

Maury Service Authority

Minutes of the Board Meeting

Tuesday August 28, 2018

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. Jimmy Carter; Mr. George Graves, and Mr. J.D. Goad. Also in attendance was L. Jordan Combs, MSA Executive Director; Mr. Jeff Martone, Lexington Public Works Director; Mrs. Melissa Alexander, PSA Executive Director; Mr. Noah Simon, Lexington Town Manager; Mrs. Sandra Stewart, Rockbridge Area Conservation Council; Ms. Kit Huffman, Report for News Gazette; Mr. Chuck Smith, Lexington City Council; Mrs. Christina Shea, MSA Administrative Secretary; Mr. Charles Aligood, Citizen of the City of Lexington, VA; and Mr. William P. Johnson II PE, Engineer.

Regular Monthly Board Meeting:

1. Approval of Minutes: July 2018 Regular Monthly Board Meeting

Mr. Goad made the motion to approve the minutes for the May 2018 Regular Monthly Board Meeting and Mr. Graves seconded. Motion Passed pending addition of discussion concerning potential sale of Ed Camden property located on the corner of Osage Lane and Route 60.

2. Financial Report – L. Jordan Combs

The financial report handed out included reports for the months of July. Mr. Combs pointed out that the Agenda Package includes the Bank Accounts Balance Sheet and the I&I Revenue Sharing Program balance as well as two reports each for water and wastewater that were gleaned from the QuickBooks software now that most of the data has been inputted. That includes the general Profit & Loss report and the Expenses by Vendor Detail report. He provided attendees with the usual budget evaluations.

3. Water Plant Production and Operation

a. Houston Street Flow Meter

Mr. Combs reported the Houston Street Flow Meter was damaged and replaced during the month of August, therefore the water usage used through the flow meter was estimated based on historical data. This was discussed with both customers and neither customer objected to the water usage estimation.

b. Water Treatment Lagoon Pump Out

The Lagoon at the Water Treatment Plant needs to have the sediment pumped out. Mr. Combs indicated the MSA is soliciting proposal from several small contractors to have this worked completed prior to cold weather setting in.

4. Wastewater Plant Treatment and Operation

a. 12" Flume Ultrasonic sensor

The 12" Flume ultrasonic sensor (used to measure wastewater received from the City of Lexington) malfunctioned during the month of August. A temporary sensor was installed, and new sensor has been ordered for replacement.

b. Influent Pumping Station Ductwork Repair

Mr. Combs reported the Wastewater Treatment Plant Influent Pumping Station ductwork replacement project has been successfully completed. This ductwork is an important part of providing a safe work environment and an important part of the Odor Control System.

c. Blower Failure and Replacement

One of the three digested sludge aeration blowers caught on fire and was a complete loss. Mr. Combs reported no one was hurt or injured because of this incident and the cause is still unknown. VML (insurance company) has been contacted and a second visit with VML is scheduled this week. The intent of the second meeting is to attempt to find the origin of the fire. VML has indicated that pending the meeting and investigation, VML believes the blower replacement will be covered under MSA's insurance plan.

d. Devils Backbone Brewery Coordination

Mr. Combs updated the Board on the coordination with the PSA and the Devils Backbone Brewery. The Devils Backbone Brewery is working on completing an updated Application for Discharge Permit in accordance with the MSA's Rules and Regulations of Wastewater Users.

There was not any none beer discharges in August but the Devils Backbone did have to empty their stormwater management pond into the collection system to be treated by MSA facilities. The Devils Backbone is working with the VA DEQ concerning their stormwater systems. The MSA and PSA are supporting the Devils Backbone by accepting the flow from the stormwater management pond in the interim while the Devils Backbone is working through the VA DEQ requirements. The Devils Backbone, PSA, and MSA have agreed that excepting flow from the pond is not expected to be a long-term or permanent solution.

e. Existing Control Panel Failure in IPS

The MSA has contracted with Allen Yoho Electric (AYE), an electrical and controls contractor, to investigate and conduct modifications to the controls in Influent Pumping Station (IPS) for the Wastewater Treatment Plant. The MSA also contracted with William P. Johnson II PE PC (WPJ2PEPC) for engineering and Owner's Rep. services for support of the IPS controls investigations and modifications. The influent pump controls modifications have been completed but the migration of the controls for the remaining equipment and instrumentation in the IPS has not been completed. The planning phase for the remaining IPS controls work had just begun.

Mr. Combs indicated the existing control panel of the IPS failed and all communication and controls associated with the existing control panel were lost and not recoverable. Because a new influent pump control panel and the new programming work was completed around March, the influent pump operation and performance were not hindered by the existing control panel failure. The MSA will continue to work with AYE and WPJ2PEPC to complete the migration of the controls from the failed control panel to the new control panel.

5. Rockbridge County PSA – Mrs. Alexander

None

6. City of Lexington – Mr. Martone

Mr. Simon requested more information be supplemented to future agendas for better clarity and understanding of the agenda items due to the technical nature of the industry and some customers unfamiliarity of the MSA treatment facilities. Mr. Graves agreed that supplemental information to the agenda would be helpful. During the discussion the Board indicated they have been well informed of the treatment facility operations and the condition of the facilities. The Board suggested providing a supplemental page with brief explanation(s) as deemed appropriate by Mr. Combs to help attendees of the meeting have more information. Mr. Combs indicated that he would provide the supplemental information as directed by the Board.

7. Unfinished Business:

a. Water Treatment Plant Debt Analysis by Davenport

The draft report has been completed and currently under review.

b. RANA installation of Fiber to the Water Treatment Plant

RANA is working with VDOT on plans for crossing Rt. 60 to bring fiber along Osage Ln. to the WTP Facility.

c. SCADA Upgrade RFP Update

The MSA received 7 proposals in response to the Supervisory Control And Data Acquisition (SCADA) Upgrade Request for Proposals for the upgrade of the SCADA system at the WWTP and an update of the SCADA system. The MSA has formed a committee and is currently reviewing the proposals.

8. New Business:

a. New hires for Recent Position Vacancies

Two positions at the WWTP have become vacant. Mr. Combs indicated the MSA is moving forward with filling of the two vacancies. The Board discussed the aged work force of the MSA and how to be better prepared in the future to anticipate employee departures.

Mr. Combs discussed the importance of training the employees and the technical requirements of personnel for sustainably providing clean water for the public health, safety, and general welfare for the community the MSA serves.

9. Other Business – Public Comment Session

None

10. Closed Session: Chapter 2.2-3711 Code of Virginia Paragraph:

Mr. Goad made a motion to go to close session due to the following reasons:

- performance evaluation, job assignments or salaries of specific officers, appointees or employees.*
- demotion, discipline or resignation of specific officers, appointees or employees.*
- other specific personnel matter [Personal health matters of employees].*

Mr. Carter second the motion. The motion was passed at 5:47 pm and the closed session started after a short break.

Mr. Goad made a motion to exit from close session and second by Mr. Carter. The motion was passed.

Mr. Goad moved that the Board certify that, in the closed meeting just concluded, to the best of each member's knowledge, nothing was heard, discussed or considered except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed as exempt from open meeting requirements under the provisions of the Virginia Freedom of Information Act cited in that motion. Mr. Higgins seconded the motion.

Roll Call Vote was Taken:

AYES: Mr. Graves, Mr. Higgins, Mr. Goad, Mr. Carter, Capt. Riester

NAYES: None

ABSENT: None

11. Next Board Meeting: *Tuesday September 25, 2018 at 5:00 P.M.*

12. Meeting Adjourned at *6:36 pm.*

Chairman

Executive Director