

**CLARKE COUNTY SANITARY AUTHORITY MEETING
DRAFT MINUTES
APRIL 18, 2023**

PRESENT:

Mr. Roderick DeArment, Chairman
Mr. Tom Bauhan, Treasurer
Mr. C. Wayne Armbrust
Mr. Bryan Conrad (Via Teleconference)
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
Mrs. Ruth Emma, Locke Store
Mr. Jeff Emma, Locke Store
Two Representatives, McDonalds Restaurant

ABSENT:

Mr. Lee Coffelt

I. CALL TO ORDER

The meeting was called to order.

II. MINUTES

A. March and April Minutes

The minutes were reviewed and Ms. Meredith noted the correction to the special meeting that Mr. Bauhan was the member who left early, not Mr. Armbrust. A motion was made to approve the minutes with the correction. The motion carried as follows:

Mr. DeArment	-	aye
Mr. Armbrust	-	aye
Mr. Bauhan	-	aye
Mr. Conrad	-	aye

III. PUBLIC COMMENT

A. Locke Store

Ms. Meredith updated the board that given the past month of issues that

arose, a new grease sample was not taken in time for the results to be presented at this meeting.

Mr. Emma noted that they installed an automatic flusher to put water into the wet well.

They have also paid all of their fines and Ms. Meredith will remove the judgment on the property this afternoon.

B. McDonald's

Ms. Meredith updated the board that we have not received an updated grease testing result. The bio blocks have been ordered and will be installed. After the brief update, the owners of McDonald's updated what they would be doing resolve the issue. They will work to have the baffling installed in the current grease interceptor. The board reviewed the steps being taken and appreciated McDonald's effort to mitigate the grease entering the system.

The owners of McDonald's requested an adjustment to the fines and the board noted that they would be able to offer a payment plan to repay the amount, but not a discount of the fines charged.

IV. INBODEN REPORT

A. Utility Report

There were issues with the computer upgrade at the water treatment plant. The upgrade caused a misread of information regarding the Millwood Water Tower. It took about a week to realize that Instrulogic had created an error within the computer SCADA system.

Mr. Crawford reviewed the incident where the water line was hit by contractors on Howard's Lane, which resulted in the water loss that flowed into the exposed sanitation line resulting in the sewer plant overflowing. The contractor will be sent an invoice for the damage and hours associated with the incident. Ms. Meredith noted with the bacteriological analysis, VDH notified we can move to yearly testing.

Mr. Crawford reviewed the results from placing air in the line to remove any potential grease build up. He showed the board the before and after, as well as where the air entered the system at. After discussions, the board asked if there was a way to potentially place a camera into the line at the wet well of the customer, to determine grease build up. Inboden will work to see if this is a possibility and how to execute it with minimal disruption to the customers.

Mr. Crawford reviewed the samples for this month. They are high, but they believe there was a math error with the lab. They are requesting a second look at the test results and hope that it will be lower when they review the readings the second time.

Mr. Armbrust reviewed with the board the need to upgrade and improve

the compressed air being delivered to the water plant. This would increase the storage capacity of air, as well as allow continuous sustained pressure to flow to each of the membranes for backwash. The board reviewed the documents provided and would like to proceed to work with IES and Mr. Armbrust to draft a plan for the 2024 fiscal year. Ms. Meredith noted we do have this in the approved budget for next year.

The board made a motion to move forward with the drawings and sketches to be utilized for this project.

The motion carried as follows:

Mr. DeArment	-	aye
Mr. Armbrust	-	aye
Mr. Bauhan	-	aye
Mr. Conrad	-	aye

The board tasked Ms. Meredith to seeing if there is money in the budget for this fiscal year to purchase one membrane replacement for the water plant. Ms. Meredith will look at what is available.

V. OLD BUSINESS

A. Water Tower Maintenance RFP

Ms. Meredith updated the board that so far we did not receive a response to the first RFP.

B. Cell Tower Lease

Ms. Meredith sent back the comments from our county attorney to the company regarding leasing tower space. Once she hears back from the company, the final draft will be submitted for review.

C. Effigy Boyce Water Tower

Ms. Meredith noted we also did not receive any responses to install the effigy.

VI. NEW BUSINESS

A. Customer Access

Ms. Meredith expressed concern over access to a damaged meter by a customer. It is a sewer only customer and the meter is currently in the home. Ms. Meredith would like to work to relocate the meter to be outside near the well. She also is seeking guidance on working with council if we

are not able to gain access with the homeowner's assistance to troubleshoot the issues with the meter. The board discussed and agreed that when possible, the meter should be relocated outside the residence near the meter. Ms. Meredith will work with Paren and Broy & Son so this can take place.

VII. FINANCIAL REPORTS

The financial reports are in the packet for the board to review.

A. Budget

The water budget was approved at the finance meeting. The sewer budget is reflects the recommended changes from the work session. The board reviewed the items noting that at this moment there will not be a CIP for the wastewater roof. The board did ask if we could plan to replace the one steel beam that is eroding.

A motion was made to approve the sewer budget.

The motion carried as follows:

Mr. DeArment	-	aye
Mr. Armbrust	-	aye
Mr. Bauhan	-	aye
Mr. Conrad	-	aye

B. Rates

Ms. Meredith reviewed the rates. The board made a motion to increase the sewer rate from \$120.52 to \$124.13 for residential rates and \$212.66 to 219.03 for commercial rates.

The motion carried as follows:

Mr. DeArment	-	aye
Mr. Armbrust	-	aye
Mr. Bauhan	-	aye
Mr. Conrad	-	aye

VIII. NEXT MEETING

The next meeting is Tuesday May 16, 2023 at 9:00am.

IX. ADJOURNMENT

The meeting was adjourned.