

Augusta County Service Authority
Regular Board Meeting, Thursday, July 21, 2022, 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
Timothy Simmons, Pastures District
Phil Martin, Executive Director
Brent Canterbury, Treasurer
Jean Marshall, Board Secretary

ABSENT: Michael L. Shull, Riverheads District

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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. Martin asked to revise the Agenda to add Emergency Request by Buchanan County PSA between Item 8 and Item 9.

Mr. Dahl moved, seconded by Mr. Gordon to adopt the Agenda as revised.

Vote was as follows:

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

Motion approved.

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APPROVAL OF MINUTES

Mr. Gordon moved, seconded by Mr. Simmons, to approve the Minutes of the Regular Board Meeting of June 16, 2022, which have been mailed to the members.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli, 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

Mr. Martin informed the Board two positions were created in order to fill the position of the Lab and Compliance Manager and both positions were filled in-house. Mr. Martin introduced Kim Armentrout as the new Compliance Manager and Chris Kelly as the new Lab Manager. They have both been acting in their respective roles since Wendy Eikenberry resigned.

Board members congratulated and welcomed Kim and Chris into their new roles.

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PROGRESS REPORT

Mr. Martin informed the Board Visu-Sewer will begin the sewer lining rehabilitation project next month starting on Wayne Avenue in Stuarts Draft.

There were no questions or discussion by Board members regarding the Progress Report.

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COMMITTEE APPOINTMENTS

Committee appointments for FY-2023 are as follows:

Executive Committee: Andrew C. Middleton, Chairman
Garry R. Gordon, Vice Chairman

Finance and Audit Committee: Garry Gordon, Chairman
Harvey Almarode
Andrew C. Middleton, Ex-Officio

Personnel Committee: Timothy Simmons, Chairman
Matthew Egeli
Andrew C. Middleton, Ex-Officio

Land and Water Committee: Michael S. Shull, Chairman
Allen Dahl
Andrew C. Middleton, Ex-Officio

Legal Committee: Matthew Egeli, Chairman

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Harvey Almarode
Andrew C. Middleton, Ex-Officio

Broadband Committee:
(Temporary)

Harvey Almarode, Chairman
Timothy Simmons
Andrew C. Middleton, Ex-Officio

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EXCELLENCE AWARDS

Mr. Martin stated the Service Authority developed the Excellence Awards program in 2018. These honors are awarded twice a year covering multiple categories and include a monetary award, recognition to this Board, and inclusion in the ACSA bi-monthly newsletter. For the first half of 2022, many nominations were received and departmental Directors selected the recipients.

Outstanding Customer Service: Tony Truslow was nominated by Jerry Martin. Mr. Hutchinson, a regular customer at the Landfill, mentioned his wife of 57 years had recently passed away. He told Jerry one of the things she most enjoyed was coming to the Landfill and watching all of the activity. Mr. Hutchinson went on to say his wife always took a special liking to Tony Truslow because he was always so very friendly and helpful to her. Taking the time to share a kind word and a helpful attitude are the epitome of customer service.

Outstanding Effort: Josh Cash was nominated by Tim Castillo. Ms. Terry Leonard sent in a personal note recognizing the great job ACSA employees did with the upgrade to the Old Greenville Road Sewer Pump Station. Ms. Leonard lives next door to the station and mentioned Josh was her main contact during the project. She noted he was polite and considerate, and consulted with her regarding any issues affecting her property. She also said she really appreciated Josh keeping her informed of any issues during construction.

Innovation/Cost Savings: Timmy Campbell was nominated by Tim Castillo. In February 2022, the Greenville WWTP experienced a severe filamentous bacterial growth in the aeration process causing difficulty in sludge settling. The normal control method for removal of filamentous bacteria is dosing with chlorine. The critical issue is getting the correct dosage to kill the filamentous bacteria without causing dramatic harm to other productive biologic populations. With the existing plant configuration, there was no method to properly dose the Return Activated Sludge (RAS) stream. Timmy Campbell, along with Mark Fields, who is no longer employed by ACSA, constructed chlorine tablet dosing buckets to be placed under the RAS stream as it discharged back to the aeration basins. They used two perforated five-gallon plastic buckets and stainless-steel cable to hang under the RAS discharge creating an inexpensive dosing chamber for the RAS stream. Within a month's time the filamentous problem was under control and dramatically improved the settling of the mixed liquor, resulting in improved biological health of the plant.

Can-Do Attitude: Kimberly Armentrout was nominated by Tim Castillo. During the period in which Wendy Eikenberry was working remotely, Kimberly assumed responsibility of the processes for making sure all septic waste received at the Middle River WWTP and Stuarts

Draft WWTP was properly recorded. She also made sure it was billed accordingly to the various haulers depositing waste at these two septic-receiving facilities. She did this in her always positive manner, making sure there was no loss of revenue to the Authority. What is extremely noticeable is Kimberly's positive attitude she exudes with all of her duties, not just taking on this additional task.

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EMERGENCY REQUEST BY BUCHANAN COUNTY PSA

Mr. Martin stated he received an email from Virginia Water and Wastewater Area Response Network (VA WARN) asking localities to assist Buchanan County PSA with replacing supplies damaged by recent flash flooding. VA WARN is comprised of utilities within Virginia which respond to and recover from emergencies by sharing resources with one another and are governed by a common mutual aid agreement. ACSA has been a member of VA WARN for approximately three years; however, Buchanan County PSA is not a member. A list of requested items was provided in the email. Jesse Roach and Chuck Butler reviewed the list and determined some items the Service Authority can spare without causing a shortage in supplies. Those items include mega lugs, which are a restraining piece for mechanical joint pipe, 200' of four-inch PVC pipe, two 8" aqua grip fittings, and five 8", two 6", seven 4" and eight 2" PVC pipe restraints. The value of these items is approximately \$5,000. Mr. Martin asked the Board to advise whether or not the Service Authority should move forward in assisting Buchanan County PSA with the request.

Jesse Roach, Director of Field Operations, stated there are no plans to replace the aforementioned items the Service Authority is willing to supply to Buchanan County PSA. They are extra materials and are no longer needed.

Mr. Egeli asked, if the Service Authority experienced a disaster, how the situation would be different from Buchanan County PSA's, since the Service Authority is a member of VA WARN.

Mr. Martin stated the process for receiving supplies and aid would be more streamlined because the mutual aid agreement is already in place.

Mr. Almarode asked if the mutual aid agreement is a reimbursement agreement.

Mr. Martin stated the VA WARN agreement allows for either a reimbursement or a payment for supplies or services given. If equipment or manpower is sent to assist with the situation, a cash reimbursement would be given.

Mr. Dahl asked if Buchanan County PSA was asking for manpower from other localities.

Mr. Martin stated they are only asking for supplies.

Mr. Dahl asked for a value of all the supplies Buchanan County PSA needs.

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Mr. Martin stated, based on the list of supplies provided by Buchanan County PSA, he would estimate the value to be approximately \$500,000.

After further discussion, Mr. Simmons moved, seconded by Mr. Dahl, to give Mr. Martin authority to donate supplies to Buchanan County PSA in an amount not to exceed \$10,000. Mr. Martin is also given authority to use Service Authority vehicles to transport donated supplies and to allow Service Authority personnel to render aid as needed.

Vote was as follows:

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

Motion approved.

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CLOSED SESSION

Mr. Gordon moved, seconded by Mr. Almarode to convene in closed session pursuant to Virginia Code §2.2-3711(A)(1), to discuss personnel matters regarding performance review and evaluation.

Vote was as follows:

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

Motion approved.

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

Vote was as follows:

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

Motion approved.

Board members were requested to certify only matters pursuant to Virginia Code §2.2-3711(A)(1) were discussed. Members certifying were Middleton, Gordon, Almarode, Dahl, Egeli, and Simmons.

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Mr. Simmons moved, seconded by Mr. Egeli to accept the FY2023 performance goals and compensation for the Executive Director as introduced to each of the Board members in Closed Session.

Vote was as follows:

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

Motion approved.

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BOARD COMMENTS

Mr. Almarode stated he was pleased with all the Excellence Awards employees received.

Mr. Simmons thanked the Board members for all they do and for being a cooperative Board to work with.

Mr. Egeli thanked Mr. Martin for all he does for the Service Authority.

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Mr. Gordon moved, seconded by Mr. Dahl to adjourn the meeting at 2:15 p.m.

Vote was as follows:

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

Motion approved.

Board Secretary

Chairman