

**CLARKE COUNTY SANITARY AUTHORITY MEETING  
JANUARY 17, 2023  
MINUTES**

**PRESENT:**

Mr. Roderick DeArment, Chairman  
Mr. Tom Bauhan, Treasurer (Teleconference)  
Mr. C. Wayne Armbrust  
Mr. Lee Coffelt  
Mr. Bev McKay, Liaison for the Clarke County Board of Supervisors

**OTHERS:**

Mr. Paren Crawford, Inboden Environmental Services  
Mr. Mark Inboden, Inboden Environmental Services  
Mrs. Mary Meredith, Staff  
Mr. Dan Mackay-Smith

**I. CALL TO ORDER**

The meeting was called to order at 9:00am.

**II. MINUTES**

A. December Minutes

The board reviewed the minutes. A motion was made to approve the minutes as submitted. The motion carried as follows:

Mr. DeArment	-	aye
Mr. Bauhan	-	aye
Mr. Armbrust	-	aye
Mr. Coffelt	-	aye

**III. PUBLIC COMMENT**

A. Resolution – Recognition

Mr. DeArment noted the next item is the resolution that was passed at the December meeting. Mr. DeArment asked if Ms. Meredith would like to read the resolution.

**RESOLUTION**

WHEREAS, the Clarke County Sanitary Authority is honored by the service of Alexander “Dan” Mackay-Smith, Jr. as a board member; and

THEREFORE, the said Alexander “Dan” Mackay-Smith, Jr. served as a member of the Sanitary Authority for twenty-seven years, providing insightful, judicious, and wise counsel throughout; and

WHEREAS, the Authority will miss his considerable knowledge of, and duty for, this community, as well as his sensible, intuitive advice regarding the multitude of situations faced by the Authority; and

WHEREAS, the Authority wishes to commend Alexander “Dan” Mackay-Smith, Jr. for his amiable disposition, his attentiveness to fulfill his responsibilities, and his dedication to serving his family, his colleagues, and his constituents; and

THEREFORE, the Authority wishes to further pay tribute to Alexander “Dan” Mackay-Smith, Jr. for the utmost regard and acumen, which he embodied at all times, and to all people, providing us with a continuing of exemplary qualities; and

WHEREAS, the Authority will miss his considerable knowledge of, duty for, this community, as well as his advice regarding the multitude of situations faced by the Authority.

NOW THEREFORE, be it resolved this 20th day of December, 2022 by unanimous vote, as follows, that:

The Authority hereby recognizes the many contributions to this Authority including but not limited to, the extension of water service to White Post, Virginia, along with time and engineering knowledge to extend sewer to Millwood as well as the expansion of the Wastewater Plant by Alexander “Dan” Mackay-Smith, Jr. and it hereby expresses collectively the appreciation we share; and

This Resolution be made a permanent part of the records of the Authority and that attested copies of the same be provided to Alexander “Dan” Mackay-Smith, Jr.

The board presented Mr. Mackay-Smith with the signed resolution and an engraved pewter apple. The board then reminisced on Mr. Mackay-Smith’s tenure on the board and shared fond memories and stories.

#### **IV. INBODEN REPORT**

##### **A. Utility Report**

Mr. Crawford presented the utility report. Two water meters had frozen and needed to be replaced. Insulation was added to the crock to prevent further issues. The freezing temperatures also caused the water tower

transducers to freeze. We will have to replace the transducer at Boyce. Millwood and White Post were able to be repaired. There was a large customer leak caused by the freezing pipe. We disconnected the service until the leak is repaired given the large volume of the leak.

On the wastewater side, the limits were a little high, but the overall average below the requirements.

There were some issues at Roseville lift station, which were caused by a check valve having debris built up. It was cleared and the pump was returned to operation.

The propane tanks were not able to deliver gas to the heaters at the wastewater plant. Portable heaters were brought in and the next day, the pump was operational.

Mr. Crawford asked if Mr. Armbrust was available to come to the water plant and look at the power transfer at the water plant tripping the compressors again. It is not an all the time occurrence, but is happening more frequently than it should.

## V. OLD BUSINESS

Ms. Meredith did not have any old business information. We are waiting on grease test results from the entities. Ms. Meredith will forward that when available.

Ms. Meredith discussed the fire hydrant flow data and Mr. Coffelt noted he had not had a chance to review. Mr. Coffelt asked if we are scheduled to check the flow soon. Mr. Inboden noted we could check the flow but it would not be a full-scale flow test, that the flow is mainly tested in gpm during hydrant flushing.

## VI. NEW BUSINESS

### A. Board Nominations

A motion was made to elect as a slate.

#### 2023 Positions

Chair – Mr. Rod DeArment

Vice-Chair – Mr. C. Wayne Armbrust

Treasurer/Secretary – Mr. Tom Bauhan

Asst. Treasurer – Ms. Brenda Bennett

The motion carried as follows:

Mr. DeArment	-	aye
Mr. Coffelt	-	aye
Mr. Bauhan	-	aye
Mr. Armburst	-	aye

#### B. Boyce Water Tower

Ms. Meredith updated the board that the town manager regarding black vultures on the water tower raising concern contacted her. There are options and Ms. Meredith would have quotes for the next meeting to review.

#### C. WWTP Roof

Ms. Meredith updated the board with the review from Masters Engineering. The steel roof has not been recoated and the HVAC work/repair has not progressed forward due to this report. Ms. Meredith noted we could have Masters Engineering work with Mr. Legge to draft a bid, or we could first draft an RFP for an engineer to assist with the bid. The board discussed and felt it more prudent to work with Masters Engineering to draft a bid for these repairs. Mr. Bauhan wanted to inquire if the engineers could look at sistering in new purlins and if possible to save the current roof. Ms. Meredith noted she would ask them to consider that when formulating the bid.

#### D. Water Tower Inspections

Ms. Meredith noted that she received inspection reports from Southern Corrosion on each of the water towers. She noted the Boyce water tower was missing screens, which could increase nesting. Ms. Meredith planned to work with Inboden on what they can do in regards to repairs from this inspection. If they were unable to do certain tasks, she would then work with Mr. Legge on a bid for water tower maintenance.

#### E. Fats, Oils, and Grease

Mr. Bauhan expressed a need to adjust our language to clarify the testing and provide more information on the requirements and testing methods. Mr. Inboden noted that he could assist in providing the language to clarify between the two, polar and nonpolar materials, and the requirements for testing and limits.

### **VII. FINANCIAL REPORTS**

The financial reports were presented to the board for review.

### **VIII. NEXT MEETING**

The next meeting is scheduled Tuesday, February 21, 2023 at 9:00 a.m.

**IX. ADJOURNMENT**

The meeting was adjourned.