



AMHERST COUNTY SERVICE AUTHORITY BOARD

MINUTES

March 5, 2024
1:30pm

Members Present: Edgar J. T. Perrow, Jr., Chairman
Wesley Woods, Vice Chairman
Tom Martin, Member
David Pugh, Jr., Member
Drew Wade, Member

Staff Present: Timothy Castillo, Executive Director
Richard Hall, Assistant Director

Mark Popovich, ACSA Attorney

I. Call to Order – Chairman Perrow called meeting to order at 1:30 pm.

II. Approval of the Agenda –

By motion of Mr. Wade and with the following vote, the Board voted to approve the agenda for the March 5, 2024, ACSA Board meeting.

AYE: Mr. Perrow, Mr. Woods, Mr. Martin, Mr. Pugh, Mr. Wade

Citizen Concerns / Comments –

There were no citizens wishing to speak.

III. Consent Agenda -

Mr. Castillo informed the Board of modifications by staff to the Monthly Financial Report, condensing information to a lesser format. Mr. Castillo thanked staff for their efforts.

By motion of Mr. Woods and with the following vote, the Board voted to approve the Consent Agenda.

AYE: Mr. Perrow, Mr. Woods, Mr. Martin, Mr. Pugh, Mr. Wade

IV. Informational Report

A. March 5, 2024 Informational Report

Mr. Castillo presented the Informational Report as written in the Agenda Packet. The following are additional comments by Mr. Castillo and/or Board Members:

Item no. 4. 2024 VLWA Dam Safety Award – Mr. Perrow congratulated ACSA for being awarded the 2024 Best Major Dam Rehabilitation, Design and Construction project.

Item no. 5. Madison Heights Town Center – The detector check for fire protection was received on 3/5/2023.

Item no. 6. Williams Run Stream Bank Stabilization Project – Mr. Perrow cautioned that the exposed PVC Sewer Piping may have become brittle from sun light exposure and adds caution for applying rip rap material. Mr. Castillo added ACSA used existing material to protect piping.

Mr. Castillo shared information not in the packet – *Power Point*, “Budgeting FY25, General Information and Challenges, March 25, 2024.”

Mr. Wade requests a copy of this presentation be sent to the ACSA Board.

Mr. Martin asked if the financial reporting information is up to date / accurate. Mr. Castillo explained the information reflects a November 2023 report, as it is the most recent report provided to the Service Authority from the Amherst Finance Dept. As new information is provided, Mr. Castillo will share.

Mr. Perrow recommends getting recommendations from a financial expert regarding information that is needed for P&L, balance sheet and a cash flow statements, however, the information Mr. Castillo is providing is much clearer than what has been shared in the past.

VI. Action Items -

A. James River Streambank Stabilization Phase II

Mr. Castillo presented the Action Item A., as written in the Agenda Packet.

Mr. Perrow asked if Engineering and Environmental work is covered under the grant. Mr. Castillo replied yes. Also, the current complete phase/contract cost can assist the Engineering consultant with determining percentages of costs for Phase II.

Mr. Martin asked if section C-108 is the only area that needs stabilization. Mr. Castillo replied there may be the area around section C-107 that needs stabilization, however, C-108 needs to be complete first.

By motion of Mr. Martin and with the following vote, the Board voted to authorize ACSA's Executive Director to perform Engineering Survey, Permitting and Design Services for a future (phase II) James River Streambank Stabilization project.

AYE: Mr. Perrow, Mr. Woods, Mr. Martin, Mr. Pugh, Mr. Wade

B. CVTC Water and Sewer Infrastructure

Mr. Castillo presented the Action Item B., as written in the Agenda Packet.

Mr. Pugh is concerned that a cost estimate of \$14M was established for work needed to be done on the CVTC water & sewer utility system. Mr. Hall indicated the study included laterals that are a big concern, as well

as the main loops. Mr. Castillo would like for ACSA to be positioned for any future development regarding the campus.

Mr. Martin requests additional information regarding the condition of the infrastructure that ACSA would be taking into their system. Mr. Woods asked for ACSA to calculate the length of main loop water infrastructure without the laterals being included.

Mr. Perrow is concerned about infiltration/inflow of storm water. Mr. Castillo will seek inexpensive testing methods to resolve issues. Perrow agrees the water main from the City of Lynchburg, pumps and water towers may be an advantage to ACSA regarding future development and growth of Amherst County/Madison Heights.

By motion of Mr. Pugh and with the following vote, the Board voted to authorize ACSA's Executive Director to continue discussions/negotiations to acquire CVTC's water and sewer infrastructure at no cost to the Authority.

AYE: Mr. Perrow, Mr. Woods, Mr. Martin, Mr. Pugh, Mr. Wade

There were no other Board Comments concerning the Informational Report.

V. Citizen Concerns / Comments -

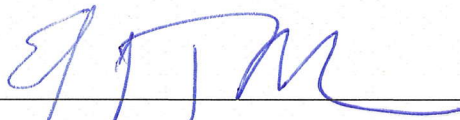
There were no citizens wishing to speak.

VI. Matters from the Members of the Service Authority Board -

Mr. Perrow congratulated to the ACSA Operator (Jeremy McDarris) for obtaining a Class IV wastewater license, ACSA for obtaining the dam safety award, and for providing a solution for the James River Streambank Restoration project (adding Phase II).

VII. Adjournment -

Mr. Perrow announced the meeting adjourned at 2:31pm



Edgar J.T. Perrow, Jr. ACSA Board Chair

Timothy E. Castillo, Board Secretary