



AMHERST COUNTY SERVICE AUTHORITY BOARD

MINUTES

October 1, 2024
1:30pm

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

Members Absent: Edgar J.T. Perrow, Jr., Chairman

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

Mark Popovich, ACSA Attorney

I. Call to Order – Vice Chairman Wesley Woods called the meeting to order at 1:30 pm.

II. Approval of the Agenda –

A. ACSA Board Meeting Agenda, October 1, 2024

By motion of Mr. Wade and with the following vote, the Board approved the agenda for the October 1, 2024, ACSA Board meeting:

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

III. Citizen Concerns / Comments

There were no citizens wishing to speak.

IV. Consent Agenda

- i. Draft Meeting Minutes – September 3, 2024, ACSA Board of Directors Meeting.
- ii. Draft Monthly Financial Report August 2024.

Mr. Castillo presented the Consent Agenda as written in the agenda packet.

By motion of Mr. Pugh and with the following vote, the Consent Agenda was approved:

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

ABSENT: Mr. Mr. Perrow

ABSTAIN: Mr. Woods (Mr. Woods abstained from voting due to his absenteeism from the September Board meeting)

V. Action Items

A. Amherst County Service Authority VWP Permit Renewal

Mr. Castillo presented Item V.A., as written in the agenda packet. He requested authorization to enter into an engineering agreement, under ACSA's engineering term contract with Hurt & Proffitt, obtaining assistance assuring ACSA's VWP Individual Water Withdrawal Permit renewal application is submitted to DEQ before the required date of January 2, 2025. There is considerable safe yield analysis required to complete this application.

Mr. Woods asked if this withdrawal permit addresses all of ACSA water withdrawal sources (Harris Creek, Dan E. French Reservoir, and the James River). Mr. Castillo affirmed that this is the case. Mr. Martin asked how often this permit is renewed. Mr. Castillo informed that this permit is renewed every 15 years.

By motion of Mr. Martin and with the following vote, the ACSA Board authorized ACSA's Executive Director to sign and execute an agreement with the Hurt & Proffitt, Inc., to provide assistance in completing ACSA's VWP renewal application:

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

ABSENT: Mr. Perrow

VI. Informational Report

Mr. Castillo presented the informational report as presented in the agenda packet; additional comments are provided:

1. Infrastructure Master Plan
2. Gateway Project
3. Seminole Plaza-South Madison Heights Infrastructure
4. FY 24 Annual Audit

Mr. Castillo recognized achievements made by both ACSA staff members and the County's Financial Team, regarding VRS audit reports being submitted ahead of schedule.

5. James River Stabilization Project

Mr. Woods asked if a follow-up inspection had been conducted on the Phase I James River Bank Stabilization work, considering the recent rain event (remnants of hurricane Helene). Mr. Castillo affirmed he has, and everything was fine.

6. Water and Sewer Rehabilitation/Extension/Replacement & other Infrastructure Projects
7. LEAP Funding/Lead and Copper Service Line Inventory

Mr. Woods asked if every customer is being surveyed (via online or by paper submissions). Mr. Castillo explained a copy of the survey to fill out can be found online. Every service lateral is required to be inventoried.

8. Automated Meter Reading Program

Mr. Woods asked if issues regarding missing radio-read materials had been resolved. Mr. Castillo indicated the physical installation had already begun.

9. CVTC Infrastructure

10. National Rural Water – WaterPRO Annual Conference

11. DEQ SCAT Advisory Committee

Mr. Castillo added the following to the Informational Report: 1) He received notification that the Westbriar Sewer Treatment Plant VPDES permit renewal application that was previously submitted to DEQ, has received final review and the permit re-issuance is forthcoming. 2) remnants of the hurricane (Helene) yielded rain totals that measured approx. 8 inches ACSA's Water Plant. Prior to this, during the recent dry spell, the reservoir was measuring 6-inches below the overflow; following the 8-inch rain event from Helene, water levels are measuring 2 inches above the reservoir overflow. No water has gone over the emergency spillway.

There were no other Board member comments.

VII. Citizen Concerns/Comments

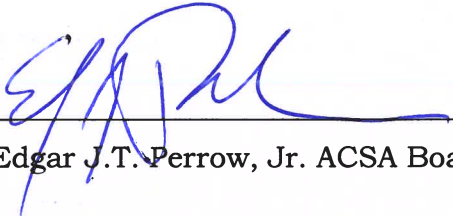
There were no citizens wishing to speak.

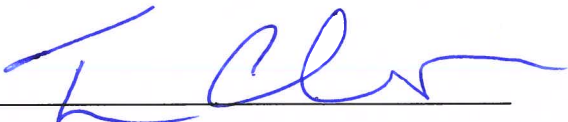
VIII. Matters from the Members of the Service Authority Board

There were no other Board member comments.

IX. Adjournment

Mr. Woods announced the meeting adjourned at 1:47 pm.



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

Timothy E. Castillo, Board Secretary