

Augusta County Service Authority
Regular Board Meeting, Thursday, October 21, 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. Egeli to adopt the Agenda as presented.

Vote was as follows:

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

Motion approved.

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APPROVAL OF MINUTES

Mr. Egeli moved, seconded by Mr. Simmons, to approve the Minutes of the Regular Board Meeting of August 19, 2021 and the Called Board Meeting of September 9, 2021, which have been mailed to the members.

Vote was as follows:

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

Motion approved.

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MATTERS PRESENTED BY THE PUBLIC

No members of the public were in attendance to make comments.

Staff reported concerns raised by customers in the Weyers Cave area regarding an increase in their water bills. While investigating, some customers told Staff they may have used more water during the months of the increase for watering lawns and gardens. Staff are continuing to investigate possible causes for any unexplained higher water bills. So far, there have been no discrepancies with the meters.

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EXECUTIVE DIRECTOR’S HIGHLIGHTS

Staff informed the Board the Service Authority now has a Facebook page. The page will be used to communicate information to customers, such as the different options for paying their bill, repairs or upgrades to water and sewer lines, environmental information, and information regarding the EyeOnWater app. The page will also be used as an avenue for posting open positions within the Service Authority.

Staff reported average fuel costs for Service Authority vehicles was \$2.22 per gallon in the first quarter of this year, compared to \$1.80 per gallon the same time last year, and \$1.50 and \$1.86 in the previous two years. Diesel fuel averaged \$2.13 per gallon during the first quarter, compared to \$1.28 per gallon last year, and \$2.07 and \$2.38 in the previous two years. \$49,182.00 has been spent this year in fuel costs, compared to \$44,000.00 at the same time last year. Costs and usage of fuel will be monitored for possible effects on the budget.

Mr. Shull asked if there are any projects planned within the next year requiring the purchase of pipe

Staff stated pipe has been purchased and is being used for the current capital projects. Anticipated projects for next year are not ready to be put out for bid.

Mr. Shull suggested Staff consider purchasing additional pipe now to avoid paying a higher price in the future.

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PROGRESS REPORT

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

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COMMITTEE REPORTS

There were no committee reports given.

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AUTHORIZATION TO PURCHASE WASTEWATER SCREENING EQUIPMENT

The approved FY 2022 Capital Improvements Budget includes \$120,435 for the replacement of existing headworks screening equipment at the Weyers Cave WWTP. The existing screens were installed prior to 1998 and the solids compacting equipment was repurposed from the Stuarts Draft WWTP (where it was originally installed in 1991) during the last upgrade. All of this equipment has exceeded its useful life and needs replacing.

On October 7th, sealed bids were received and opened from four equipment suppliers. The successful low bidder was Aquilatec Corporation with a bid of \$114,700.00.

Staff requested the Board approve the purchase order to Aquilatec Corporation for \$114,700.00 to purchase screening equipment for the Weyers Cave WWTP.

After discussion, Mr. Gordon moved seconded by Mr. Shull to approve the purchase order to Aquilatec Corporation for \$114,700.00 to purchase screening equipment for the Weyers Cave WWTP.

Vote was as follows:

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

Motion approved.

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AUTHORIZATION TO PURCHASE 1/2 TON PICKUP TRUCKS

The approved FY 2022 Capital Improvements Budget includes a total of \$193,250 for the replacement of five (5) 1/2-ton pickup trucks.

Supply chain disruptions and computer chip shortages have made the automobile market challenging, and in order to keep up with fleet replacements, other alternative procurement sources were explored. The needed vehicles were found on the Virginia Sheriffs Association Contract (VSAC) and the Service Authority has the ability to utilize this contract. Delivery for these vehicles will still take four to five months.

RK Chevrolet, Inc. has issued quotes for five trucks. This includes one crewcab diesel powered truck, three extended-cab diesel powered trucks, and one extended-cab gasoline powered truck. The total of all three quotes is \$157,388.00. This is well below the budgeted amount of \$193,250.00, however, additional work (adding safety lights, tool boxes, ladder racks, etc.) will still need to be completed before the vehicles are put into service. The cost of this additional work is not expected to exceed the remaining funds.

Staff explained since receiving the above quote, a representative from a local dealership approached Staff indicating the dealership may be able to offer the vehicles at a lower price than the quote from RK Chevrolet. Staff would like to explore the possibility of purchasing the vehicles at a lower cost, realizing if the vehicles are not purchased under VSAC, bids would need to be obtained from other vendors. The estimated delivery time if purchased from the dealership is 120 to 180 days.

Staff requested the Board authorize the purchase order to RK Chevrolet in the amount of \$157,388.00, with the provision to explore the possibility of purchasing from a local vendor at a lower cost, with total costs not exceeding \$157,388.00.

Board members asked Staff to take into consideration not only the costs of the vehicles, but all costs associated in the bidding process, such as advertising, and time Staff spends in preparing bid documents.

Mr. Dahl moved, seconded by Mr. Shull to authorize Staff to spend up to \$157,388.00 for five pickup trucks, with the ability to put it out for bid, if appropriate.

Vote was as follows:

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

Motion approved.

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RECAP OF 2021 WATERJAM

Staff reviewed the details of the WaterJAM conference held in September at Virginia Beach. There were 1575 attendees at the conference, with 11 attending from the Service Authority. COVID did have some affect on attendance, as some localities have travel restrictions.

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BOARD COMMENTS

Mr. Egeli asked Staff to discuss the status of the open positions at the Service Authority.

Staff stated the current open positions are for Safety Manager, Senior Staff Accountant/Staff Accountant, Water Operator Trainee, Landfill Equipment Operator, and Field Operations Utility Worker/Equipment Operator.

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There being no further business, Mr. Gordon moved, seconded by Mr. Dahl to adjourn the meeting at 2:26 p.m.

Vote was as follows:

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

Motion approved.

Board Secretary

Chairman