skills
- Willing to speak publicly and work one-on-one with clients
- Must be self-directed, yet willing to work as a team to achieve grant goals
- Bachelor's degree preferred in areas of business, marketing or related field
- May be required to telework

Some travel will be required

Small Business Development Center
Part-Time Counselor Position - Finance

The Blue Ridge Crossroads Small Business Development Center is seeking a part-time business advisor to work with businesses who have been affected by the COVID-19 pandemic. This position is grant funded and will last through September 30th, 2021 unless otherwise extended by the SBA.

The business advisor will provide guidance and support to businesses as they reopen or recover from the effects of the COVID-19 pandemic. Support services such as developing financial strategies for recovery, developing and understanding financial goals, financial projections, and financial documentation is the primary goal. This position will provide available options to clients relative to resources in Southwest Virginia and the Commonwealth. This position will be responsible for maintaining statistical data relative to client assistance and impact through the Virginia SBDC database and will be responsible for regular follow-up with clients to assure successful execution of financial strategies.

Responsibilities of this position include the following:

- Must have strong accounting skills
- Pay attention to detail
- Excellent communication skills (oral and written) and excellent interpersonal skills
- Willing to speak publicly and work one-on-one with clients
- Must be self-directed, yet willing to work as a team to achieve grant goals
- Bachelor's degree preferred in areas of business, finance and banking or related field
- May be required to telework

Some travel will be required



2019

BY THE NUMBERS

In 2019, Blue Ridge Crossroads SBDC...

...completed **527.36** Hours of FREE Counseling...

...conducted **746** Counseling Sessions...

... and met with **138** customers

The Economic Impact

Funding Secured **\$1,362,500**

Loans: \$478,000

Owner Investment: \$847,500

Other Capital: \$37,000

Business Start-ups **6**

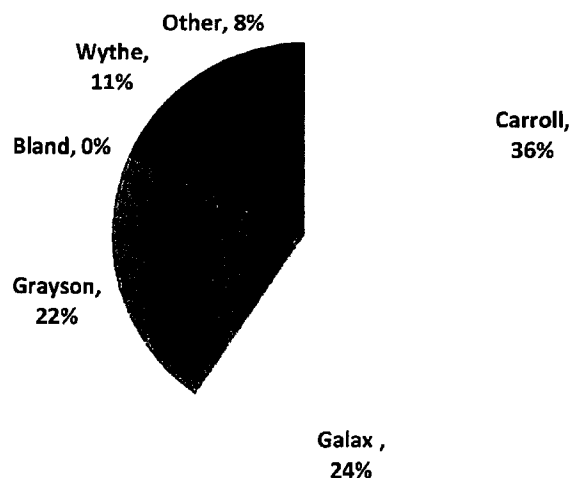
Existing Business Expansions **10**

Businesses with Job Impact **42**

Jobs Created **66**

Jobs Retained **85**

BLUE RIDGE CROSSROADS SBDC'S CUSTOMERS



Client Interaction

On average, each client visits BRC SBDC **3** times and spends **4.03** hours with a counselor.

Counselors spent more than **5** hours with **36** different clients.

BRC SBDC hosted or co-hosted **6** events with **144** total attendees.



BLUERIDGECROSSROADS
economic development authority

Funded in part through a Cooperative Agreement with the U.S. Small Business Administration.

ENTERPRISE ZONE IN CARROLL COUNTY (PDF)

Carroll County Local Incentives Qualified * Businesses in the Enterprise Zone

The Carroll County Enterprise Zone Designated Area offers these incentives:
Water and Sewer Rate Credits

<u>Number of New Jobs</u>	<u>Credits</u>
25 or more	50% - Year 1 25% - Years 2 & 3 10% - Years 4 & 5
10-24	40% - Year 1 20% - Years 2 & 3 10% - Years 4 & 5
1 - 9	20% - Year 1 10% - Year 2 & 3 5% - Years 4 & 5

BUILDING PERMIT & ZONING FEE WAIVERS

Carroll County will waive the required building permit and zone fees for new or expanding commercial or industrial developments locating in the Enterprise Zone.

Eligibility: Any new or expanding business or industry located within an Enterprise Zone.

***All local incentives are in addition to enterprise zone incentives offered by the state of Virginia and must meet Virginia State qualifications for an enterprise zone.**

VIRGINIA ENTERPRISE ZONE

Established by the General Assembly in 1982, the Virginia Enterprise Zone program is a partnership between state and local government that stimulates job creation and private investment within designated areas throughout the state. Currently, Virginia has more than 50 designated enterprise zones. See VEZ map

Announcement: The General Assembly made two important changes to the Virginia Enterprise Zone (VEZ) grant program in 2010.

JOB CREATION GRANT REVISIONS

The Virginia Enterprise Zone (VEZ) job creation grant program was amended to change the eligibility for job grants in areas with unemployment rates that are equal to or more than one and one-half times the state average. Currently positions paying less than 175 percent of the federal minimum wage are not eligible for the job grants. The amendment to the statute will allow otherwise eligible businesses in high unemployment areas paying 150 percent of the federal minimum or \$10.88 to receive grants.

FUNDING ALLOCATION REVISIONS

The Virginia Enterprise Zone (VEZ) grant program was amended to allow Job Creation Grants (JCG) to receive funding priority. The amendment charges DHCD with fully funding the JCGs and thus they will not be subject to pro-ration. The remaining funds will be allocated to the Real Property Investment Grants (RPIGS) and the amount paid to each RPIG applicant will be pro-rated proportionally should the grant requests exceed the remaining amount of funding.

For more information contact contact Lauren Fink at (804) 371-7121 or Lauren.Fink@dhcd.virginia.gov

STATE INCENTIVES

Two grant-based incentives are available, Job Creation Grants and Real Property Investment Grants. For more information on the grants' eligibility criteria, see the Virginia Enterprise Zone grant information table

JOB CREATION GRANTS ARE BASED ON:

Permanent full time job creation over a four job threshold, exceeding threshold wage rates* , and the availability of health benefits;

Personal service, retail, food and beverage positions are not eligible to receive job creation grants; and

The amount of the grant will be based on the wages paid for those grant eligible positions.

REAL PROPERTY INVESTMENT GRANTS ARE BASED ON:

Qualified real property investments made by any individual or entity to a commercial, industrial, or mixed use building or facility in a designated Virginia Enterprise Zone;

An investment of greater than \$100,000 for rehabilitation projects (grants are issued for up to 20 percent of anything spent in excess of the \$100,000 threshold)

An investment of greater than \$500,000 for new construction projects (grants are issued for up to 20 percent of anything spent in excess of the \$500,000 threshold)

The grant is capped at \$100,000 per building or facility for investments less than \$5 million, and \$200,000 for investments of \$5 million or more.

If a business firm previously qualified or has signed an agreement with the Virginia Department of Housing and Community Development (DHCD) and is eligible to receive the General Income Tax Credit, application materials are available for these pre-2005 incentives.

Wage Rate Threshold*	Grant Per PFTE	Eligible Businesses
\$10.88	\$500	HUA Businesses
\$12.69	\$500	All Business
\$14.50	\$800	All Business

LOCAL INCENTIVES:

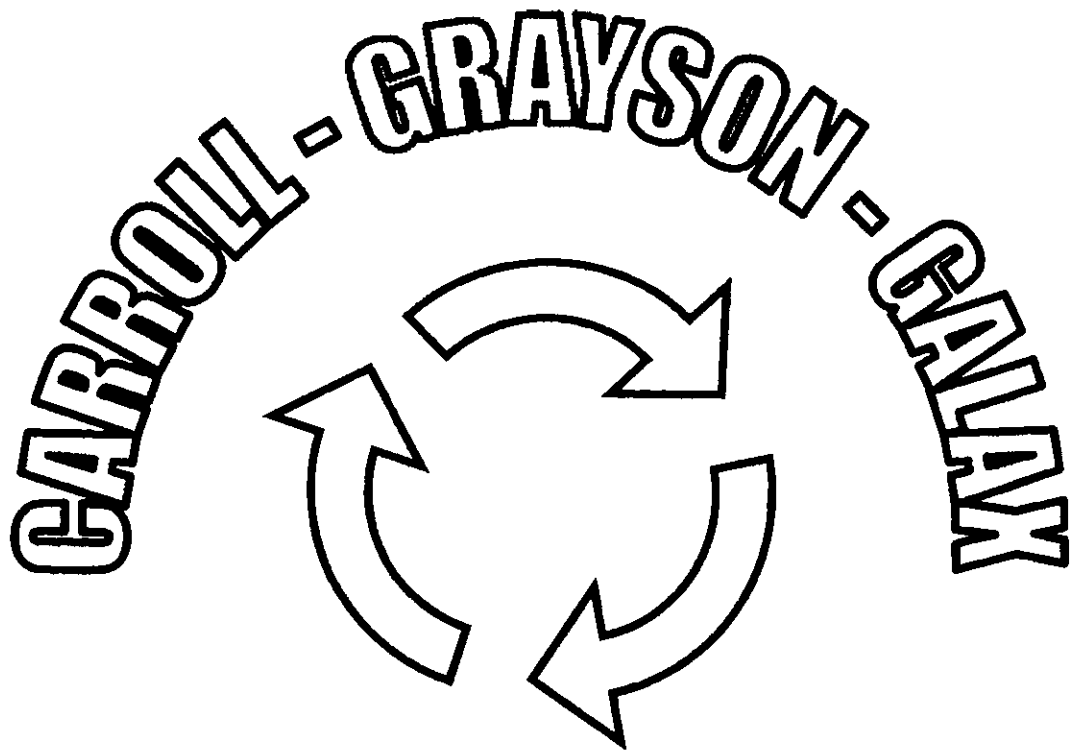
In addition to these state incentives, each locality offers its own package of incentives tailored to their unique needs. To find out whether a business or real property is located within an enterprise zone, or to learn more about a specific zone's local incentive package, contact the County Administrator.

Carroll County Enterprise Zone Incentives

Revised 5-11-20

The following guidelines are required to apply and receive Enterprise Zone incentives: :

- 1) Minimum of 15 new jobs shall be created and maintained for a minimum of three years.
- 2) Minimum new investment of \$1 million in real property based on the final assessment value by the Commissioner of Revenue.
- 3) Minimum new investment of \$1 million in machine and tools or business machines as certified by the Commissioner of Revenue.
- 4) Wages shall be 1.75 times the minimum wage and/or meet the minimum state requirements.
- 5) Building permits fees shall be rebated as defined in the performance agreement requirements by the entity signing the performance agreement.
- 6) Water and sewer connection and availability fees may be rebated by the entity signing the performance agreement.
- 7) Water and sewer user fees may be rebated at the end of each year based upon full compliance with the performance agreement. The rebate shall be made by the entity(s) signing the performance agreement.
- 8) A performance agreement is required to receive incentives.



SOLID WASTE AUTHORITY

BOARD PACKET

**CARROLL-GRAYSON-GALAX SOLID WASTE AUTHORITY
AGENDA
SWA BUSINESS OFFICE - VIA CONFERENCE CALL - COVID19
HILLSVILLE, VA
May 22, 2020
1:00 PM**

1. Call to Order
2. Consent Agenda
 - A. Approval of Minutes
 - B. Approval of Expenditures
 - C. Approval of Merchant Statement, Investments, & Cash Balance Report
 - D. Approval of Budget Report & Ledger
 - E. Materials Report
3. Engineering Report
4. Landfill Manager's Report
5. Old Business
6. New Business
7. Adjourn

**CARROLL-GRAYSON-GALAX
SOLID WASTE AUTHORITY
MEETING MINUTES
APRIL 24, 2020
SWA BUSINESS OFFICE – VIA CONFERENCE CALL
HILLSVILLE, VA
1:00 PM**

MEMBERS PRESENT: C.M. Mitchell, Keith Barker, Willie Greene, Sam Dickson, Rex Hill
Mitch Smith and Brenda Sutherland

OTHERS PRESENT: Allen Lawson, Landfill Manager; Kimberly Bunn, Secretary;
Lynn Klappich, Don Marickovich, and Carrie Blankenship, Draper
Aden

MEMBERS ABSENT: William Shepley and Cellell Dalton

CALL TO ORDER:

Mr. Mitchell called the meeting to order.

APPROVAL OF CONSENT AGENDA:

Upon motion by Ms. Sutherland, seconded by Mr. Dickson, and duly carried, the Authority approved the Consent Agenda as presented.

ENGINEERING REPORT:

- Ms. Blankenship stated that the gas, groundwater, and storm water programs continue to remain in compliance. Since the last meeting, Draper Aden has completed the first quarter gas monitoring, the first semi-annual groundwater monitoring, and completed the storm water sampling for the first semi-annual monitoring period. The permit modification for reconfiguring the landfill was submitted to DEQ in February. During DEQ's initial review, they asked for an additional submittal to cover parts of the original Part A. That submittal was sent to DEQ on April 7, 2020. DEQ has everything at this point and they are reviewing and will be providing comments soon.
- Ms. Blankenship stated that something new that was requested by the Board was to start including a more detailed Budget Spreadsheet from Draper Aden. From now on, the Board Packet will include a detailed budget spreadsheet of all Draper Engineering and Environmental tasks, and that will be done each month to show the breakdown.
- Ms. Klappich stated one of the things that Draper Aden was noticing with Dan Scott and the Southwest Regional DEQ Office, was that he is a very fast reviewer. The Part B should go very quick and they already have communications from DEQ on The Solid Waste Management Plan. That should be one of the fast track tasks as soon as July 1, 2020 comes.

LANDFILL MANAGER'S REPORT:

Raymond James CD Renewals

Mr. Lawson stated that four of the Raymond James CD's will be up for renewal. Two will be up for renewal in May, and two in June. Mr. Lawson stated that he recommended doing the 3-year option on those which would be the best interest rates. Mr. Barker inquired what the projected interest rates would be. Mr. Lawson stated that we have not reviewed interest rates at this time. The financial advisor had informed us previously that the longer the CD's were invested, the better the interest rate would be. Mr. Mitchell inquired if the rate would change after the CD's were purchased. Mr. Lawson stated not that he was aware of. It should stay the same. Mr. Lawson stated that it was up to the Board whether they wanted to renew for one, two, or three years. Looking at the financials as far as construction projects and so forth, it would be fine to reinvest for the 3 year term if it means getting a

better interest rate. Mr. Lawson suggested talking to the financial advisor about the current circumstances and which route he would suggest that we take.

Upon motion by Mr. Barker, seconded by Mr. Smith, and duly carried, the Authority empowered Mr. Lawson to check with the financial advisor and secure the best interest rate based on a one, two, or three renewal.

Mr. Mitchell requested that the Board be informed by email as to the action taken after the CD's were renewed.

New River Polymers

Mr. Lawson stated that New River Polymers material tonnages have been averaging, since last July, around 200 tons a month, with the highest months averaging 250 tons. Mr. Lawson stated that he was not expecting any action be taken on this matter, but he wanted to make sure that the Board was aware that this could cause an impact to the compaction rate. The last aerial survey showed the compaction rate dropping from 1500 pounds to 1100 pounds. Mr. Lawson stated that part of the loss was due to the landfill moving to a new cell, but he was not sure that all of what was lost was due to just moving into the new cell, but is due in part, to New River Polymers material. He stated that it was a very bulky, lightweight material that you cannot compact. Mr. Lawson stated that New River Polymers had been great to work with, have cut the size of the roll down, and pay their bill on time. Mr. Lawson stated that Draper Aden will be doing an aerial survey in July 2020, and he feels like after those figures come back, discuss at that time what should be done. We used to limit New River Polymers to 4 loads per day and that was not keeping them caught up. They requested to be changed to 5 loads per day and we have done that. This has been discussed several times and is not a new issue, but Mr. Lawson stated that he felt like he should inform the Board because it could impact the life of the landfill significantly. Mr. Greene stated that if the compaction rate did go down after the new aerial survey, he felt like we might need to start limiting the loads again. Mr. Greene inquired if the Coronavirus had in any way impacted the landfill. Mr. Lawson stated that the business at the landfill, if anything, has increased since the coronavirus started. Mr. Lawson stated that he felt like it was also helping the business at New River Polymers because a lot of their business is that material that is in demand now. Mr. Lawson stated that it was his recommendation to look at this issue again in July 2020.

DEQ Inspection

Mr. Lawson stated that the DEQ Inspection Letter is attached. It was a very good inspection with no issues and lots of compliments from the inspector.

Paving

Mr. Lawson stated there is about 1500 linear feet of pavement that needs to be overlaid before it gets any worse. He had three contractors look at the job. Adams Construction was \$70,780. A-I Paving was \$77,300. Sower's Construction was \$55,475. Sower's was the cheapest. Mr. Lawson stated that we have \$25,000 in the FY20 paving budget, and he had put \$30,000 in for the next fiscal year. He stated that he was planning on doing the project as a phase 1, and phase 2 project, and paying for it out of this fiscal year's budget, and next fiscal year's budget. Mr. Smith inquired if doing it in two parts would increase the price. Mr. Lawson stated that he had asked all the contractors about that, and none of them had a problem with us writing them one check in June 2020, and one in July 2020, as long as the timing and weather permitted.

Upon motion by Mr. Hill, seconded by Mr. Barker, and duly carried, the Authority will allow Mr. Lawson to proceed with the paving as put forth to the Board.

Tire Removal Price Increase

Mr. Lawson stated that the company that picks up our tires, New River Tire, sent us a document stating that they are having a price increase effective May 1, 2020. Currently we are paying \$85.00 per ton for them to come and pick up our tires. The landfill loads the tires and New River Tire hauls them. They have decided that they need different prices for different types of tires in the load, and they will separate them at their facility and charge accordingly. Effective May 1, 2020, the prices will increase to \$100.00 per ton for tires that are clean and off the wheel, \$200 per ton for tires that are on the wheel, \$300 per ton for tires that are dirty or have other foreign material mixed in with it, and \$400 per ton for tires that are considered off the road tires such as tractor, skidder, etc. Mr. Lawson stated that he

- had not found anyone else that is willing to come and provide that service for us. U.S Tire is unable to do this with their limited inventory of trailers, and the only other business in our area that has just started shredding tires is Rider's Scrap Iron and Metal. They have their tire grinding machine set up and are grinding tires, but do not have their permit from DEQ yet. Mr. Lawson stated that he met with Rider's, and that once they received their permit, they would provide the service to us at \$100 per ton, no matter what size the tire was. Mr. Lawson stated that the letter that New River Tire wanted signed for the price increase was not a binding contract. It just stated that to do business with New River Tire that would be the amount that you would have to pay. Ms. Sutherland inquired what kind of time frame was needed for Rider's to get their permit. Ms. Klappich stated that they would have to get solid waste and storm water on the permit, and she did not know where they were at in the permit phase. Ms. Klappich stated that we would also need to know if they had local government approval for everything they are doing. Mr. Lawson stated that they had been in business for several years as a scrap metal facility and would have to have some type of DEQ permit but he did not know what kind. Ms. Klappich stated that she could check on that. It should not be more than 30-60 day turn around if they are just adding to a permit and meet all the requirements. Mr. Barker asked if the landfill was still taking tire chips from New River Tire. Mr. Lawson stated that the landfill had so much dirt donated lately that we did not need the tire chips. Mr. Barker suggested calling DEQ to see who else had permits for tire disposal, or possibly check into the landfill hauling the tires for disposal. Mr. Barker stated that the budget would be significantly impacted with the price increase. Mr. Lawson stated that he had talked to New River Tire about the breakdown and the landfill does not have many tires on the wheel, dirty tires, or off the road tires. Mr. Barker suggested revisiting the tire rate and bringing it back to the next board meeting as a potential rate increase. Mr. Lawson stated that he would also try to negotiate with New River Tire on the price and taking their tire chips.

- **FY21 Proposed Budget**

Mr. Lawson stated that he would answer any questions concerning the operational side of the budget, and Draper Aden would answer the engineering questions. Mr. Smith asked on the Economic Development line item, why was it decreased. Mr. Lawson stated that 3-4 years ago the Board made a motion to reduce that amount by \$25,000 each year. Ms. Klappich stated that the reduction was made after the tipping fee evaluation. Mr. Smith also stated that Grayson County was going to follow what the State said of a 2 percent bonus given in December 2020, which has now been put on hold until they could see if things would get better. Mr. Lawson stated that he understood. Mr. Hill stated that Carroll County was still working on the budget but currently had a salary freeze in place. Mr. Greene asked Mr. Lawson what he had put in the budget for salary increases. Mr. Lawson stated that when we first started looking at the budget, local government was saying up to a 3 percent cost of living allowance, which was before the COVID-19 pandemic began. Mr. Lawson stated that he had put a 3 percent cost of living allowance in the proposed budget. Mr. Greene stated that he had previously asked how the Coronavirus had affected the landfill and was told it had not affected it, and the landfill business was up. Mr. Greene stated that he did not see why the Board would not want to do something for the landfill employees considering everything at the landfill is going well. Mr. Lawson stated that the landfill's business is as strong as it has ever been, and the anticipated revenue was up \$150,000 from last fiscal year. Mr. Greene stated that the landfill employees were doing a good job and he did not think they should be penalized for what is going on in other areas. Mr. Smith stated that he did not think it should be viewed as penalizing anyone, but his public works employees in Grayson County, who were not getting a raise, would be giving business to the place that was getting 3 percent raise, and both places were represented by Grayson County, and he could not defend that. Mr. Barker stated that if the revenue source was a direct tax billing, then he would potentially agree with what Mr. Smith was saying, but since the landfill billed by tonnage and usage, those costs are passed directly on to each locality's customers. Mr. Barker stated that the 3 percent increase could be given without raising costs, and the landfill employee's costs are still rising as their cost of living things go up too. Mr. Barker stated that the current tipping fee would not increase until FY23, and he would still be in favor of the salary increase. Mr. Barker stated that he hated for decisions to be made for a whole year, that are really going to be based on hopefully no more than a couple months' worth of impact to the community. Mr. Barker stated that he would be in favor of holding the raise that Mr. Lawson has projected in the budget for right now. Mr. Dickson stated that since he was not on the Board of Supervisor's he would follow what Mr. Hill suggested. Mr. Mitchell asked if the FY21 budget could be carried forward until the next meeting for the salary part. Mr. Lawson stated that it was up to the Board. If the Board thinks that there might be some changes in the COVID-19 that could influence

their decisions in one way or the other, then we could wait until the next meeting as-long as everyone can still meet in May. Mr. Barker suggested setting up another electronic meeting for next month now, and everyone call in again. Mr. Greene stated that he still did not understand why the landfill employees should not get a raise just because the employees at Grayson County are not getting one. Mr. Smith stated that it was because the public works employees bring waste to the landfill everyday and communicate with the landfill employees, and if they find out that the landfill did get a raise, that would put Grayson County in a precarious position. Mr. Smith stated that he would defer all other comments to Ms. Sutherland who was a member of the Grayson County Board of Supervisors. Ms. Sutherland requested that the budget be held over to the May meeting because they were getting new information every day, and see where we are, and work through this together. Mr. Barker stated that he thought it should be held over until May. Everyone represents a-number-of different Board's, and Mr. Barker stated that if this becomes a criterion as to how raises are done, then 911 is a question, Mount Rogers' Planning District, and other entities that overlap are questionable. Mr. Lawson said the he would like to point out for any new Board Members, the amount placed in the line item for Cell Construction. Fortunately, we had a good enough budget this year with the anticipated revenue that we have projected to pay \$248,000 for cell construction directly out of the operating budget. Mr. Lawson stated that we have seen budgets in the past where there has been no room to put any money in the cell construction line item and all the money had to come out of the LGIP Account.

- **Board Meeting Date**

Upon consensus of the Board, the next meeting will by telephone, hosted by Draper Aden on May 22, 2020.

- **Town of Hillsville Request**

Mr. Lawson stated that the Town of Hillsville is planning on building a farmer's market building behind the Carter Building in the parking lot. Evidently some of the dirt is not suitable structural fill. The Town Engineer is recommending that they remove some of that dirt and put good structural fill dirt back in its place. The Town of Hillsville wants to bring the dirt that is not going to pass for structural fill to the landfill, if the landfill would give them enough good dirt back in its place to be able to build their building on. Mr. Lawson stated that it could be approximately 3000 yards and it would not be any dirt that we would have to dig up. The dirt could come out of the piles that has been donated recently and the landfill would not be losing any dirt. It was the consensus of the Board to trade dirt with the Town of Hillsville.

- **Equipment**

Mr. Lawson stated that all the equipment is doing well with only minor repairs and routine maintenance.

OLD BUSINESS:

NEW BUSINESS:

ADJOURN:

Upon motion by Mr. Hill, the meeting was adjourned.

C.M. Mitchell, Chairman

Kimberly Bunn, Secretary

9:02 AM
05/19/20
Accrual Basis

Carroll-Grayson-Galax Solid Waste Authority

Check Register

May 1 - 22, 2020

Date	Num	Source Name	Amount
May 1 - 22, 20			
05/04/2020	ONLINE	CENTURYLINK	-326.72
05/22/2020	3952	APPALACHIAN NATURAL GAS DISTRIBUTION CO.	-118.39
05/22/2020	3953	APPALACHIAN POWER	-482.20
05/22/2020	3954	DRAPER ADEN ASSOCIATES	-14,301.73
05/22/2020	3955	EUROFINS LANCASTER LABORATORIES INC.	-2,611.00
05/22/2020	3956	F&M CONSTRUCTION CORP	-1,577.50
05/22/2020	3957	HIGH COUNTRY SPRINGS BOTTLED WATER	-57.50
05/22/2020	3958	JAMES RIVER SOLUTIONS	-4,112.65
05/22/2020	3959	LGIP INVESTMENT FUND	-36,629.28
05/22/2020	3960	MANSFIELD OIL COMPANY	-323.80
05/22/2020	3961	NAPA AUTO PARTS OF HILLSVILLE	-512.05
05/22/2020	3962	NEW RIVER TIRE RECYCLING	-10,087.80
05/22/2020	3963	PACE ANALYTICAL SERVICES INC	-1,372.00
05/22/2020	3964	SOLID WASTE ASSOCIATION OF NORTH AM	-268.00
05/22/2020	3965	SOUTHWEST FARM SUPPLY	-825.25
05/22/2020	3966	SS CARROLL CO COOP INC	-730.80
05/22/2020	3967	THE GOODYEAR TIRE & RUBBER COMPANY	-1,608.04
05/22/2020	3968	TOWN OF HILLSVILLE	-5,739.00
05/22/2020	3969	TREASURER OF CARROLL COUNTY	-36,884.18
05/22/2020	3970	U.S. CELLULAR	-160.84
05/22/2020	3971	UNIFIRST CORPORATION	-260.95
05/22/2020	3972	XEROX CORPORATION	-99.30
May 1 - 22, 20			<u><u>-119,088.98</u></u>

C.M.Mitchell, Chairman

Keith Barker, Board Member

cardconnect

A First Data Company

BLUEPAY

1000 CONTINENTAL BUILDING OFF PRUSSIA, PA 19406

YOUR CARD PROCESSING STATEMENT

261591AB0415
026159000001/099179/A2STMTIMDGC01/26159000014643111301000000
CARROLL GRAY GALAX SOL WASTE
PO BOX 1837
HILLSVILLE VA 24343-7837

Page 1 of 7

Statement Period 04/01/20 - 04/30/20
Merchant Number 5432 5702 0106076
Customer Service 1-877-828-0720

Location:

CARROLL SOLID WASTE
162 LANDFILL RD
HILLSVILLE VA 24343

Page 4	Amount Submitted	\$18,617.57
Page 4	Third Party Transactions	0.00
Page 4	Adjustments/Chargebacks	0.00
Page 4	Fees Charged	<u>-5681.26</u>
	Total Amount Funded to Your Bank	\$17,936.31

See page 2 for Key Definition of Terms

(Amount Deposited - Fund (Pay) - Adjustments - Chargebacks - Fees Charged = A

RECEIVED MAY 14 2020 AL

!ATTENTION!

IN RESPONSE TO THE EXTREME CIRCUMSTANCES RELATED TO THE COVID-19 PANDEMIC, THE CARD ASSOCIATIONS HAVE REVIEWED THEIR PLANS THAT WERE TO BE INCORPORATED INTO THE APRIL 2020 RELEASE. THE FOLLOWING ASSOCIATIONS HAVE ANNOUNCED THEY ARE POSTPONING THEIR BUSINESS ENHANCEMENT RELEASE UNTIL JULY 2020: VISA, MASTERCARD, DISCOVER, PULSE, STAR ACCEL, AND AMERICAN EXPRESS, WITH THE EXCEPTION OF THE AMERICAN EXPRESS U.S. OPT BLUE PROGRAM ASSESSMENT FEE AND INBOUND FEE WHICH WILL BE POSTPONED UNTIL OCTOBER 2020 RELEASE.

CARROLL-GRAYSON-GALAX SWA
BUDGET REPORT MAY 2020

CATEGORY	BUDGET AMOUNT	EXPENDITURES	BALANCE
1001 Salaries	367,700.00	301,635.40	66,064.60
2001 Benefits	175,000.00	143,142.67	31,857.33
3002A Eng. Services LF Const.	170,700.00	137,930.00	32,770.00
3002I Landfill Gas	9,900.00	5,911.36	3,988.64
3002J Aerial Survey & Cap Study	0.00	0.00	0.00
3002O Groundwater Monitoring	64,100.00	63,312.25	787.75
3002P Wetlands & Const Bid Phase	0.00	0.00	0.00
3002T Storm water Sampling	16,000.00	15,119.63	880.37
3002U Title V Air Quality Per.	5,200.00	4,019.78	1,180.22
3002V Tier II Testing	0.00	0.00	0.00
3003 Cell Construction / Closure	0.00	0.00	0.00
3005 Equipment	15,000.00	0.00	15,000.00
5101 Utilities	12,000.00	7,832.31	4,167.69
5102 Fuel	90,000.00	49,075.57	40,924.43
5203 Telephone	8,000.00	5,559.42	2,440.58
5400 Office Equipment	8,500.00	1,205.26	7,294.74
5401 Office Supplies	5,000.00	3,200.78	1,799.22
5401A Office Equipment Lease	1,500.00	1,105.04	394.96
5401B Office Equipment Sup.	1,600.00	1,600.00	0.00
5401C Advertising	3,500.00	1,373.40	2,126.60
5401D Audit	9,500.00	9,350.00	150.00
5408 Equipment Repair	100,000.00	33,982.59	66,017.41
5415 Misc. Supplies	15,000.00	4,057.79	10,942.21
5415A Uniforms/Supplies	5,500.00	3,253.11	2,246.89
5415B Rock	5,000.00	4,365.95	634.05
5415C Wood Grinding	15,000.00	16,362.60	-1,362.60
5415D Tire Disposal	40,000.00	42,117.50	-2,117.50
5415F Paving	25,000.00	0.00	25,000.00
5415G Catering	2,500.00	755.33	1,744.67
5418 Recycling	3,000.00	2,932.49	67.51
5419 Building Maintenance	6,000.00	629.28	5,370.72
5420 Insurance	22,000.00	15,550.00	6,450.00
5425 Legal Fees	10,000.00	125.00	9,875.00
5430 DEQ	28,000.00	31,646.92	-3,646.92
5435 Seminars	1,800.00	1,068.68	731.32
5439 Community Economic Dev.	250,000.00	250,000.00	0.00
5440 Leachate Treatment Fee	38,000.00	27,491.21	10,508.79
5441 HHW / Shredding	35,000.00	13,043.40	21,956.60
6000 Land Acquisition	0.00	0.00	0.00
0050 LGIP	370,000.00	368,827.11	1,172.89
8000 Employee Contingency	10,000.00	1,049.04	8,950.96
8500 Equipment Capital Improvement	316,000.00	238,140.81	77,859.19
TOTAL			
	\$2,261,000.00	\$1,806,771.68	\$454,228.32

**CARROLL-GRAYSON-GALAX
SOLID WASTE AUTHORITY
LEDGER SUMMARY
FY 20**

07/03/19	CenturyLink Online Payment	338.27	
07/26/19	Expenditures (Ck 3685-3713)	298,250.20	
	TOTAL FOR JULY	298,588.47	298,588.47
08/02/19	CenturyLink Online Payment	349.43	
08/23/19	Expenditures (Ck 3714-3742)	141,220.85	
	TOTAL FOR AUGUST	141,570.28	440,158.75
09/04/19	CenturyLink Online Payment	346.16	
09/27/19	Expenditures (Ck 3743-3774)	344,267.43	
	TOTAL FOR SEPTEMBER	344,613.59	784,772.34
10/03/19	CenturyLink Online Payment	346.16	
10/25/19	Expenditures (Ck 3775-3801)	91,321.05	
	TOTAL FOR OCTOBER	91,667.21	876,439.55
11/07/19	CenturyLink Online Payment	351.97	
11/22/19	Expenditures (Ck 3802-3823)	107,017.94	
	TOTAL FOR NOVEMBER	107,369.91	983,809.46
12/06/19	CenturyLink Online Payment	350.50	
12/20/19	Expenditures (Ck 3824-3852)	113,270.25	
	TOTAL FOR DECEMBER	113,620.75	1,097,430.21
01/02/20	CenturyLink Online Payment	350.50	
01/24/20	Expenditures (Ck 3853-3876)	166,065.23	
	TOTAL FOR JANUARY	166,415.73	1,263,845.94
02/04/20	CenturyLink Online Payment	347.53	
02/28/20	Expenditures (Ck 3877-3901)	168,774.88	
Lost in Mail	Voided Ck 3898	-159.79	
	TOTAL FOR FEBRUARY	168,962.62	1,432,648.77
03/03/20	CenturyLink Online Payment	357.98	
03/27/20	Expenditures (Ck 3902-3924)	117,799.70	
	TOTAL FOR MARCH	118,157.68	1,550,966.24
04/02/20	CenturyLink Online Payment	327.98	
04/24/20	Expenditures (Ck 3925-3949)	136,388.48	
	TOTAL FOR APRIL	136,716.46	1,687,682.70
05/04/20	CenturyLink Online Payment	326.72	
Error Printer	Ck 3950 & 3951 Voided	0.00	
05/22/20	Expenditures (Ck 3952-3972)	118,762.26	
	TOTAL FOR MAY	119,088.98	1,806,771.68
	CenturyLink Online Payment		
	Expenditures (Ck)		
	TOTAL FOR JUNE		

**Carroll-Grayson-Galax SWA
2020 Materials Expenses/Revenue**

MONTH	MATERIAL	EXPENSE	REVENUE
January	Wood	\$0.00	\$2,620.35
February		\$0.00	\$2,126.10
March		\$0.00	\$5,156.15
April		\$0.00	\$4,429.70
May		\$0.00	\$0.00
June		\$0.00	\$0.00
July		\$0.00	\$0.00
August		\$0.00	\$0.00
September		\$0.00	\$0.00
October		\$0.00	\$0.00
November		\$0.00	\$0.00
December		\$0.00	\$0.00
TOTAL		\$0.00	\$14,332.30
January	Tires	\$1,728.05	\$2863.00
February		\$3,279.30	\$2527.00
March		\$1,620.95	\$5684.00
April		\$4,843.30	\$9,800.00
May		\$0.00	\$0.00
June		\$0.00	\$0.00
July		\$0.00	\$0.00
August		\$0.00	\$0.00
September		\$0.00	\$0.00
October		\$0.00	\$0.00
November		\$0.00	\$0.00
December		\$0.00	\$0.00
TOTAL		\$11,471.60	\$20,874.00
January	Metal	\$0.00	\$788.25
February		\$0.00	\$497.30
March		\$0.00	\$651.50
April		\$0.00	\$1,342.30
May		\$0.00	\$0.00
June		\$0.00	\$0.00
July		\$0.00	\$0.00
August		\$0.00	\$0.00
September		\$0.00	\$0.00
October		\$0.00	\$0.00
November		\$0.00	\$0.00
December		\$0.00	\$0.00
TOTAL		\$0.00	\$3,279.35

Date 05/01/20
Time 10:58:24

Carroll-Grayson-Galax SWA,VA

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Material Analysis Report by Date

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 999999 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
04/01/20		Total			126	67	0	0	142.74	142.74	8,217.75
		Average				1	0	0	1.13	1.13	65.22
04/02/20		Total			198	84	0	0	184.51	184.51	9,802.93
		Average				0	0	0	0.93	0.93	49.51
04/03/20		Total			246	113	0	0	143.54	143.54	7,836.14
		Average				0	0	0	0.58	0.58	31.85
04/04/20		Total			305	119	0	0	43.30	43.30	2,706.30
		Average				0	0	0	0.14	0.14	8.87
04/06/20		Total			251	127	0	0	158.84	158.84	9,564.85
		Average				1	0	0	0.63	0.63	38.11
04/07/20		Total			240	132	0	0	178.68	178.68	9,500.17
		Average				1	0	0	0.74	0.74	39.58
04/08/20		Total			212	115	0	0	148.40	148.40	7,694.85
		Average				1	0	0	0.70	0.70	36.30
04/09/20		Total			177	106	1	1	167.69	167.69	9,867.35
		Average				1	0	0	0.95	0.95	55.75
04/10/20		Total			18	65	0	0	143.20	143.20	7,308.63
		Average				1	0	0	0.77	0.77	39.51
04/11/20		Total			120	87	0	0	15.76	15.76	1,798.60
		Average				0	0	0	0.07	0.07	8.37
04/12/20		Total			107	78	0	0	167.07	167.07	8,617.85
		Average				0	0	0	1.03	1.03	53.20
04/14/20		Total			112	112	0	0	169.21	169.21	7,366.01
		Average				1	0	0	0.82	0.82	35.58
04/15/20		Total			170	77	0	0	137.09	137.09	6,949.45
		Average				0	0	0	0.72	0.72	40.17
04/16/20		Total			146	123	0	0	255.84	255.84	12,864.51
		Average				1	0	0	1.09	1.09	54.74

Date 05/01/20
Time 10:58:24

Carroll-Grayson-Galax SWA,VA

Page 2

Material Analysis Report by Date

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 999999 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
04/17/20				Total	294	153	50	50	191.62	191.62	9,750.55
				Average		1	0	0	0.64	0.64	32.72
04/18/20				Total	210	75	0	0	25.72	25.72	2,086.50
				Average		0	0	0	0.12	0.12	9.57
04/20/20				Total	210	96	0	0	183.05	183.05	9,768.31
				Average		0	0	0	0.87	0.87	46.52
04/21/20				Total	225	97	0	0	200.89	200.89	11,026.80
				Average		0	0	0	0.89	0.89	49.02
04/22/20				Total	265	165	0	0	231.48	231.48	11,242.89
				Average		1	0	0	0.87	0.87	42.43
04/23/20				Total	106	65	0	0	147.21	147.21	7,644.72
				Average		1	0	0	1.39	1.39	72.12
04/24/20				Total	230	100	0	0	131.53	131.53	7,594.90
				Average		0	0	0	0.56	0.56	32.18
04/25/20				Total	242	75	0	0	28.40	28.40	2,406.20
				Average		0	0	0	0.12	0.12	9.94
04/27/20				Total	200	95	0	0	150.66	150.66	8,266.52
				Average		0	0	0	0.64	0.64	34.46
04/28/20				Total	100	124	0	0	193.21	193.21	10,542.50
				Average		1	0	0	0.88	0.88	48.14
04/29/20				Total	307	116	0	0	238.64	238.64	13,260.49
				Average		1	0	0	1.10	1.10	61.11
04/30/20				Total	148	76	0	0	292.64	292.64	16,007.05
				Average		1	0	0	1.98	1.98	103.16
				Report Total	5553	2672	52	52	4069.92	4069.92	219,594.43
				Report Average		0	0	0	0.73	0.73	39.55

Date 05/01/20
Time 11:00:15

Carroll-Grayson-Galax SWA,VA

Page 1

Material Analysis Report by Material

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 999999 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
	1 AX TEL B			Total	119	119	0	0	4.12	4.12	1,071.00
				Average		1	0	0	0.03	0.03	9.00
	1 AX TRL L			Total	159	159	2	2	45.74	45.74	1,431.00
				Average		1	0	0	0.29	0.29	9.00
	2 AX TEL B			Total	8	2	0	0	7.55	7.55	98.00
				Average		0	0	0	0.94	0.94	11.00
	2 AX TRL L			Total	45	45	0	0	20.72	20.72	495.00
				Average		1	0	0	0.46	0.46	11.00
	3			Total	1175	2	0	0	1.01	1.01	4,700.00
				Average		0	0	0	0.03	0.03	4.00
	4B			Total	1802	13	0	0	16.09	16.09	16,416.00
				Average		0	0	0	0.01	0.01	8.00
	4L			Total	328	328	50	50	87.94	87.94	2,624.00
				Average		1	0	0	0.27	0.27	8.00
	APP			Total	40	48	0	0	0.06	0.06	240.00
				Average		1	0	0	0.00	0.00	6.00
	BRUSH/WOOD			Total	165	165	0	0	78.74	78.74	4,408.80
				Average		1	0	0	0.48	0.48	26.72
	CARCASS			Total	14	14	0	0	1.00	1.00	0.00
				Average		1	0	0	0.07	0.07	0.00
	COMMERCIAL			Total	141	141	0	0	592.37	592.37	32,580.35
				Average		1	0	0	4.20	4.20	231.07
	CONST			Total	511	511	0	0	677.63	677.63	37,269.65
				Average		1	0	0	1.32	1.32	72.65
	GLASS			Total	12	12	0	0	83.67	83.67	2,426.43
				Average		1	0	0	6.97	6.97	202.20
	INDUSTRIAL			Total	159	159	0	0	475.13	475.13	26,132.15
				Average		1	0	0	2.99	2.99	164.35

Date 05/01/20
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Carroll-Grayson-Galax SWA,VA

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Material Analysis Report by Material

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 999999 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
	INCH			Total	1	1	0	0	12.22	12.22	675.95
				Average		1	0	0	12.22	12.22	675.95
	METAL			Total	19	19	0	0	2.42	2.42	133.10
				Average		1	0	0	.13	.13	7.01
	MUN			Total	606	606	0	0	1473.43	1473.43	81,038.65
				Average		1	0	0	2.43	2.43	133.73
	N CHARGE			Total	66	66	0	0	219.18	219.18	0.00
				Average		1	0	0	3.32	3.32	0.00
	SILT			Total	1	1	0	0	9.20	9.20	0.00
				Average		1	0	0	9.20	9.20	0.00
	FLDUSE			Total	31	31	0	0	163.76	163.76	0.00
				Average		1	0	0	5.28	5.28	0.00
	TIRE			Total	13	120	0	0	0.09	0.09	126.00
				Average		2	0	0	0.00	0.00	2.38
	TIRE W RIM			Total	11	1	0	0	0.25	0.25	33.00
				Average		2	0	0	0.02	0.02	3.75
	TIRES/TON			Total	80	80	0	0	96.36	96.36	0,636.00
				Average		1	0	0	1.20	1.20	120.65
	YARD DEBR			Total	2	2	0	0	0.38	0.38	20.90
				Average		1	0	0	0.19	0.19	10.45
	YARD DEBRI			Total	3	3	0	0	0.79	0.79	43.45
				Average		1	0	0	0.26	0.26	14.48
	Report Total				5553	2572	52	52	4069.92	4069.92	219,594.43
	Report Average					0	0	0	0.73	0.73	39.55

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Carroll-Grayson-Galax SWA,VA

Page 1

Material Analysis Report by Account

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 200 Customer Types - 2 Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
	0 TATH			Total	4741	1901	52	52	684.58	684.58	55,471.00
				Average		0	0	0	0.14	0.14	11.60
	2 TOWN OF HILLSVILLE			Total	73	73	0	0	288.91	288.91	13,329.15
				Average		1	0	0	3.96	3.96	182.59
	4 CARROLL-GRAYSON-GALAX SWA			Total	66	66	0	0	219.18	219.18	0.00
				Average		1	0	0	3.32	3.32	0.00
	8 WASTE INDUSTRIES			Total	134	134	0	0	817.78	817.78	44,977.90
				Average		1	0	0	6.10	6.10	335.66
	9 VIRGINIA PRODUCE CO. INC			Total	7	7	0	0	14.24	14.24	783.20
				Average		1	0	0	2.03	2.03	111.89
	15 JDM SERVICES INC			Total	4	4	0	0	29.74	29.74	1,635.70
				Average		1	0	0	7.44	7.44	408.93
	20 VDOT - CARROLL/MARTINSVILLE			Total	30	30	0	0	13.47	13.47	704.40
				Average		1	0	0	0.45	0.45	23.48
	25 GARY HILL CONSTRUCTION			Total	8	8	0	0	11.18	11.18	614.90
				Average		1	0	0	1.40	1.40	76.86
	26 JOEL L. HILL			Total	3	3	0	0	0.61	0.61	35.95
				Average		1	0	0	0.31	0.31	16.78
	58 NEW RIVER POLYMERS			Total	93	93	0	0	244.59	244.59	13,921.80
				Average		1	0	0	2.63	2.63	149.70
	62 NATIONAL SALVAGE & SERVICE			Total	3	3	0	0	30.80	30.80	1,694.00
				Average		1	0	0	10.27	10.27	564.67
	64 DON MARTIN			Total	7	7	0	0	1.35	1.35	74.25
				Average		1	0	0	0.19	0.19	10.61
	77 MARK FARMER			Total	1	1	0	0	0.11	0.11	6.05
				Average		1	0	0	0.11	0.11	6.05
	81 DLB ENTERPRISES, LLC			Total	1	1	0	0	0.31	0.31	31.00
				Average		1	0	0	0.31	0.31	31.00

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Page 2

Material Analysis Report by Account

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 200 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
	82 COCKERHAM'S, INC./CARROLL CO.	Total			2	2	0	0	1.55	1.55	85.25
		Average				1	0	0	0.78	0.78	42.63
	92 RUCKER GENERAL CONTRACTORS	Total			1	1	0	0	0.12	0.12	6.60
		Average				1	0	0	0.12	0.12	6.60
	104 BERT'S GARAGE, INC.	Total			2	2	0	0	2.64	2.64	145.20
		Average				1	0	0	1.32	1.32	72.60
	119 QUALITY GUTTERING	Total			4	4	0	0	1.94	1.94	106.70
		Average				1	0	0	0.49	0.49	26.68
	130 PAUL FRAZIER	Total			1	1	0	0	0.25	0.25	13.75
		Average				1	0	0	0.25	0.25	13.75
	133 TOMMY NEFF	Total			2	2	0	0	0.62	0.62	34.10
		Average				1	0	0	0.31	0.31	17.05
	134 CARROLL COUNTY SCHOOLS	Total			2	2	0	0	4.21	4.21	231.55
		Average				1	0	0	2.11	2.11	115.78
	135 CARROLL CO. BD. OF SUPV.	Total			4	4	0	0	1.07	1.07	62.75
		Average				1	0	0	0.27	0.27	15.69
	139 A. L. NOBLETT, JR.	Total			7	7	0	0	1.14	1.14	67.70
		Average				1	0	0	0.16	0.16	9.67
	158 CARROLL CO. BOARD OF SUP GRANT	Total			1	1	0	0	0.11	0.11	6.05
		Average				1	0	0	0.11	0.11	6.05
	160 TODD WOLFORD	Total			4	4	0	0	1.80	1.80	99.00
		Average				1	0	0	0.45	0.45	24.75
	176 CANA - CARROLL CO. BD. OF SUP.	Total			3	3	0	0	5.13	5.13	343.80
		Average				1	0	0	1.71	1.71	114.60
	186 CARROLL COUNTY PSA	Total			3	3	0	0	0.13	0.13	7.15
		Average				1	0	0	0.04	0.04	2.38
	187 G&G CONSTRUCTION	Total			2	2	0	0	3.44	3.44	189.20

Date 05/01/20
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Carroll-Grayson-Galax SWA,VA

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Material Analysis Report by Account

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 0 - 200 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
				Average		-			1.72	1.1	24.00
189 SOWERS CONSTRUCTION CO., INC.				Total	17	17			91.75	11.5	5,346.25
				Average					5.40	0.47	26.54
				Report Total	5265	2385	52	52	2472.75	2472.75	139,721.95
				Report Average		0	0	0	0.47	0.47	26.54

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Page 1

Material Analysis Report by Account

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 201 - 499 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
202	CITY OF GALAX			Total	47	47			32.24	32.24	10,857.55
				Average		1			6.81	6.81	231.01
203	AMERICAN MIRROR CO.			Total	6	6			17.85	17.85	827.57
				Average		1			2.98	2.98	137.93
204	CONSOLIDATED GLASS & MIRROR			Total	40	40			119.11	119.11	4,529.81
				Average		1	0		2.98	2.98	113.25
205	CITY OF GALAX DEMOLITION			Total	14	14			158.69	158.69	8,727.95
				Average		1			11.34	11.34	623.47
211	MAURICE VAUGHAN FURNITURE			Total	3	3		0	0.94	0.94	51.70
				Average		1	0	0	.31	.31	17.23
217	VAUGHAN BASSETT FURNITURE			Total	14	14			39.56	39.56	2,175.89
				Average		1	0		2.83	2.83	155.41
218	WEBB FURNITURE ENTERPRISES			Total	1	1			3.56	3.56	195.80
				Average		1	0		3.56	3.56	195.80
274	CLIFFVIEW CHURCH OF GOD			Total	3	3			0.71	0.71	19.00
				Average		2	0		0.36	0.36	9.50
299	WASTE MANAGEMENT AP			Total	16	16			76.74	76.74	4,220.70
				Average		1			4.80	4.80	263.79
309	V&M REGIONAL RECYCLING			Total	43	43			182.17	182.17	10,019.35
				Average		1			4.05	4.05	222.65
				Report Total	188	187	0	0	919.57	919.57	41,625.23
				Report Average		1	0	0	4.89	4.89	221.41

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Material Analysis Report by Account

Inbound and outbound materials for the period 04/01/2020 - 04/30/2020

Summary Report for Sites: 1, 2, 3, 22, 99

Accounts 500 - 999999 Customer Types - Z Materials - ZZZZZZZZZZ Material Types - ZZ

Date	Material	Type	Customer	Type	Tickets	Count	Est. vol.	Act. Vol.	Est. Wt.	Actual Wt.	Charge
502	COUNTY OF GRAYSON			Total	97	97	0	0	673.78	673.78	38,247.25
				Average		1	0	0	6.95	6.95	394.30
504	TOWN OF INDEPENDENCE			Total	1	1	0	0	3.61	3.61	0.00
				Average		1	0	0	3.61	3.61	0.00
514	VDOT/WYTHEVILLE/REF. GR. CO.			Total	2	2	0	0	0.21	0.21	0.00
				Average		1	0	0	0.11	0.11	0.00
				Report Total	100	100	0	0	677.60	677.60	38,247.25
				Report Average		1	0	0	6.78	6.78	382.47

Date 05/01/20
Time 08:14:04

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Account Aging Report

Accounts 1 - 999999 Types - Z Balances 0.01 - 999999999.
Aged past 0 days As of 04/30/2020

Account	Customer	Over limit	---Last payment----	0 - 30	31 - 60	61 - 90	Over 90	Total due
2	TOWN F HILLSVILLE	04/23/20	15543.05	13329.15	0.00	0.00	0.00	13329.15
8	WASTE INDUSTRIES	03/18/20	42623.30	44977.90	42538.65	0.00	0.00	87516.55
9	VIRGINIA PRODUCE CO INC	04/23/20	605.00	783.20	0.00	0.00	0.00	783.20
15	JDM SERVICES INC	04/30/20	392.15	1635.70	0.00	0.00	0.00	1635.70
21	VDOT - CARROLL MARTINSVILLE	04/16/20	184.39	704.40	415.00	0.00	0.00	1119.80
25	GARY HILL CONSTRUCTION	04/16/20	83.05	614.90	0.00	0.00	0.00	614.90
26	JOEL L. HILL	04/09/20	29.15	33.55	0.00	0.00	0.00	33.55
32	STAR CONSTRUCTION	04/09/20	185.35	0.00	0.00	0.00	0.00	0.00
51	H. D. CROWDER & S.N. INC.	03/18/20	25.95	0.00	0.00	0.00	0.00	0.00
58	NEW RIVER POLYMERS	04/16/20	11836.55	13921.80	0.00	0.00	0.00	13921.80
62	NATIONAL SALVAGE & SERVICE	04/16/20	4440.15	1694.00	1785.32	0.00	0.00	3479.22
64	DON MARTIN	04/16/20	64.35	74.25	0.00	0.00	0.00	74.25
77	MARK FARMER	11/08/19	4.00	6.05	0.00	0.00	0.00	6.05
8	H. E. HUNDLEY	01/31/20	2.75	0.00	3.30	0.00	0.00	3.30
81	DLB ENTERPRISES, LLC	04/23/20	122.00	31.00	0.00	0.00	0.00	31.00
82	COCKERHAM'S, INC. CARROLL CO	07/12/19	410.00	85.25	0.00	0.00	0.00	85.25
92	RUCKER GENERAL CONTRACTORS	07/12/19	10.00	6.60	0.00	0.00	0.00	6.60
104	BERT'S GARAGE, INC.	04/30/20	199.00	145.20	0.00	0.00	0.00	145.20
119	QUALITY GUTTERING	04/30/20	147.60	106.70	0.00	0.00	0.00	106.70
131	PAUL FRAZIER	03/12/20	32.61	13.75	0.00	0.00	0.00	13.75
133	TOMMY NEFF	01/16/20	6.45	34.10	0.00	0.00	0.00	34.10
134	CARROLL COUNTY SCHOOLS	04/23/20	241.95	231.55	0.00	0.00	0.00	231.55
135	CARROLL CO. BD. OF SUPV.	03/18/20	78.00	62.75	0.00	0.00	0.00	62.75
139	A. L. NOBLETT, JR.	04/09/20	67.70	67.70	0.00	0.00	0.00	67.70
142	CECIL HANKS	03/12/20	13.20	0.00	0.00	0.00	0.00	0.00
160	TODD WOLFORD	03/06/20	53.90	99.00	49.40	29.61	0.00	169.08
163	JEFF JOHNSON CHEVROLET	02/12/20	24.20	0.00	0.00	0.00	0.00	0.00
170	RICHARDSON GENERAL CONTRACT	04/23/20	256.85	0.00	0.00	0.00	0.00	0.00
175	CANA - CARROLL CO. BD. OF S	03/31/20	1585.11	342.80	1075.20	0.00	0.00	1354.70
186	CARROLL COUNTY PSA	04/30/20	2.30	0.00	0.00	0.00	0.00	0.00
187	G&G CONSTRUCTION	04/16/20	143.00	189.20	0.00	0.00	0.00	189.20
189	SOWERS CONSTRUCTION CO., IN	01/28/16	689.01	5046.25	0.00	0.00	0.00	5046.25
202	CITY OF GALAX	04/16/20	13068.00	10857.55	0.00	0.00	0.00	10857.55
203	AMERICAN MIRROR CO.	04/23/20	721.42	543.40	0.00	0.00	0.00	543.40
204	CONSOLIDATED GLASS & MIRROR	04/23/20	5844.15	4529.81	4529.81	0.00	0.00	11085.80
205	CITY OF GALAX DEMOLITION	02/26/14	12389.50	8727.95	0.00	0.00	0.00	8727.95
211	MAURICE VAUGHAN FURNITURE	04/16/20	77.00	51.70	0.00	0.00	0.00	51.70
217	VAUGHAN BASSETT FURNITURE	04/30/20	59.40	1398.70	0.00	0.00	0.00	1398.70
274	CLIFFVIEW CHURCH OF GOD	10/06/17	23.00	19.00	0.00	0.00	0.00	19.00
287	COMMUNITY HOUSING PARTNERS	02/13/20	19.80	0.00	0.00	13.10	0.00	23.10
299	WASTE MANAGEMENT - AP	03/26/20	4030.40	4220.70	4545.20	0.00	0.00	8765.90
309	V&M REGIONAL RECYCLING	03/26/20	3921.55	10019.35	10518.20	0.00	0.00	20538.65

Date 05/01/20
Time 08:14:04

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Account Aging Report

Accounts 1 - 999999 Types - Z Balances 0.01 - 999999999.
Aged past 0 days As of 04/30/2020

Account	Customer	Over limit	---Last payment---	0 - 30	31 - 60	61 - 90	Over 90	Total due
	UNTY OF GRAYSON	04/16/20	35054.85	48247.25	0.00	0.00		48247.25
				162853.16	67415.12	52.72	0.00	230321.00



Cooper Aden Associates

SUMMARY OF ENGINEERING ACTIVITIES

CGGSWA

LANDFILL PERMITS 508 AND 605

MAY 2020 REPORT

DAA Project No.	Description	Updates
E	Closure Construction - Permit 508	Thirty year post-closure care period started on June 17, 2014.
B10101B-17H	Engineering Assistance - Permit 605	No activity; FY 2021 task orders and budget completed for Board review and approval.
B10101B-18G	Landfill Gas Monitoring	Second quarter gas monitoring event currently planned for May 21st.
B10101B-19	Groundwater Monitoring - Permit 508	The groundwater program remains in compliance. The first semiannual 2020 groundwater monitoring event was completed on March 9-10, 2020. This event also included semiannual leachate monitoring. We have received the analytical results from the laboratories. Based on initial review, the results are consistent with historical data. No statistically significant increases (SSIs) over background were identified; therefore, the landfill will remain in Detection monitoring. The First Semiannual Monitoring Report will be submitted to DEQ NLT August 6, 2020 (120-day reporting deadline).
B10101B-20	Groundwater Monitoring - Permit 605	The groundwater program remains in compliance. The first semiannual 2020 groundwater monitoring event was completed on March 9, 2020. This event also included semiannual leachate monitoring. We have received the analytical results from the laboratories. Based on initial review, the results are consistent with historical data. No SSIs over background were identified; therefore, the landfill will remain in Detection monitoring. The First Semiannual Monitoring Report will be submitted to DEQ NLT August 5, 2020 (120-day reporting deadline).
B10101B-21	Storm water Compliance	Storm water samples for the first semiannual 2020 monitoring period were collected at all Outfalls in January 2020 along with quarterly visual monitoring, there were no benchmark exceedances. Results will be submitted via e-DMR by July 10, 2020. SWPPP update was finalized on March 31st and hard copies are maintained onsite at the landfill.
B10101B-25H	Title V Permit Submittals	No effort this month. All submittals for FY 2020 completed.
B10101B-P	Aerial survey and capacity analysis.	Next aerial survey anticipated in FY 2021.
B10101B-E	Permit 605 - Cell 2 Construction Phase Services	CTO issued 12/7/18.
B10101B-40C and -40D	Permit modification for reconfiguration	The Permit Modification was submitted to the DEQ on February 21st. The DEQ is currently reviewing and has unofficially provided a number of preliminary comments.
B10101B-40A	Financial Evaluation	Next evaluation anticipated in FY 2021.
B10101B-41	Adjacent property borrow area	The grading design plans were submitted on 3/10/20 to the County for E&S approval. Comments from the County were received on 4/16/20. Comments were resolved and the plans were resubmitted to the County on May 11, 2020.

CGGSWA - ANNUAL ENGINEERING AND ENVIRONMENTAL BUDGET									
FY 2020 - Billing summary by activity and job number									
Prepared by Draper Aden Associates									
CATEGORY	DAA JOB NUMBER	BUDGET CODE	FY 2020 MODIFIED - Approved by Board 1/24/20	BILLED THROUGH 12/31/19	JANUARY INVOICE	FEBRUARY INVOICE	MARCH INVOICE	APRIL INVOICE	REMAINING AS OF 5/1/20
LANDFILL CONSULTING		3002A							
Permit 508 - Engineering support - operations	B10101B-1FH		\$0	\$0.00			\$0.00		\$0.00
Permit 605 - Engineering support - operations	B10101B-1FH		\$11,000	\$14,353.30	\$1,211.00	\$0.00	\$1,364.03	\$0.00	\$71.67
Financial evaluation	Not assigned		\$0	\$0.00					\$0.00
PERMIT MODIFICATION - CELL SEQUENCING									
Major permit modification	B10101B-40H		\$100,200	\$51,895.00	\$22,122.10	\$19,647.20	\$5,016.70	\$1,510.10	\$8.90
Response to VDEFQ on permit application	B10101B-40D		\$20,000	\$0.00	\$0.00	\$0.00	\$4,426.40	\$4,791.60	\$10,782.00
OTHER									
Solid Waste Management Plan overhaul	Not assigned		\$0	\$0.00					\$0.00
Adjacent borrow area development - engineering	B10101B-41A		\$30,000	\$7,261.68	\$0.00	\$0.00	\$0.00	\$5,882.60	\$16,855.72
Survey - field support of operations	Not assigned		\$3,500	\$0.00					\$3,500.00
LANDFILL GAS		3002J							
Gas probe/active system monitoring	B10101B-1AG		\$9,900	\$3,808.80	\$0.00	\$0.00	\$1,238.56	\$0.00	\$4,852.64
AERIAL SURVEY AND CAPACITY ANALYSIS		3002J							
Survey	Not assigned		\$0	\$0.00					\$0.00
Engineering	Not assigned		\$0	\$0.00					\$0.00
GROUNDWATER AND LEACHATE MONITORING		3002O							
Permit 508 - routine monitoring - semiannual	B10101B-19		\$33,850	\$19,127.80	\$2,714.20	\$4,220.90	\$4,398.55	\$2,514.50	\$874.05
Permit 605 - routine monitoring - semiannual	B10101B-20		\$30,250	\$22,014.30	\$3,049.70	\$2,710.60	\$571.20	\$1,468.50	\$435.70
WETLAND MONITORING OR OTHER ACTIVITIES		3002P							
Annual requirements	Not assigned		\$0	\$0.00					\$0.00
Additional service - permitting	Not assigned		\$0	\$0.00					\$0.00
STORM WATER SAMPLING		3002T							
Annual requirements	B10101B-21		\$16,000	\$6,140.68	\$2,489.40	\$1,531.90	\$2,860.50	\$2,619.15	\$358.37
Additional service	Not assigned		\$0	\$0.00					\$0.00
TITLE V AIR QUALITY PERMITTING		3002U							
Permit requirement	B10101B-25H		\$5,200	\$587.50	\$413.00	\$0.00	\$2,999.00	\$20.28	\$1,180.22
TOTAL			\$265,900	\$125,189.06	\$31,999.40	\$28,110.60	\$22,874.94	\$18,806.73	\$38,919.27

TASK ORDER
CGGSWA – Environmental – FY 2021
Non-Routine Groundwater Services, Permit No. 605
To the Agreement Between
CGGSWA and Draper Aden Associates
May 14, 2020

THIS TASK ORDER is executed under the terms of the Master Services Agreement for non-routine groundwater services at Permit No. 605 between the Carroll-Grayson-Galax Solid Waste Authority (Owner; aka CGGSWA) and Draper Aden Associates (Engineer) dated June 17, 2019 is incorporated as part of that Agreement.

EFFECTIVE DATE

This Task Order is effective July 1, 2020 through June 30, 2021.

SCOPE OF SERVICES

Engineer shall provide the following specific Services:

Non-Routine Groundwater Monitoring Program Services

Work includes the following:

1. **Groundwater monitoring plan update:** The major permit modification to restructure the Permit No. 605 landfill requires an update to the facility Groundwater Monitoring Plan (GMP). The original GMP was prepared in 2006 and outdated. As a result, the GMP requires significant revisions. An updated GMP will be prepared to bring the document into compliance with the current regulations as well as address changes to the groundwater monitoring program. A major revision to the GMP is not included in the engineering budget for the permit modification or the groundwater monitoring budget.
2. **Coordination of installation of MW 16 and MW-17:** Monitoring wells MW-16 and MW-17 will need to be installed in FY 2021. There is a significant amount of coordination and additional effort needed to support this installation. This includes coordination of the survey to identify / locate the proposed monitoring well locations and stream buffer area to ensure that this area is not disturbed during construction of access road(s) and mobilization of the drill rig; initial coordination with the well driller(s); and notification / discussion with DEQ since the updated GMP and permit modification are pending DEQ review and approval.
3. **Additional effort for interface with Authority:** Based on FY 2020, additional time related to program management will be required in FY 2021. This includes the potential preparation of additional documents as requested by the board for the monthly meetings; additional coordination with engineering and transition of responsibilities, and additional coordination and meetings as we navigate COVID-19.

CONSULTANTS

The following consultants are required to complete the work under this task and are included in the fee estimates below:

None

TASK ORDER
CGGSWA – Environmental – FY 2021
Non-Routine Groundwater Services, Permit No. 605
To the Agreement Between
CGGSWA and Draper Aden Associates
May 14, 2020

DELIVERABLES

Engineer Deliverables and Schedule for this Task Order are:

1. Groundwater Monitoring Plan – Active Permit No. 605
 - Updated Groundwater Monitoring Plan to incorporate changes to the groundwater monitoring plan related to the major permit amendment to restructure the Permit No. 605 landfill and bring the document into compliance with the current regulations.
2. Services in support of Items 2 and 3

OWNER'S RESPONSIBILITIES

Owner shall have those responsibilities set forth in the Master Agreement with additions as follows:

No additional responsibilities.

COMPENSATION

Engineer's compensation is based on the payment procedures outlined in Article 4 of the Master Agreement between CGGSWA and Draper Aden Associates. All services as described herein will be provided on a Lump Sum, percent complete basis.

Estimated Fee: Non-routine Groundwater Monitoring Services **\$10,000**

All services as described herein will be provided on a lump sum/% complete basis in accordance with the Terms and Conditions of the Master Services Agreement between Owner and Engineer. In the event of a change of scope, the Owner will be informed immediately upon discovery that the fees presented may be exceeded and given an estimate of additional costs before work is continued. The cost of the work and methods of payment shall be in accordance with the agreement between Owner and Engineer.

IN WITNESS WHEREOF, the parties have signed this Task Agreement.

DRAPER ADEN ASSOCIATES

CGGSWA

By (Signature): _____

By (Signature): _____

Name Michael D. Lawless, P.G.

Name _____

Title Vice President

Title _____

Date May 14, 2020

Date _____

TASK ORDER
CGGSWA – Survey - Proposed Monitoring Wells and Stream Buffer Area
To the Agreement Between
CGGSWA and Draper Aden Associates
Dated May 8, 2020

THIS TASK ORDER is executed under the terms of the Master Services Agreement for general engineering services, between the Carroll-Grayson-Galax Solid Waste Authority (Owner or Authority) and Draper Aden Associates (Engineer) dated June 17, 2019 is incorporated as part of that Agreement.

EFFECTIVE DATE

This Task Order is effective as of the date of Authority's signature.

SCOPE OF SERVICES

Proposed monitoring wells MW-16 and MW-17 will monitor future Cell 6 and are scheduled for installation in FY2021. Prior to installation, an access road will need to be constructed to allow access / mobilization of the drill rig as well as future access to each monitoring well for routine groundwater monitoring events. In addition, proposed monitoring well MW-16 is located near stream buffer Area 2 (refer to the attached site features map). The stream buffer / preservation areas cannot be disturbed; therefore, the proposed well locations and boundary associated with stream buffer Area 2 need to be identified / located to ensure the stream buffer area is not disturbed during construction of access roads (to be completed by the Authority) and during well installation activities. Under this task order a Draper Aden Associates survey team will locate and stakeout / flag proposed groundwater monitoring wells MW-16 and MW-17 and stream buffer Area 2.

CONSULTANTS

The following consultants are required to complete the work under this task and are included in the fee estimates below:

None

DELIVERABLES AND SCHEDULE

Draper Aden Associates will stakeout / flag proposed groundwater monitoring wells MW-16 and MW-17 as well as the boundaries for stream buffer Area 2 (refer to attached site features map). Survey work can be initiated within the next 30 days upon the effective date of this task order (weather permitting).

OWNER'S RESPONSIBILITIES

Owner shall have those responsibilities set forth in the Master Agreement with additions as follows:

No additional responsibilities.

COMPENSATION

Engineer's compensation is based on the payment procedures outlined in Article 4 of the Master Agreement between CGGSWA and Draper Aden Associates. All services as described herein will be provided on a Lump Sum, percent complete basis.

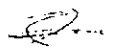
Estimated Fee: Survey to Locate Proposed Wells and Stream Buffer Area	\$3,500
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TASK ORDER
CGGSWA – Survey - Proposed Monitoring Wells and Stream Buffer Area
To the Agreement Between
CGGSWA and Draper Aden Associates
Dated May 8, 2020

All services as described herein will be provided on a time and materials basis in accordance with the Terms and Conditions of the Master Services Agreement between Authority and Engineer. In the event of a change of scope, the Authority will be informed immediately upon discovery that the fees presented may be exceeded and given an estimate of additional costs before work is continued. The cost of the work and methods of payment shall be in accordance with the agreement between Authority and Engineer.

IN WITNESS WHEREOF, the parties have signed this Task Agreement.

DRAPER ADEN ASSOCIATES

By (Signature):  _____

Name Michael D. Lawless, P.G.

Title Vice President

Date May 8, 2020

CGGSWA

By (Signature): _____

Name _____

Title _____

Date _____

ATTACHMENTS:

Attachment 1 – Site Features Map

Solid Waste Authority Manager's Report
May 22, 2020

Agenda:

- Raymond James CD Renewals (2) May & (3) June
- Draper Aden Task Orders
- Tire Removal Price Increase
- FY21 Proposed Budget (Attached)
- Equipment Update
- Board Meeting Dates (June 26, 2020)
- Questions and answers

New River Tire Recycling LLC

Ph. 276-728-0201 Fax 336-368-6800

www.newrivertirerecycling.com

P.O. Box 1752 Pilot Mountain, NC 27041
312 E 52 Bypass Pilot Mountain, NC 27041

To Whom it May Concern:

Based on past load history of Carroll County Landfill's loads, we do not see the extra charges for dirty tires, rims, or OTR's to be an issue. Our price increase will begin June 1st, 2020. The prices are as listed below:

\$100 per ton for car and light truck tires

\$200 per ton for tires on rims

\$300 per ton for dirty loads (load with trash, foreign debris, ect.)

\$400 per ton for OTR's

Please sign and return a copy to our office. Retain a copy for your records.

Thank you,

Ben Bryant - Owner

Allen Lawson

From: Brian Rider <riderscrapiron@swva.net>
Sent: Thursday, March 12, 2020 2:47 PM
To: Allen Lawson
Subject: Tire Disposal

Allen,

Thanks for the visit today and the inquiry about tire disposal from your site. We are able to offer a rate of \$100 per net ton for any size or type of rubber tire (passenger, otr, heavy equipment). We would also waive any freight charge to come on site and haul a load out when needed. Let me know if you have any other questions.

Thanks,
Brian Rider
Vice President
Rider Scrap Iron and Metals Inc.
2227 Wysor Highway
Barren Springs, VA 24313
276-620-9145 (cell)
276-766-0385 (office)
riderscrapiron@swva.net

Sent from my iPhone

Allen Lawson

From: Rick Payne <rpayne@libertytire.com>
Sent: Monday, March 16, 2020 10:10 AM
To: Allen Lawson
Subject: RE: Tire Removal

Allen,

Thanks for the opportunity to service Carroll County. With our limited inventory of open top/walking floor trailers we unfortunately cannot provide this type of service for this location.

Best Regards,

Rick Payne
Accounts Manager
US Tire Recycling /
6322 Poplar Tent Road
Concord, NC 28027
Mobile: (704) 791-5567
Fax: (704) 784-4716

From: Allen Lawson <allen.lawson@carrollcountyva.gov>
Sent: Friday, March 13, 2020 3:31 PM
To: Rick Payne <rpayne@libertytire.com>
Subject: [External] Tire Removal

Rick,

I spoke with you earlier today about a proposal for our tire removal. We will be glad to load the tires if you provide an open top trailer. We can have you loaded and gone in 45 minutes or so. We would not call you for a pick up until we have a full load. If you have any questions just let me know.
Thank you,

Allen Lawson
Landfill Manager
Carroll-Grayson-Galax SWA
Work: 276-728-4907 Cell: 276-733-1418
Fax: 276-728-7453

Carroll-Grayson-Galax Solid Waste Authority

Budget Overview

EXPENSE ACCOUNT	ACTUAL	APPROVED	PROPOSED	Cell VI Const.
	FY19	FY20	FY21	LGIP
1001 Salaries	356,910.84	367,700.00	378,731.00	
2001 Benefits	166,281.44	175,000.00	178,000.00	
3002A Eng Serv LF Consulting	44,404.00	170,700.00	105,800.00	221,400.00
3002I Eng Landfill Gas Monit	4,567.43	9,900.00	9,900.00	
3002J Aerial Survey & Cap Study	0.00	0.00	3,500.00	12,000.00
3002O Groundwater Monitoring	62,763.77	64,100.00	75,900.00	34,300.00
3002P Wetlands & Const Bid Phas		0.00	15,000.00	
3002T Stormwater Sampling	15,358.63	16,000.00	23,000.00	
3002U Title V Air Qual Permit	6,287.90	5,200.00	41,200.00	
3002V Tier II Testing	2,647.20			
3003 Cell Construction (Closure)	1,936,551.02	0.00	259,569.00	648,431.00
3005 Equipment	14,207.76	15,000.00	15,000.00	
5101 Utilities	9,677.37	12,000.00	12,000.00	
5102 Fuel	65,092.87	90,000.00	90,000.00	
5203 Telephone	6,142.16	8,000.00	8,000.00	
5400 Office Equipment	6,825.09	8,500.00	8,500.00	
5401 Office Supplies	4,470.27	5,000.00	5,000.00	
5401A Office Equip Lease	1,191.60	1,500.00	1,500.00	
5401B Office Equipment Support	1,200.00	1,600.00	1,600.00	
5401C Advertising	2,353.73	3,500.00	3,500.00	
5401D Audit	8,950.00	9,500.00	9,800.00	
5408 Equipment Repair	82,044.25	100,000.00	100,000.00	
5415 Misc Supplies	7,376.22	15,000.00	15,000.00	
5415A Uniforms & Supplies	3,447.85	5,500.00	5,500.00	
5415B Rock	6,250.00	5,000.00	5,000.00	
5415C Wood Grinding	12,000.00	15,000.00	20,000.00	
5415D Tire Disposal	40,370.75	40,000.00	50,000.00	
5415F Paving	15,000.00	25,000.00	30,500.00	
5415G Catering	1,472.66	2,500.00	2,500.00	
5418 Recycling	2,951.75	3,000.00	3,000.00	
5419 Building Maintenance	3,057.00	6,000.00	6,000.00	
5420 Insurance	16,053.00	22,000.00	22,000.00	
5425 Legal Fees	125.00	10,000.00	10,000.00	
5430 DEQ	10,977.48	28,000.00	28,000.00	
5435 Seminars	1,009.16	1,800.00	2,000.00	
5439 Community Economic Develop	260,875.00	250,000.00	225,000.00	
5440 Leachate	35,877.55	38,000.00	45,000.00	
5441 HHW / Shredding	31,270.00	35,000.00	35,000.00	
0050 Landfill Closure / LGIP	396,171.90	370,000.00	400,000.00	
8000 Employee Contingency	974.52	10,000.00	15,000.00	
1500 Equipment Capital Improvement	97,502.86	316,000.00	135,000.00	
	\$3,740,690.03	\$2,261,000.00	\$2,400,000.00	\$916,131.00

ANTICIPATED FY21 TIPPING FEE REVENUE	\$2,400,000.00
** Use of Reserves (LGIP) Cell VI Construction	\$916,131.00
Total Proposed Budget	\$3,316,131.00

Total Cell Construction for FY21

916,131.00 + 259,569.00 = 1,175,700.00