Service Authority
AMHERST COUNTY | VIRGINIA

AMHERST COUNTY SERVICE AUTHORITY BOARD
MEETING MINUTES

AGENDA

August 3, 2021

Administration Building - 153 Washington Street - Public Meeting Room
Amherst, Virginia 24521
1:30 p.m.

I. Call to Order

II. Citizen Comment

III. Approval of Agenda

IV. Approval of Minutes

A. ACSA Board Meeting – June 1, 2021

V. Monthly Financial Report

A. May 2021 Financial Report

B. June 2021 Financial Report

VI. Old Business

A. Executive Director's Report

VII. New Business

A. July 1 Derecho at Central VA Training Center

B. Central VA Training Center Water & Sanitary Sewer Infrastructure

C. Miscellaneous ACSA Matters

VIII. Citizen Comment

IX. Matters from the Members of the Service Authority Board

X. Adjournment

MINUTES

At a regular meeting of the Amherst County Service Authority Board, held at the Amherst County Administration Building on Tuesday, the 3rd day of August, 2021, at 1:30 p.m., the following members were present:

SERVICE AUTHORITY (ACSA) BOARD:

PRESENT: Tom Martin, Board Vice Chair
Jennifer Moore, Board Member
Wesley Woods, Board member
Turner Perrow, Board member

ABSENT: David Pugh, Jr., Board Chair

STAFF: Robert A. Hopkins, PE, Executive Director/Board Secretary
Mike Lockaby, Amherst County Attorney
Regina M. Rice, Executive Assistant/Clerk to Boards

I. Call to Order

Board Vice Chair Martin called the meeting to order at 1:30 p.m.

II. Citizen Comment

Board Vice Chair Martin noted that no one in the audience wanted to comment and closed this agenda section.

III. Approval of Agenda

By motion of Board member Moore and with the following vote, the ACSA Board approved the agenda for August 3, 2021:

AYE:	Mr. Martin, Ms. Moore, Mr. Woods, Mr. Perrow
NAY:	None
ABSENT:	Mr. Pugh
ABSTAIN:	None

IV. Approval of Minutes

By motion of Board member Perrow and with the following vote, the Board voted to approve the minutes of the June 1, 2021 ACSA Board meeting:

AYE:	Mr. Martin, Ms. Moore, Mr. Woods, Mr. Perrow
NAY:	None
ABSENT:	Mr. Pugh
ABSTAIN:	None

V. Monthly Financial Report:

Before starting the financial reports, Executive Director Hopkins reported to the Board that the wife of Hurt & Proffitt's ACSA Contract Manager, Mike Wilson, PE, had died the previous Thursday from COVID-19. He also reported that long-time Amherst County engineer/surveyor and owner of James C. May Surveying, Inc., Jim May, had died over the previous weekend; Hopkins got that news from County Purchasing Office David Proffitt, who said he saw the obituary in the Sunday News & Advance newspaper.

A. May, 2021 Compared to May, 2020

Executive Director Hopkins reported that ACSA continues to slow from the fast start in January, February, and March, but had a big May, partly due to the last VDOT reimbursement for the Woodys Lake Rd water and sewer relocations, and is still going strong in 2021. Water sales, water and wastewater combined sales, water revenues (even without the VDOT reimbursement, which is not really revenue, but must be reported that way in ACSA's financial software), and total revenues (even without the reimbursement) were double digit percent positive vs. the same period thru 2020. Wastewater sales were over 4% better than 2020, and wastewater revenues were 3.62% ahead if a 2020 contractor reimbursement for overpayment of project costs is not included (it was not revenue). Water and wastewater sales and revenues are expected to increase with warmer spring and summer weather and planned development projects.

New water service connections 5 months into 2021 are ahead of 2020 and the 5-year annual average. New sewer service connections are not doing as well, but revenue from both water and sewer connections will go up over the next few months. W4 Car Wash will pay $57,950 in availability fees in June and $4,000 in connection fees in July. Part of the W. Vail Court tap fees ($11,400) for 10 new sewer connections will also be paid in July. The new County transfer station should be scheduled soon and will bring in $19,325 for the water main extension and $41,090 in water service connection fees.

ACSA also received additional revenue ($1,124.54) from the State Debt Setoff Program to defray uncollectable unpaid utility account balances.

Hopkins also referred to the 2021 Monthly Financial Report charts, pointing out that May revenues were well above what was projected coming in to 2021, much due to the VDOT reimbursement, and 2021 cumulative revenues are $262,620 ahead of projections.

Compared to the same period in 2020:

1. Water

   a. Revenues:

Sales (top line & boxed area of Section I.A)	+ $187,912.28 (+16.14%)
Total revenues	+ $447,653.08 (+34.19%)
Without VDOT reimbursement	+ $180,392.33 (+13.78%)

   b. Connections: - $ 5,961.00 (- 6.86%)

   In 2021, 17 new service connections:

   48.6% of 2020 total (35)
   60.3% of 5 year annual average (28.2)
   26.2% of pre-recession annual average (65)

2. Wastewater

   a. Revenues:

Sales (top line & boxed are of Section I.B)	+ $14,631.59 (+4.38%)
Total revenues	- $ 776.68 (-0.21%)
Without 2020 Prism reimbursement	+ $12,880.52 (+3.62%)

b. Connections: $0.00 (-0.00%)

In 2021, 3 new service connection:

18.8% of 2020 total (16)
27.8% of 5 year annual average (10.8)
20.0% of pre-recession annual average (15)

3. Water and Wastewater

a. Sales:	+ $202,543.87 (+13.52%)
b. Revenues:	+ $446,876.40 (+26.61%)
Without VDOT reimbursement	+ $179,615.65 (+10.70%)
c. Total Revenues:	+ $447,241.40 (+26.38%)
Without VDOT reimbursement	+ $179,980.65 (+10.62%)

There were no Board member comments.

B. June, 2021 Compared to June, 2020

Executive Director Hopkins reported that ACSA continued its strong 2021 financial year in June. Water sales, water and wastewater combined sales, water revenues (even without the VDOT reimbursement), and total revenues (even without the VDOT reimbursement) were double digit percent positive vs. the same period thru 2020. Wastewater sales continued more than 4% better than 2020, and wastewater revenues were 8.17% ahead of 2020; 11.73% if a 2020 contractor reimbursement for overpayment of project costs is not included (it was not revenue and was not repeated in 2021, so it is not comparable). Water and wastewater sales and revenues are expected to increase with warmer summer weather and known planned residential and commercial projects.

New water service connections six months into 2021 are ahead of 2020 and the five-year annual average. New sewer service connections are not doing as well, but revenue from both water and sewer connections will go up over the next few months. W4 Car Wash will pay $4,000 in connection fees in July. Part of the W. Vail Court tap fees ($11,400) for 10 new sewer connections will also be paid in July. The new County transfer station should be scheduled soon and will bring in $19,325 for the water main extension and $41,090 in water service connection fees.

ACSA also received additional revenue ($948.51) from the State Debt Setoff Program to defray uncollectable unpaid utility account balances, bringing total 2021 revenue from that program to $11,200.31, all in April, May, and June.

Hopkins also referred to the 2021 Monthly Financial Report charts, pointing out that June revenues were almost exactly (+$1,305) what was projected coming in to 2021, and 2021 cumulative revenues are $263,925 ahead of projections.

1. Water

a. Revenues:

Sales (top line & boxed area of Section I.A)	+ $198,563.12 (+13.64%)
Total revenues	+ $487,419.75 (+30.07%)
Without VDOT reimbursement	+ $220,159.00 (+13.58%)

b. Connections: + $ 21,719.00 (+22.63%)

In 2021, 20 new water service connections:

57.1% of 2020 total (35)
70.9% of 5 year annual average (28.2)
30.8% of pre-recession annual average (65)

2. Wastewater

a. Revenues:

Sales (top line & boxed are of Section I.B)	+ $18,252.21 (+ 4.69%)
Total revenues	+ $35,024.70 (+ 8.17%)
Without 2020 Prism reimbursement	+ $48,682.20 (+ 11.73%)

b. Connections: + $31,385.00 (+146.76%

In 2021, 3 new service connection:

18.8% of 2020 total (16)
27.8% of 5 year annual average (10.8)
20.0% of pre-recession annual average (15)

3. Water and Wastewater

a. Sales:	+ $216,815.33 (+11.75%)
b. Revenues:	+ $522,444.34 (+25.49%)
Without VDOT reimbursement	+ $255,183.59 (+12.45%)
c. Total Revenues:	+ $524,594.45 (+25.35%)
Without VDOT reimbursement	+ $257,333.70 (+12.44%)

Hopkins clarified for Board member Moore regarding the new Westie Apartments (the old Phelps Road School) that ACSA records apartment connection master meters as single connections, even while collecting availability fees for each apartment unit. At her request, he said he would report at the next meeting on ACSA revenues from the Westie Apartments to date.

Hopkins clarified for Board member Perrow that the Core & Main purchase in the June financial report ($21,842.72) is for replacement water meters; ACSA replaces meters when they reach 15 years of age, since they by that time they are slowing down, not recording properly, and costing ACSA revenue. He also asked about a May financial report expenditure ($4,791.91), which Hopkins said was for a fire protection vault double detector check valve

No other Board member commented.

VI. Old Business:

Executive Director Hopkins reported the following, verbally and/or by the report in the agenda packet:

A. ACSA Staff Report

1. James River Bank Stabilization Project

Hopkins referred to County Attorney Lockaby, who briefly reported on a very recent sewage force main break in Goochland County that overflowed over 300,000 gallons of raw sewage into James River. Hopkins said he will relay the information to the office of U. S Representative Ben Cline, from whom Hopkins is trying to get congressional earmark funding for the ACSA project.

Hopkins also reported:

- No change to severity of river bank erosion problem.
- Hopkins is waiting for a nationwide permit from Hurt & Proffitt (2021?).
- ACSA continues to stockpile construction project demolition debris for bank stabilization. Hopkins hoped to get an early start on the Colony Rd water main project, beginning sidewalk removal to add that demolition debris to the material for bank stabilization, but VDOT turned him down, saying he must wait until the plans are reviewed, approved, and permitted.
- H&P completed topographic surveying, a base sheet plan, and preliminary design of a proposed temporary repair; Hopkins is reviewing/commenting, and planning an autumn project.
- Hopkins has begun working with US Rep. Ben Cline's office staff on a requested earmark of budgeted money for the James River project; initial contact made and information provided, but little accomplished so far.

No Board member commented.

2. Water and Sewer Rehabilitation/Extension/Replacement & Other Projects

   - Woodvue Dr. Water Main Replacement

     * Phase 3 easements acquisitions have been resumed for planned 2021 construction; about 30% of property owners have replied positively to a preliminary request for easements for the water line.

   - Joint ACSA-County sanitary sewer extension program, Lakeside Dr.

     * ACSA has resumed easements acquisitions for 2021 construction; 50% done.

   - Sewage Lift/Pump Station Upgrades

     * Bid documents are being prepared for a new controls box at Lighthouse Lift Station.

   - VC Mobile Home Park:

     * Hopkins worked out the funding procedure with Delegate Walker's office and State Dept of Behavioral Health and Development Services. DBHDS wants to manage the project, draft and sign contracts, and pay bills; instead, the project will be done like ACSA Woodys Lake Rd water and sewer relocations with VDOT: ACSA will do all the work and send the invoices to DBHDS for reimbursement.
     * Hurt & Proffitt addressed Hopkins' construction drawings review Comments and submitted the plans to VDOT for review and approval.
     * Hopkins tried to get VDOT early approval, to start removing sidewalk for the river project, but VDOT said no. Hopkins hopes to get VDOT plan approval and permit by mid-August and start work.
     * Hopkins referred Board members to the project map in their packet, noting where the new water lines are planned. He said the $250,000 in State funding will not get all this work done; the plan is to go as far as funding allows, then tie in to the CVTC water system at that point, use it for now, and replace more CVTC water mains as ACSA has money. He said the western replacement will not only go to the trailer park, but will connect to the City water main to CVTC and the pump station for filling the elevated storage tanks. He hopes to get that done this year, with the replacement to the Lower Rapidan area. The rest will be done later.

Board Vice Chair Martin asked how far the $250,000 will go. Hopkins replied that the money will be spent on materials, with ACSA labor and equipment doing the work; this will make the money go much further. He noted that maintenance of trailer park water services is the main purpose of the project, but there are 2 others: inter-connection of the ACSA and City water systems and initiation of CVTC re-development. He noted that the existing CVTC water mains are 60 – 70 years old.

Board member Perrow asked about the layout in relation to the road system. Hopkins replied that he is working with the DBHDS project manager on identifying which campus roads will remain, or go, in the VDOT road system; this will help confirm the ultimate planned layout for the campus replacements.

Perrow suggested a straighter, shorter alignment thru the center of the existing buildings development. Hopkins noted that this portion of the project is preliminary planning being reported to the Board.

There was no other Board member comment.

- RiverEdge Park:

  * Operations Manager Micklem figured out how to maintain water service to the Park and ACSA customers connected to the City water supply line to CVTC (likely to be closed). ACSA will install a control valve on pipe just after those service connections and ACSA will continue purchasing City water for those services.

  There was no Board member comment.

- Graham Creek Reservoir Dam Improvements Project:

  * Hurt & Proffitt submitted design drawings to the Virginia Conservation & Recreation Dept. (DCR) for review and approval.
  * The reservoir Emergency Action Plan update was completed, signed by Hopkins and ACSA and County staff and sent to DCR.
  * H&P is preparing a proposal for topo survey of the land across Graham Creek from the emergency spillway for protecting that Graham Creek frontage from spillway flow erosion.

  There was no Board member comment.

- Berkshire Place Sanitary Sewer Extension:

  * Nothing new to report since last Board meeting.
  * Hopkins expects to soon resume easement acquisition polls of homeowners.

  There was no Board member comment.

- West Vail Court Sanitary Sewer Extension:

  * The developer approved and signed the ACSA-developer agreement for the sewer extension and paid $11,400 in partial tap fees, for engineering services. The agreement was signed and recorded by Hopkins.
  * The adjacent property owner (Violets View) approved a sanitary sewer extension to an existing ACSA sewer on their lot, if it does not impact their development. Hurt & Proffitt will survey to confirm design viability.

  There was no Board member comment.

3. EDA Business Friendliness Initiative

- Priority 1a Complete evaluation of water and sewer availability fees

  * ACSA's financial consultants are working on a 2021 Proforma study for 2022 rates and fees adjustments/budget preparation, for presentation at the 2021 Board meeting.

  There was no Board member comment.

- Priority 1b Publicize methods of calculating availability fees

  * Draft Resolution 2021-003 for proposed Code changes was approved by the Supervisors at their second June meeting. This completes Priority 1b, which will be removed from the Old Business staff report.

  There was no Board member comment.

- Priority 2 Major upgrade to communications efforts

  * Assistant Director Hall will develop a new ACSA web site, starting upon completion of the EPA Risk & Resiliency Assessment in July.

  There was no Board member comment.

- Priority 3 Policy regarding ACSA extensions of public utility lines

  * A County Code edit will be included in the autumn 2021 ordinance for 2022 rates/fees adjustments to address this.

  There was no Board member comment.

- Priority 4 Strategic plan for development and services initiatives

  * This will be developed with ACSA Board assistance as part of a 2022 Capital Improvements Plan for future ACSA annual budgets.

  There was no Board member comment.

- Priority 6 ACSA Water Office improvements

  * Hopkins and Hall are working with State officials on possibly relocating the Water Office to CVTC Building 10, with a lease of the north wings. All 5 Lower Rapidan Buildings were recently (5 years ago) renovated at a cost of over $37M, with $17M of the bond money for that work still owed. Building 10 is relatively close to the existing Water Office and Old Town Madison Heights, from which many ACSA customers come to pay their utility bills. It would be in the middle of and help kick off CVTC re-development. Bldg 10 seems to address all deficiencies at the current Water Office, including a circular drive, at one location very close to the building, which would facilitate installation of a drive-thru window.

    Hopkins proposed to the County Administrator a "Madison Heights Government Branch Office" using the rest of Building 10, for County Departments that need to expand, but have no room. It would be good for the County to have a branch office in the most populous and biggest commercial area of Amherst County.

  * An offered slide presentation was not requested. Hopkins offered to schedule a Board tour of the building, which was accepted.

  There was no other Board member comment.

4. COVID-19

- Municipal Utility Relief Program, Phase 2

  ACSA received $6,098.11 from the State; all of the money was applied. 16 applications for assistance were received; all received at least $100. Notices of amount applied and new account balance mailed to customers August 2.

  There was no Board member comment.

- Municipal Utility Relief Program, Phase 3

  VA Water and Wastewater Authorities Association emailed members 7/27 about an upcoming VA Dept. of Social Services program to help utility customers with unpaid account balances. ACSA completed a DSS survey, applied for $50,000 in funding for ACSA customers, and is waiting for a response. If forthcoming, ACSA administration will be similar to MURP Phases 1 and 2.

  Hopkins also reported hearing on a new funding plan from the Governor which will target water and sewer infrastructure improvements assistance, but the details show it to be targeting major urban areas (Hampton Roads, Richmond, and Lynchburg) and small utilities with a large disadvantaged population portion of their customer base, so ACSA would not be eligible.

  Board Vice Chair Martin recommended use of Mr. Lockaby's information about Goochland County to try to get money for ACSA's James River bank stabilization project; Hopkins said he would attempt to do so.

  There was no Board member comment.

- The Governor's pandemic emergency ended 6/30. With a required 60 day grace period, ACSA will resume late fees and service cutoffs for unpaid account balances 8/29. Notices were mailed 8/2 to appropriate ACSA customers, with a recommendation to make at least a partial payment on account balances and apply for an ACSA Installment Payment Plan to pay off unpaid account balances within a year with monthly payments. ACSA has 56 customers with account balances over $200 that have made no payments at all in 2021; they will be targeted for 8/30 service cutoffs.

  County Finance Director McBride addressed the Board with information that the State is looking at more customer account arrearage funding like 2020 and earlier in 2021, which might make it possible to avoid the late August service cutoffs for non-payments.

  There was no Board member comment.

VII. New Business

A. July 1 Derecho at Central Virginia Training Center

Hopkins reported that ACSA received a call from CVTC 7/1 about a tree falling on ACSA Sewer Meter Station #2. Executive Director Hopkins went to investigate and took photos, and went back later with ACSA Crew Chief TR Saunders. The tree destroyed the perimeter security fence and took down the power supply cable from the solar equipment pole. No other damage. The tree did not hit the control box and all other equipment is below ground. The equipment was still operating, using the battery power supply; the station did not stop recording and no data was lost. The ACSA crew cleared the tree off the station the next day. Assistant Director Hall rigged a temporary hookup of the control box to the solar power equipment to maintain operation. Hopkins arranged for site visits and quotes for security fence replacement, a new permanent power supply line to the solar equipment, and checking and re-calibration of the station equipment by the meter vendor. Work is underway, using budget money; no appropriation is required.

Board Vice Chair Martin asked if this is an insurance claim. Hopkins replied that, at the time this occurred, he was renewing ACSA's insurance policy with VACORP. He found that none of ACSA's pump stations and neither of the two meter stations at CVTC was covered for such damage, or lightning strikes, vandalism, etc. of surface equipment; however, with a $1,000 deductible, there was unlikely to be much of a claim. However, he had VACORP add all of the pump stations and both metering stations to the policy.

Martin commented on how close the tree came to hitting the controls box, which would have been a major cost to ACSA. Hopkins agreed, adding that the battery kept operating until Hall did the temporary hookup, so no flow data was lost.

There was no other Board member comment.

B. Central VA Training Center Water & Sewer Infrastructure

For many years, ACSA staff has informed the ACSA Board about problems with existing water and sewer infrastructure at the CVTC campus that mean ACSA does not want to accept any of it into the public system as part of campus re-development. The main water system piping ranges in age from 1951 (70 years old) to 1959 (62 years old). With historic service life of water line piping to be 80 years, and with ACSA not knowing the materials used or the expertise of the installers, and with the knowledge that the water system has had many problems in the past few years, it is likely that ACSA would have to initiate a very costly project to replace all the mains very soon, using its own revenues.

In fact, ACSA is planning to start that work, but with much of the funding being provided by the State. ACSA requested $100,000 State funding assistance to extend its Colony Rd water main to the CVTC campus entrance and tie in to the CVTC water system at that point to maintain water service to VC Mobile Home Park and five CVTC buildings in the Lower Rapidan area. Delegate Wendell Walker championed this cause and earlier this year, got a $250,000 budget amendment passed for the work. ACSA plans to use the additional $150,000 to start replacing the existing campus water mains to VCMHP and LR and avoid maintenance and repair issues with the existing piping. Hopkins recommends repeating this process with the rest of the piping, with it being replaced by the developer(s) during the campus re-development.

Sanitary sewer is a much bigger issue. The system is old and failing, with much stormwater inflow and groundwater infiltration into the piping, which adds significantly, particularly after heavy storms, to water going thru the CVTC sewer meters, billed by ACSA, and paid by CVTC. Assistant Director Hall, formerly CVTC Director, did much work to tighten the system and disconnect vacated buildings, but ACSA continues to bill CVTC for significant sewerage, even with almost all buildings and facilities no longer in use. The attached account history demonstrates the thousands of dollars CVTC pays every month for sanitary sewer services. ACSA does not want to take over sewer infrastructure in such poor condition; it must all be replaced as part of the upcoming campus re-development.

Board member Perrow asked about the condition of the two elevated water tanks. Hopkins responded that he does not know; the tanks do not belong to ACSA, so he has no authority to inspect them, though he could ask the State.

Perrow noted that the re-development may not require both tanks; Hopkins noted that he is already looking at the possibility of moving the smaller tank to Elon, where ACSA very much needs an elevated water storage tank. He said there are contractors who will disassemble a steel tank and re-assemble it at another location, at much less cost than erecting a new tank. Board Vice Chair Martin asked if the CVTC tank is the proper size. Hopkins said he did not know; a study would have to be done; but the smaller tank should work: there are not that many people in the Elon area. Martin asked about the cost; Hopkins guessed maybe $500,000. Martin asked that that be included in the Capital Improvements Plan.

Perrow and Martin agreed ACSA should never accept water or sewer infrastructure the age and condition of CVTC's into the ACSA systems. Martin encouraged Hopkins to work with the County Administrator to finalize the re-development preliminary plan, so water and sewer line replacements are worked into the plan.

There was no other Board member comment.

C. Miscellaneous Matters

1. New ACSA Water Treatment Operator

   With the departure of Dylan Byers a couple months ago, ACSA needed a new operators and advertised, interviewed, and hired W. Berkley Taylor, a retired US Marine Corps veteran as a Water Treatment Operator Apprentice. Taylor started work July 15 and has demonstrated the attitude ACSA needs in its staff. We expect he will be with us for a long time.

   There was no Board member comment.

2. ACSA Operator Apprentice Program

   Executive Director Hopkins continues to work on establishing an Apprentice Program for water and wastewater treatment operators at Amherst County High School, to give students not planning on college another career option. He is meeting with ACPS' Craig Maddux on 8/19 to discuss it. Assistant Director Hall has also followed up on Hopkins' previous research regarding an apprentice program publicized by the Virginia Rural Water Association.

   Board member Perrow led the Board in commending Hopkins for this effort.

3. RiverEdge Trail Phase 3A Extension – Non-Interference Agreement

   Executive Director Hopkins was informed in mid-July that the contractor had executed the $100,000 escrow agreement and forwarded the money to the County, to repair damage to ACSA sanitary sewer infrastructure caused by trail construction. He received and reviewed the inspection report by Hurt & Proffitt and signed and delivered the Non-Interference Agreement, with Exhibits A and B, to the County Purchasing Officer 7/28.

   There was no Board member comment.

4. Virginia Municipal Drinking Water Association

   ACSA has paid the dues and is now a member of this organization.

   There was no Board member comment.

5. Prices Store Water Tank Cell Tower Lease Agreement, Third Amendment

   Executive Director Hopkins reported in June on this amendment to extend the Lease, revise the monthly rent and 5 year rent escalators, and make other changes. It was ready to execute and the ACSA Board authorized Hopkins to proceed. He forwarded the agreement to New Cingular Wireless to sign, notarize, and return. When it came back, it had been changed by NCW. Hopkins contacted NCW and re-sent his approved draft and is waiting for it to be returned, for his execution and recordation.

   There was no Board member comment.

6. NRG Power Demand Response Program

   ACSA received its second payment for 2020, in the amount of $1,040.50, and completed its 2021 test to shutdown the water treatment plant and operate using its emergency generator, simulating what ACSA would do to avoid a power brownout. NRG reported the test 100% successful.

   There was no Board member comment.

7. Wright Shop Road Water Tank Maintenance Contract

   The end of 10 year contract interior and exterior painting was completed in June. ACSA is working with Hurt & Proffitt on advertising and bidding a new 10 year maintenance contract in 2022.

   There was no Board member comment.

8. Prices Store Water Tank Maintenance Contract

   A problem with the 10 year interior painting forced postponement of the advertising and bidding of the new 10 year maintenance contract until 2022. Hopkins contacted the contractor, who had subcontracted the maintenance work; the contractor will perform all needed corrections this autumn.

   There was no Board member comment.

9. Elon Road Radio-Read Water Meters

   ACSA has postponed installation of drive-by, radio-read meters for several years due to the cost of the upgrades ($1.5M for 7,000 meters), but plans to initiate that in 2022 with a $40,000 line item added to the budget to upgrade meters along Elon Road and other areas that are dangerous to stop and read because of high speed, high volume traffic. This will not only allow ACSA meter readers to not have to stop in hazardous areas to read meters, but also expedite meter reading. Executive Director Hopkins plans a 20 year phased implementation of this new technology through the ACSA water system, with monthly-read business meters replacements starting in 2022. Completion of replacements in 20 years will be in time to repeat the entire process, starting with replacement of the 2022 meters (the meters can be expected to start slowing down, costing ACSA sales revenue, after 20 years).

   Hopkins also would like to include in the autumn 2021 ordinance for County Code changes for rates and fees adjustments a Code change requiring all new subdivisions approved by the County to have radio-read meters, with the $1,500 water connection fee being increased to $1,700 to cover the cost of the new technology. This would require a separate line item in the rates and fees schedule for water connection fees for new subdivisions.

Board member Perrow said all new development, not just subdivisions, should include installation of this new meter technology. He also commented on the possibility of replacing all meters in an area at the same time. Hopkins replied that, unfortunately, the ACSA system has meters of all ages in all areas; 15 year old meters are replaced every year throughout the system. He is working with ACSA staff on a plan to replace all meters in an area, no matter the age, which he thinks will facilitate annual meter replacements.

Board Vice Chair Martin recommended that future discussions of this include ACSA absorbing the $200/meter cost to upgrade to drive-by, radio-read meters, instead of increasing the connection fee.

There was no other Board member comment.

VIII. Citizen Comment

There were no citizen comments.

IX. Matters from the Members of the Service Authority Board

Board member Woods asked about the new fleet fuel pump at the water plant. Hopkins replied that the contract is awarded, the shop drawings approved, and the equipment should be ordered within 2 weeks and at the plant for installation in September.

Woods asked about starting the river bank stabilization, with the river level so low. Hopkins agreed, but needs a trackhoe to move construction debris from the bank top to the toe; a backhoe will not do it. ACSA planned to rent one, but rentals are weekly and ACSA has insufficient debris for a week's work; that is why he tried to get VDOT early approval to begin sidewalk removal on Colony Rd. for the water line extension. Hopkins replied to other Woods suggestions that they require a Corps of Engineers Nationwide Permit that Hurt & Proffitt is working on. His understanding from H&P is that ACSA can do Hopkins; planned work without a Permit. Hopkins replied to Mr. Martin that he hoped to get it spring 2021, but it is taking longer than expected.

Board member Perrow had nothing to discuss.

Board member Moore had 3 things:

- the water leak near her home; Hopkins said it had been addressed.
- when the discussions on how to use the $1M designated by the Supervisors from the County ARPA funding would begin; Hopkins said he planned for next month.
- when Hopkins' 2020 evaluation had been done; Hopkins said May.

Board Vice Chair Martin noted that the Supervisors at their meeting this afternoon, will get a presentation from the County EDA, which will include concerns regarding ACAS's tap fees. He said he planned, unless there are objections, to suggest that the same EDA presentation be made at a future ACSA Board meeting.

X. Adjournment

By motion of Board member Moore and with the following vote, the Board adjourned the meeting at 2:25 p.m.

AYE:	Mr. Martin, Ms. Moore, Mr. Woods, Mr. Perrow
NAY:	None
ABSENT	Mr. Pugh
ABSTAIN:	None

Tom Martin, Board Vice Chair

Robert A. Hopkins, PE, Board Secretary