



AMHERST COUNTY SERVICE AUTHORITY BOARD

MINUTES
(Amended)

September 5, 2023
1:30pm

Members Present: Edgar J.T. Perrow, Jr. Chairman
Wesley Wood, Vice Chairman
Tom Martin, Member
Drew Wade (added as a correction to the Draft Minutes)

Members Absent David Pugh, Member

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

Mark Popovich, County Attorney

I. Call to Order – Chairman Perrow called meeting to order at 1:34pm.

II. Approval of Agenda –

Mr. Perrow recommended Agenda Item VI.A. to be re-ordered ahead of Section III. Citizen Concerns / Comments and become Item II.A.

By motion of Mr. Woods and with the following vote, the Board voted to approve the agenda with the recommended change for the September 5, 2023, ACSA Board Meeting:

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

ABSENT: Mr. Pugh

II.A. ACSA Commemorative Resolution ACSA-2023-CR-3

Commemorative Resolution ACSA-2023-CR-2, commemorating the retiring of Senior Utility Mechanic Wesley Mays, was presented by Mr. Castillo. Mr. Perrow expressed thanks to Mr. Mays for all he's done for our community, reiterating 35 years of service is something to be proud of.

By motion of Mr. Martin and with the following vote, the ACSA Board approved ACSA Commemorative Resolution ACSA-2023-CR-2.

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

ABSENT: Mr. Pugh

Citizen Concerns / Comment – There were no citizens wishing to speak.

III. Consent Agenda –

A. Approval of Minutes

- i. Draft Minutes for August 1, 2023, Regular Board of Director's Meeting

B. Monthly Financial Reports

- i. July 2023 Financial Report

By motion of Mr. Wade and with the following vote, the Board approved the Consent Agenda.

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

ABSENT: Mr. Pugh

V. Informational Report

1. James River Stabilization Project

Mr. Wade asked if there is a timeline for submitting the waiver application for the required \$500K cash match. Mr. Castillo indicated the application will be submitted on September 6, 2023.

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

3. Graham Creek Reservoir Dam Improvement Projects

4. Amherst County Gateway (River Road) Sanitary Sewer Project

Mr. Castillo first presented a current description of the project, totaling \$7.7M in project costs (the current budget is \$3.5M). Second, Mr. Castillo presented an alternative solution, recommended by ACSA staff, that reduces the project costs to \$3.8M, which includes 50% contingency for construction. The alternative project would eliminate work along River Road, with ACSA replacing and assuming responsibility for sewer grinder pumps currently serving residences on River Road.

Mr. Perrow indicated the alternate solution seems the most cost-effective way to achieve most objectives. Mr. Martin would like to see the overall solution to achieve all objectives of the original scope.

5. Seminole Plaza Shopping Center – Sanitary Sewer Overflow Complaints

6. Madison Heights Town Centre, Phase I

7. Grace Church

8. Violets View

9. Cudd Property – Phelps Road

10. Strategic Planning

Mr. Castillo informed the Board that Mr. Lohr is not able to provide services to ACSA for Strategic Planning.

There were no other Board discussions concerning the Informational Report.

VI. New Business

General Service Contract for Engineering, Surveying, Safety Engineering

Mr. Castillo informed the Board that ACSA received four proposals. He would like authorization from the Board to enter into contracts with each firm and task orders will be brought to the attention of the Board. Mr. Perrow recommends EJCDC (Engineers Joint Contract Documents Committee) term contract method be utilized.

A. General Services Contract for Information Technology / Cybersecurity Services

Mr. Castillo informed the Board that ACSA received two proposals for IT / Cybersecurity Services, one from Lynchburg Computer Services and the other from the Computer Exchange. He would like authorization from the Board to enter into a contract with each firm. There were no objections from the Board.

B. ACSA 2023 Series A Bond Anticipation Note / Interim Financing

Mr. Castillo presented information as written in the agenda packet. Mrs. McBride, Assistant Amherst County Administrator (who was in attendance) provided information regarding SNAP. She indicated the idea is to place the Arbitrage funding in a different account, setting aside this funding to deal with required shrinkage yield (gains required to be returned to the IRS). The Series 2020 Bond for the Spillway project has earned approximately \$30K in Arbitrage.

There were no other Board member comments regarding New Business Items.

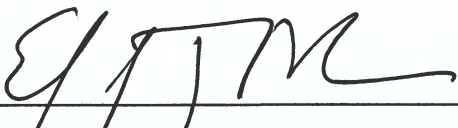
VII. Citizen Concerns / Comments – There were no citizens wishing to speak.

VIII. Matters for the Members of the Service Authority Board

There were no Board Member topics presented.

IX. Adjournment

Mr. Perrow announced the meeting adjourned at 2:14 p.m.



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

Timothy E. Castillo, Board Secretary