

Maury Service Authority

Minutes of the Board Meeting

Tuesday March 28, 2017

The regular monthly meeting of the Maury Service Authority Board of Directors was held in the board room of the Water Treatment Plant. In attendance were Chairman Capt. Ned Riester, Board members Mr. John Higgins; Mr. George Graves; Mr. Jimmy Carter; and Mr. J.D. Goad. Also in attendance was Jerry Higgins, MSA Ex. Director; Mrs. Melissa Alexander, Rockbridge Co. PSA Ex. Director; Mr. Noah Simon, Lexington City Manager; Mr. Mike Kennedy, Public Works Director, City of Lexington; Mr. Jordan Combs P.E.; Mrs. Christina Shea, MSA Administrative Secretary.

Regular Monthly Board Meeting

Vice-chairman John Higgins called the meeting to order at 5:00pm.

1. Approval of Minutes: Mr. Jimmy Carter made the motion to approve the minutes of the February 28 Board Meeting. Mr. Graves seconded the motion. The motion passed.
2. Financial Report: Jerry Higgins pointed out that the Agenda Package includes the Bank Accounts Balance Sheet and the I&I Revenue Sharing Program balance. All in attendance were provided with a copy of the monthly water and wastewater budget evaluations. Jerry proceeded to review the numbers in the budget evaluations. He noted that on the water side it now appears that MSA will take in approximately \$43,954 less than was budgeted for revenues. The budget evaluation also shows that we will spend approximately \$140,410 less than was budgeted. For wastewater the trend shows that MSA will take in approximately \$169,120 more than was budgeted and will spend approximately \$10,516 less than was budgeted.

Jerry pointed out that VRS is authorized to withdraw from our bank account the monthly fee of approximately \$9,100. They mistakenly withdrew approximately \$91,000 from the account! The difference of \$82,000 has been paid back to MSA.

3. Water Plant Production and Operation: the Board package includes a water plant report from Roger DeBerry, Water Plant Supt.. In addition Jerry pointed out that the water plant was running smoothly.
4. Wastewater Plant Operation: Rick Allen, Wastewater Plant Supt. has been keeping Jerry up-to-date on plant operations and maintenance.
Work continues on the influent pump station on Old Buena Vista Rd..

Jerry discussed the source of the odor problem at the wastewater plant due to too much solids accumulating in digester no. 1. That problem has been resolved by bringing in a contractor to “press” and haul the dried solids to the landfill. He presented Task Order #2 for William Johnson PC Engineers to help Jerry come up with an improved O&M Manual for the digester operation and general solids handling. The cost associated with TO#2 is \$12,000.

Mr. Graves pointed out that there was already an O&M Manual, why wasn't the manual being used. Considerable discussion ensued. The Board made it clear that once this new manual is completed it will have to be followed. Jerry indicated that it may take a year to complete this task. The Board instructed Jerry to determine whose responsibility it was to follow the O&M Manual and find out why it wasn't followed. Mr. Carter made the motion to approve the TO#2 seconded by Mr. Goad. The motion passed.

Jerry notified the Board that Gary Lewis (WWTP Operator) is on sick leave and will not be back to work until at least 1 July. Gary has worked for the wastewater plant for almost 41 years. The wastewater staff is already at minimal staffing. They are now starting to suffer from his absence. He requested that the Board authorize him to hire a part-time employee. The Board authorized Jerry to hire the part-time employee.

5. Rockbridge County PSA Issues: Melissa noted that the PSA is presently assisting the Authority with personnel and equipment to install a valve on the water supply line to the wastewater plant. The valve is to be strategically placed so that we can at least determine if the existing leak is on the wastewater plant property or is it on the right-of-way between the pump station and the plant. We have not been able to find the leak as of yet. Jerry thanked the PSA for the quick offer of support.
6. City of Lexington Issues: None
7. Unfinished Business:
 - A. Action Items: Jerry reviewed the action items list and said that there has been no further progress on the participation agreement so we will not be able to meet the deadline for the spring bond funding with VRA. We look forward to the possibility of being ready for the fall bond funding for the Houston St. Waterline project.

8. New Business

Jerry requested that the Board appoint two members to a committee to work with him to make recommendations for health insurance and salaries. Mr. Graves asked whether or not we should align MSA with what the City and County are doing on these two issues. Chairman Riester appointed Mr. Goad and Mr. Higgins to work with Jerry and bring recommendations back to the Board.

9. Other Business: Public Comment Session – None

10. Closed Session: Mr. Jimmy Carter made the motion to go into a closed session for the protection of privacy of individuals in personal matters related to public business. Mr. Goad seconded the motion. The chairman declared the meeting now in a closed session.

At the completion of discussion during the closed session the Chairman asked for a motion to end the Closed Session. Mr. Carter made the motion to end the Closed Session and Mr. John Higgins seconded the motion. The vote to end the Closed Session was unanimous.

The Chairman asked for a motion to certify the Closed Session. Mr. John Higgins made the motion to certify and Mr. Graves seconded the motion. Jerry called the role: Capt. Riester, Aye; Mr. Higgins, Aye; Mr. Graves, Aye; Mr. Goad, Aye; and Mr. Carter, Aye.

11. Next MSA Board meeting: April 25, 2017

12. Meeting adjourned 5:50pm.

Chairman

Executive Director