

**Maury Service Authority**  
**Minutes of the Board Meeting**  
**Tuesday September 25, 2018**

**This is a Draft Document**

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; and Mr. George Graves. Also, in attendance

was L. Jordan Combs, MSA Executive Director; Mr. Jeff Martone, Lexington Public Works Director;

Mrs. Melissa Alexander, PSA Executive Director; Mrs. Sandra Stewart, Rockbridge Area Conservation Council; Mr. Chuck Smith, Lexington City Counselman; Mrs. Christina Shea, MSA Administrative Secretary; Mr. Charles Alligood, Citizen of the City of Lexington, VA; and Mr. William P. Johnson II PE, Engineer.

Regular Board Meeting:

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

*Mr. Graves made the motion to approve the minutes for the May 2018 Regular Monthly Board Meeting and Mr. Carter seconded. Motion Passed.*

2. Financial Report

*The financial report handed out included reports for the month of August. 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 Account Detail report. He provided attendees with the usual budget evaluations. Mr. Combs clarified a credit card charge which was for safety equipment for the water treatment plant. Mr. Combs expects to be reimbursed \$2,000 of the equipment purchase though a grant provided by VML.*

3. Water Plant Production and Operation

a. Lagoon Pump Out Update

*Mr. Combs reported receiving several quotes to pump the solids out of the lagoon. It is anticipated to pump out the lagoon by the end of November.*

b. Raw Water Pumping Station Valve Replacement

*Mr. Combs reported both the isolation valves located in the raw water pumping station do not seal closed and are leaking water to the exterior. Both valves need to be replaced. The Water Treatment Plant (WTP) staff has been in contact with the pump manufacturer representative concerning the valve replacement.*

c. Raw Water Pump Maintenance

*Mr. Combs reported the raw water pumps are leaking around the pump shaft. The WTP staff believes there is bad seal and bushing. The staff has been in*

*communication with the pump manufacturer to replace the seals and bushings.*

#### *d. Hurricane Florence Impact on Water Operations*

*The backup generator for the WTP and the Enfield Pumping Station backup generator were operated under operation load and the fuel tanks were filled prior to the hurricane. Mr. Combs met with the Director of Public Works with the City and the Fire Department Chief at the WTP to discuss preparations for the hurricane. Mr. Combs explained there is no backup generator for the Raw Water Pumping Station. The MSA has a portable pump that has about ¼ of the pumping capacity of the Raw Water Pumping Station that can be deployed if the pumping station loses power. Also, the MSA can coordinate with the Lexington Fire Department to have a fire truck supplement the portable pump if required. Mr. Combs explained if there is flooding at the pumping station then the MSA will not be able to deploy backup pumping capabilities. Because of this vulnerability Mr. Combs communicated with both the City of Lexington and the Rockbridge County PSA to release a water conservation statement to their customers incase there was flooding and the loss of power at the pumping station. In addition to the stated preparations the WTP went to a 24-hour operation to keep all the water storage tanks full in anticipation of loosing pumping capabilities from the Raw Water Pumping Station.*

*Mr. Combs informed the board if power is lost to the WTP the power must be manually transferred from utility power to backup generator power. This this process takes time and includes many steps. Also, when utility power is regained then the power must be manually transferred from generator power to utility power. The board discussed these vulnerabilities and requested backup power at the raw water pumping station and providing automatic transfer capabilities to the WTP backup generator/power system be included in future review of improvements to the facilities. The board requests to have these types of sustainability facility improvements be budgeted in the incoming years.*

#### *4. Wastewater Plant Treatment and Operation*

##### *a. 12" Flume Ultrasonic Sensor Update*

*The Ultrasonic Sensor for the 12" flume that reads the flow received from the City of Lexington has been replaced and calibrated.*

##### *b. Blower Failure and Replacement Update*

*Mr. Combs reported the insurance is expected to cover the cost of the blower and the associated costs for the installation. The MSA has been in communication with the blower manufacturer and anticipates having an agreement for the purchase of the new blower. The MSA is also communicating with different contractors for the installation services.*

*Councilman Smith asked if the cause of the fire that destroyed the blower was identified. Mr. Combs stated the cause and origin investigator for the insurance company did not find the ignition of the fire. The investigation was thorough and time consuming. Due the amount of damage it was difficult to pinpoint the ignition source for the fire.*

##### *c. Hurricane Florence Impact on Wastewater Operations*

*The Wastewater Treatment Plant (WWTP) personnel filled fuel tanks for the Influent Pumping Station (IPS) generator and the WWTP generator. The plant also modified operations of the solids handling portion of the WWTP to better manage the potential increase of flow due the Inflow and Infiltration (I&I) in the collection systems.*

**d. Influent Pumps' Impellor Modifications**

*The week before the hurricane was anticipated to make landfall, two of the Influent Pumps were taken out of service due to an issue with the impellers. The wear rings are pressed on and fell off the impellers. This did not appear to cause any noticeable damage to the pumps because the operators were able to react quickly and remove them from service. The impellers and wear rings were modified and returned to the WWTP days before the Hurricane made landfall. Due to the understaffing of the facilities Mr. Combs and the WWTP Superintendent spent the day helping to install the impellers on the pumps to make sure all for pumps were available in the potential high flow events.*

*Mr. Combs indicated the MSA is in contact with the pump manufacturer to have inspections of the influent pumps and perform preventative maintenance services in the near future.*

**5. Rockbridge County PSA – Mrs. Alexander**

*None*

**6. City of Lexington – Mr. Martone**

*Mr. Martone indicated the City of Lexington believes they have received an invoice from Atlantic Pump that was intended for the MSA. Mr. Martone will coordinate with Mr. Combs concerning this subject.*

**7. Unfinished Business:**

**a. Water Treatment Plant Debt Analysis by Davenport**

*Mr. Combs intends to have Davenport present their report in the October Regular Board Meeting.*

**b. Better Internet Options**

*Mr. Combs indicated the MSA is in communication with Comcast, RANA, and BARC to provide better internet to the MSA Facilities. The current internet service is so slow that it is hindering the daily operations of facilities.*

**c. SCADA Upgrade RFP Update**

*Mr. Combs and the MSA review committee is reviewing the proposals received.*

**d. New Employee Hiring Update**

*MSA submitted ads for a Maintenance Lead position and a Solids Manager position at the WWTP. Mr. Combs reported the MSA has received potential candidates for both positions.*

*Mr. Combs reported maintenance personnel have to fill in for the operations personnel due to the understaffing for both facilities. The board requested to have a work session prior to the next Regular Board Meeting to discuss the current and future organizational chart of the MSA. Mr. Combs is to coordinate with the Board Members on a meeting date and time.*

*Mr. Combs reported the MSA is implementing an internal Young Professional*

*Training with the inexperienced WWTP staff monthly. Mr. Combs also has several WWTP personnel scheduled to take a technical and math course and intends to participate in the class with the employees to support the successful training and education of the employees.*

**e. PSA Rt. 60 Pumping Station Update**

*The PSA intends to have complete design drawings and bid the project in the Month of October. The pumping station will pump wastewater received from PSA customers on the East end of Lexington to the IPS. Currently these PSA customers discharge into the City's system and the PSA and City work out transaction for billing. This pumping station will also be designed with expected growth in the County headed East on Rt. 60. Mr. Combs stated the engineer and the PSA have shared 60% design drawings with the MSA yesterday.*

**f. 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 were no known beer discharges in September, but the Devils Backbone did have to empty their stormwater management pond into the collection system to be treated by MSA facilities in preparation of heavy rains from the Hurricane. The MSA and PSA are continuing to support 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.*

**g. Heliotrope Brewery Update**

*The MSA has not received a completed discharge application from Heliotrope Brewery.*

**8. New Business:**

**a. Animal Damage to Influent Pumping Station Siding**

*The IPS has significant animal damage to the siding. There are also pest control issues at the WWTP facilities. Mr. Combs is reaching out to pest control companies.*

**b. DEQ's Proposed freshwater Ammonia-Nitrogen Regulation**

*The DEQ is proposing new Ammonia-Nitrogen limits and the change to the regulations is out for public comments. Mr. Combs provided an email and an example letter provided by VAMWA. Mr. Combs requested the board make a motion for Mr. Combs to provide comment to the DEQ on behalf of the MSA using the example letter as a guide. The board discussed the potential impacts of the new regulations at length.*

*Mr. Higgins made a motion for Mr. Combs to provide comment to the DEQ on behalf of the MSA using the example letter provided by VAMWA as a guide. Mr. Carter second. The motion passed three Ayes to one Naye.*

**c. DEQ's Modifications to Chlorophyll-A Study**

*Mr. Combs indicated the DEQ will potentially end the study short and go to public session this winter almost a year earlier than originally understood. Mr. Combs just wanted to make the board aware of the issue and intends to keep the board educated on the subject.*

**9. Other Business – Public Comment Session**

*Councilman Smith asked if the MSA had noticed a reduction in I&I received from the City. Mr. Combs indicated he did not have flow numbers at the meeting, but he is sure the MSA has not noticed any significant reduction in I&I. Mr. Combs indicated during rain events the WWTP is dramatically impacted by the significant increase in flows received due to I&I in the collection systems.*

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

*Mr. Higgins made a motion to go to closed 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 6:34 pm.*

*Mr. Carter made a motion to exit from closed session and second by Mr. Graves. The motion was passed.*

*Mr. Higgins 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 second the motion.*

*Roll Call Vote was Taken:*

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

*NAYES: None*

*ABSENT: Mr. Goad*

**11. Next Board Meeting: Tuesday October 23, 2018 at 5:00 P.M.**

**12. Meeting Adjourned at 7:36 pm.**

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Chairman Executive Director