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Augusta County Service Authority
Regular Board Meeting, Thursday, September 17, 2020, at 1:30 p.m.
Board Meeting Room

PRESENT: Andrew C. Middleton, Chairman, North River District
Garry R. Gordon, Vice Chairman, Middle River District, *via phone conference from North Carolina.*
Harvey Almarode, South River District
Allen Dahl, Beverley Manor District
Matthew Egeli, Wayne District
Michael L. Shull, Riverheads District
Timothy Simmons, Pastures District, *via phone conference from his home due to work mandated quarantine*
Phil Martin, Executive Director
Brent Canterbury, Board Treasurer
Jean Marshall, Board Secretary

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CALL TO ORDER

The Chairman called the meeting to order at 1:33p.m.

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ADOPTION OF AGENDA

Mr. Almarode moved, seconded by Mr. Shull to adopt the Agenda as presented.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli,
Shull, and Simmons
Nays: None

Motion approved.

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APPROVAL OF MINUTES

Mr. Shull moved, seconded by Mr. Almarode, to approve the Minutes of the Regular Board Meeting of August 20, 2020, which have been mailed to the members with no corrections made.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli,
Shull, and Simmons
Nays: None

Motion approved.

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MATTERS PRESENTED BY THE PUBLIC

No members of the public were in attendance to make comments and no public comments were brought forth by Staff.

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EXECUTIVE DIRECTOR’S HIGHLIGHTS

Staff shared with the Board an email received from Chris Pomeroy, President of AquaLaw and counsel for VAMWA, giving updates on the legislation regarding the utility disconnect moratorium and repayment plans. The proposed State Bill 5118 (the McClellan Bill) will exempt authorities from participating in the moratorium and will allow authorities to set a repayment plan for customers whose services have been disconnected. VAMWA is supporting the McClellan Bill and is opposed to other pending legislative language presented by the Governor.

Mr. Egeli asked if legislators are still in Special Session?

Staff stated they are still in Special Session, which may continue until the middle of October.

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PROGRESS REPORT

The Progress Report for August is on file in the Secretary’s office and was reviewed with the Board.

Staff brought to the attention of the Board the Customer Service chart within the Progress Report showing payments made online. The chart shows online payments were down to 5% from the normal 20-30%. The decrease in online payments was due to the program being removed accidentally from the Augusta County server. The issue has been resolved and online payments are expected to increase.

Mr. Simmons asked how long the system was down before it was realized.

Staff stated the system was down approximately two days before it was realized. It took approximately two weeks to have the system operable. There was an increase in phone payments and payments placed in the overnight drop box during the time the online system was down.

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COMMITTEE REPORTS

The Executive Committee will make a report following Closed Session.

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AUTHORIZATION TO PURCHASE REPLACEMENT CCTV TRUCK & EQUIPMENT

ACSA currently utilizes a 2001 GMC Savannah cargo van with Cues Granite XP camera equipment to perform closed circuit television inspections of sanitary sewer lines. The approved FY-21 Capital Budget includes \$325,000 for a replacement van and new CCTV equipment.

Staff has secured a cooperative procurement quote from CUES, Inc. through HGAC Buy of \$309,850. The quote is for a CUES CCTV package on a 4WD Ford F-450 Diesel with a 14' cargo box. The price also includes the Mark III Portable Mainline System which allows the camera to be taken into places full-size vehicles cannot go (typically easements). In order to get the Mark III portable system, along with the necessary portable generator into these areas, we will be purchasing a Kubota UTV under a separate Sourcewell (formerly NJPA) contract and purchase order. The grand total of expenditures will be \$324,535.31.

Staff requested the Board approve a purchase order be issued to CUES, Inc. for \$309,850 to purchase an F450 Diesel 4WD Camera Truck with associated CCTV equipment.

After discussion, Mr. Almarode moved, seconded by Mr. Shull to authorize a purchase order in the amount of \$309,850.00 be issued to CUES, Inc., to purchase an F450 Diesel 4WD Camera Truck with associated CCTV equipment.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli,
Shull, and Simmons
Nays: None

Motion approved.

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CLOSED SESSION

Mr. Almarode moved, seconded by Mr. Shull to convene in closed session pursuant to Virginia Code §2.2-3711(A)(19), to discuss plans to address cybersecurity threats and vulnerabilities.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli,
Shull, and Simmons
Nays: None

Motion approved.

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Mr. Almarode moved, seconded by Mr. Shull to come out of closed session.

Vote was as follows:

Yeas:	Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons
Nays:	None

Motion approved.

Board members were requested to certify only matters pursuant to Virginia Code §2.2-3711(A)(19) were discussed. Members certifying were Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons.

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Mr. Almarode moved, seconded by Mr. Shull to convene in closed session pursuant to Virginia Code §2.2-3711(A)(8), to discuss consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

Vote was as follows:

Yeas:	Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons
Nays:	None

Motion approved.

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Mr. Shull moved, seconded by Mr. Egeli to come out of closed session.

Vote was as follows:

Yeas:	Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons
Nays:	None

Motion approved.

Board members were requested to certify only matters pursuant to Virginia Code §2.2-3711(A)(8) were discussed. Members certifying were Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons.

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EXECUTIVE COMMITTEE

Dr. Middleton established a standing Legal Committee to consult on legal matters involving the Service Authority. Mr. Egeli and Mr. Almarode will serve on the committee, with Mr. Egeli serving as Chairman.

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BOARD COMMENTS

Mr. Shull presented to the Board the Rules of Order the Board of Supervisors adopted at their last meeting. He asked each Board member to review them in preparation for discussion at the October meeting in anticipation of adopting new Rules of Order for the Service Authority.

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There being no further business, the meeting was adjourned at 3:35 p.m.

Board Secretary

Chairman