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Augusta County Service Authority
Regular Board Meeting, Thursday, August 19, 2021, at 1:30 p.m.
Board Meeting Room

PRESENT: Andrew C. Middleton, Chairman, North River District
Garry R. Gordon, Vice Chairman, Middle River District
Harvey Almarode, South River District
Allen Dahl, Beverley Manor District
Matthew Egeli, Wayne District
Michael L. Shull, Riverheads District
Timothy Simmons, Pastures District
Phil Martin, Executive Director
Brent Canterbury, Treasurer
Jean Marshall, Board Secretary

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CALL TO ORDER

The Chairman called the meeting to order at 1:30 p.m.

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ADOPTION OF AGENDA

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

Vote was as follows:

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

Motion approved.

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APPROVAL OF MINUTES

Mr. Shull moved, seconded by Mr. Simmons, to approve the Minutes of the Regular Board Meeting of July 15, 2021, which have been mailed to the members.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, 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 provided information to the Board regarding the Service Authority salt supply, Consumer Price Index, interviews for the Director of Solid Waste Management position, the Virginia Water and Waste Authorities Board meeting, Augusta Homebuilders meeting, and current I & I work.

There were no questions or discussion from the Board.

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PROGRESS REPORT

The July Progress Report was included in the Board packet and was reviewed with the Board.

Mr. Shull asked how much the water pressure will increase in the Mint Spring area with the completion of the Rt. 11 waterline replacement project. A contractor is waiting to begin construction of a development based upon the increase of water pressure.

Staff stated there is no change to the water pressure in the Mint Spring area, but water flow may be increased. A flow test will be performed in the near future to determine the amount of flow available to the proposed development.

Mr. Shull asked if letters have been sent to property owners on Cold Springs Road regarding the waterline extension request by Jason and Wendy Wyant presented at the May 20, 2021 Board meeting.

Staff recently talked with Mrs. Wyant explaining the deficit situation for potential projects coming from either the north or south sides of Rt. 608. Staff will be meeting with Mrs. Wyant to discuss the option of a private lateral, after which time the letters will be sent to the property owners.

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COMMITTEE REPORTS

Personnel Committee

The Committee met on August 16 to discuss employee retention efforts and the affect inflation is having on the Service Authority and the retention of employees. The Committee is hopeful the new benefits package and pay increases will encourage current employees to retain their positions with the Service Authority and attract future employees.

Land and Water Committee

The Committee reported the owners of the subdivision surrounding the old Verona water tank site have expressed interest in purchasing the site. The water tank has already been removed and only a few concrete structures remain on the property. The property is basically landlocked due to the subdivision surrounding it on all sides.

The Land and Water Committee proposed the property be advertised for sale in accordance with Service Authority policy, with a reserve amount of \$30,000.

Vote was as follows:

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

Motion approved.

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RESOLUTION AUTHORIZING 457 DEFERRED COMPENSATION PLAN

Staff reminded the Board of the Deferred Compensation match, which was part of the enhancements to the employee benefits approved at the April meeting. Staff has worked with ICMA-RC to develop a plan for the implementation of the new benefit to begin in January 2022. ICMA-RC, as well as Service Authority legal counsel recommended the Board adopt a Resolution adopting the plan and to contract with ICMA-RC for management of the plan. The Resolution is as follows:

**RESOLUTION AUTHORIZING ADOPTION OF
A 457 DEFERRED COMPENSATION PLAN**

WHEREAS, the AUGUSTA COUNTY SERVICE AUTHORITY has employees rendering valuable services; and

WHEREAS, the establishment of a deferred compensation plan for such employees serves the interests of the AUGUSTA COUNTY SERVICE AUTHORITY by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personal management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the AUGUSTA COUNTY SERVICE AUTHORITY has determined that the establishment of a deferred compensation plan to be administered by the International City Management Association (ICMA) Retirement Corporation serves the above objectives; and

WHEREAS, the AUGUSTA COUNTY SERVICE AUTHORITY desires that its deferred compensation plan be administered by the ICMA Retirement Corporation, and that some or all of the funds held under such plan be invested in VantageTrust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans;

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NOW, THEREFORE, BE IT RESOLVED, by the AUGUSTA COUNTY SERVICE AUTHORITY BOARD OF DIRECTORS, that the AUGUSTA COUNTY SERVICE AUTHORITY hereby adopts the deferred compensation plan (the “Plan”) in the form of the ICMA Retirement Corporation Deferred Compensation Plan and Trust, referred to as Appendix A.

BE IT FURTHER RESOLVED, by the AUGUSTA COUNTY SERVICE AUTHORITY BOARD OF DIRECTORS, that the AUGUSTA COUNTY SERVICE AUTHORITY hereby adopts the Declaration of Trust of VantageTrust, intending this adoption to be operative with respect to any retirement or deferred compensation plan subsequently established by the Augusta County Service Authority, if the assets of the plan are to be invested in VantageTrust.

BE IT FURTHER RESOLVED, that the assets of the Plan shall be held in trust, with the AUGUSTA COUNTY SERVICE AUTHORITY serving as trustee, for the exclusive benefit of the Plan participants and their beneficiaries, and the assets shall not be diverted to any other purpose.

BE IT FURTHER RESOLVED, that the AUGUSTA COUNTY SERVICE AUTHORITY hereby agrees to serve as trustee under the Plan.

BE IT FURTHER RESOLVED, that the Treasurer of the AUGUSTA COUNTY SERVICE AUTHORITY shall be the coordinator for this program; shall receive necessary reports, notices, etc. from ICMA Retirement Corporations or VantageTrust; shall cast, on behalf of the Augusta County Service Authority, any required votes under VantageTrust; Administrative duties to carry out the Plan may be assigned to the appropriate departments, and is authorized to execute all necessary agreements with ICMA Retirement Corporation incidental to the administration of the Plan.

Adopted by the AUGUSTA COUNTY SERVICE AUTHORITY BOARD OF DIRECTORS this 19th day of August, 2021.

Motion by: Mr. Egeli

Seconded by: Mr. Simmons

Aye: Dr. Middleton, Mr. Gordon, Mr. Almarode, Mr. Dahl, Mr. Egeli, Mr. Shull and Mr. Simmons

Nay: None

Absent: None

This 19th day of August, 2021

Dr. Andrew Middleton
Board Chairman

Attest:

Board Secretary

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SEPTEMBER MEETING

Staff recommended the September meeting be canceled due to the scheduling conflict with the WaterJAM conference, which is being held the week of September 12. Staff and the Board agreed to delay canceling the meeting until three days prior, at which time a determination will be made to either proceed with the meeting or cancel it.

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CLOSED SESSION

Mr. Gordon moved, seconded by Mr. Shull to convene in closed session pursuant to Virginia Code §2.2-3711(A)(1p), 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. Shull moved, seconded by Mr. Almarode 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)(1p) were discussed. Members certifying were Middleton, Gordon, Almarode, Dahl, Egeli, Shull, and Simmons.

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BOARD COMMENTS

Mr. Shull asked how long the probationary period is for the Director of Solid Waste position.

Staff stated the Service Authority policy declares a six-month probationary period for all new employees.

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Mr. Shull stated the probationary period should be longer for high profile positions. He suggested the probationary period for the Director of Solid Waste be increased to a year, with quarterly reviews.

Staff will review the policy to determine if the probationary period can be revised.

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There being no further business, Mr. Shull moved, seconded by Mr. Simmons to adjourn the meeting at 2:21 p.m.

Vote was as follows:

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

Motion approved.

Board Secretary

Chairman