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Augusta County Service Authority
Regular Board Meeting, Thursday, May 20, 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, Board Treasurer
Jean Marshall, Board Secretary

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CALL TO ORDER

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

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ADOPTION OF AGENDA

Staff recommended the Agenda be revised to add Appointment of Nominating Committee as Item 9, with all other items following subsequently.

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

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. Simmons, to approve the Minutes of the Regular Board Meeting of April 15, 2021, which have been mailed to the members.

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 stated the first meeting of the Virginia Municipal Drinking Water Association was held virtually and was well attended. Hopefully, this organization will duplicate the legislative lobbying successes made through VAMWA.

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Mr. Shull asked if the Daikin account had been settled. Staff stated Daikin’s past-due balance has been paid in full and currently there is a zero balance on the account.

Mr. Dahl asked if Daikin is going to install a water usage monitoring system. Staff stated Daikin has recently installed a water usage monitoring system.

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Staff stated there were challenges with monitoring availability and scheduling delivery of gasoline and diesel fuel during the Colonial Pipeline shut-down this month. Three thousand gallons of unleaded gasoline and forty-five hundred gallons of diesel fuel were delivered within the last week, which provided the Service Authority with a sufficient amount of each.

Mr. Shull asked about the status of the Service Authority’s cybersecurity improvements.

Staff stated there is a continuing process of identifying areas where security needs to be increased. Additional security procedures have recently been put into place.

Dr. Middleton reminded Staff to the critical nature of water and sewer services. He instructed the Executive Director, in the event of a fuel emergency with expenses exceeding the Executive Director’s signatory limit, to contact the Executive Committee for emergency spending authorization. The Executive Committee will address the particular situation at the next scheduled Board meeting.

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PROGRESS REPORT

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

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COMMITTEE REPORTS

No reports were given by the committees.

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APPOINTMENT OF NOMINATING COMMITTEE

Dr. Middleton appointed Mr. Simmons and Mr. Gordon as the nominating committee. The election will take place at the June 17, 2021 Board meeting.

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Bid Award – Ductile Iron Pipe and Fittings

Staff explained Invitation for Bid (ITB) number 2105 was issued on April 8, 2021, requesting sealed bids for Ductile Iron Pipe and Fittings for the Howardsville Turnpike Substandard Water Line Project. Bids were opened on April 22, 2021. Of the six bids received, Consolidated Pipe offered the lowest total cost; however, Consolidated Pipe did not include a bid bond and their bid was rejected as being non-responsive. LB Water Service, Inc., offered the second lowest cost of \$279,516.90 and the bid is being awarded to them. The proposed materials cost is within the budgeted amount for the Howardsville Turnpike Substandard Water Line Project.

Staff is recommending the Board award the contract to LB Water in the amount of \$279,516.90 for the purchase of ductile iron pipe and fittings.

Mr. Shull moved, seconded by Mr. Egeli to award the contract to LB Water in the amount of \$279,516.90 for the purchase of ductile iron pipe and fittings.

Vote was as follows:

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

Motion approved.

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Bid Award – Replacement of Landfill Bulldozer

The approved FY 2022 Landfill capital budget includes \$425,000 to purchase a bulldozer to replace an existing track loader. ACSA is proposing to purchase a new CAT D6 Low Ground Pressure bulldozer with a waste handling package to replace a 2012 CAT 973D track loader with over 12,000 hours. The initial purchase price and operating costs of a dozer are less than a track loader. The new D6 will become the primary push asset at the active landfill.

ACSA obtained a Sourcewell quote from Carter CAT for a 2021 CAT D6 Low Ground Pressure bulldozer with a waste handling package. The Sourcewell quote totaled \$416,436.

The bulldozer would not be delivered to the Augusta Regional Landfill until after July 1, 2021,

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which would push the actual purchase into FY 2022.

Staff is recommending the Board approve the purchase order to Carter CAT for \$416,436.00 to purchase a 2021 CAT D6 Low Ground Pressure bulldozer with a waste handling package for the Augusta Regional Landfill. Authorization is made with the provision delivery and payment would not be made until after July 1, 2021.

Mr. Simmons moved, seconded by Mr. Gordon to approve the purchase of a 2021 CAT D6 Low Ground Pressure bulldozer in the amount of \$416,436.00, with delivery and payment to be made after July 1, 2021.

Vote was as follows:

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

Motion approved

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FY-22 BUDGET PRESENTATION

Staff reviewed the highlights of the draft budget as it was presented to the Board at the April meeting.

Staff stated changes to the Capital Budget since the April meeting include \$30,000 for vehicle GPS receivers, along with \$20,000 for the O & M maintenance costs of the receivers. Due to the increased price of fuel \$10,000 was added to the fuel budget. These changes will not affect the operating budget.

After discussion, Mr. Dahl moved, seconded by Mr. Egeli to approve advertising of the proposed rate schedule and set a public hearing to coincide with the June 17 meeting.

Vote was as follows:

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

Motion approved.

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BOARD COMMENTS

Mr. Almarode commended the Executive Director and Staff for professionally handling specific customer situations within the last month.

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Mr. Dahl stated he contacted VA811 for a project he was working on. Within an hour Field Operations staff was on-site to locate Service Authority utility lines. He thanked Staff for their prompt response.

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Mr. Shull stated Jason and Wendy Wyant, residing at 722 Cold Springs Road, are requesting a public water line extension to their home due to the poor quality of water they are receiving from their well. The Wyant’s have drilled two wells on their property and the problems of odor and sediment continue. They are currently utilizing a cistern.

Staff gave a PowerPoint presentation of the request and explained the request for extension process to the Board based on ACSA’s Operating Procedures and Policy Manual. The resident making the request for the extension is responsible for initiating a petition with neighboring property owners to determine whether or not they would be interested in connecting to public water service. The Wyant’s have started the petition process. Participation of at least 50% of the properties potentially served by the extension is required. Following the receipt of the petition from the property owners, a formal cost estimate will be prepared and a preliminary level of funding from the Board of Supervisors and the ACSA Board will be determined. If the project is found to be economically feasible, a service agreement will be prepared for each participating property owner with a deadline of when availability fees must be paid.

The estimated cost of the requested extension is \$204,660, with a potential for 13 customers as indicated in the slides as “Proposed Water Line A”. The estimated funding is \$29,290, which leaves a deficit of \$175,370. Currently, there are two customers who have indicated interest in connecting to water services. There is an option to further extend the water line as indicated in the slides as “Proposed Water Line B”, which would potentially add 14 more customers.

After discussion, the Board directed Staff to send letters to the 27 property owners on Cold Springs Road, shown as “Proposed Water Line A” and “Proposed Water Line B” of the presentation, informing them of the Wyant’s petition to extend water lines and the potential for the property owners to connect .

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There being no further business, the meeting was adjourned at 2:37 p.m.

Board Secretary

Chairman