

CLARKE COUNTY SANITARY AUTHORITY MEETING MINUTES
May 21, 2024

PRESENT:

Mr. Roderick DeArment, Chairman
Mr. C. Wayne Armbrust, Vice Chairman
Mr. Tom Bauhan
Mr. Bryan Conrad
Mr. Lee Coffelt
Mr. Bev, McKay, Liaison for the Clarke County Board of Supervisors

ABSENT:

None

OTHERS:

Paren Crawford, Inboden Environmental Services
Mark Inboden, Inboden Environmental Services
Mike Legge, Staff
Sarah Shiley, Staff

I. CALL TO ORDER

Chairman DeArment called the meeting to order at 9:04 am.

II. MINUTES

A. April 16, 2024

Mr. Coffelt made a motion, seconded by Mr. Armbrust, to approve the minutes of April 16, 2024 as amended. The motion carried as follows:

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

III. PUBLIC COMMENT

No persons appeared to address the Board.

IV. INBODEN REPORT

Paren Crawford reported the following:

- Broym & Son came out to install two shut off valves at 101 & 103 W. Main St. This allows either properties water to be shut off now without the other being affected.

- At 1756 Millwood Rd, Inboden installed an outside water meter crock that eliminates a water meter being inside the house.
- Memcor visited the WTP to inspect 3 memcor filter systems. While on site they looked at our membranes to give us a quote for new membranes which would be cheaper than the one's we currently have been using. They will have to come onsite again to do the conversion over to the new membranes but essentially this will take our 90 PSI down to 30 PSI.
- Memcor 2 will remain high pressure since the membranes are new but 1 and 3 can be converted to low pressure right now.
- Train 1 was moved to CIP for maintenance purposes but did see a bit of a gain.

V. OLD BUSINESS

A. 101 W. Main St.

Shut off valves have been installed. Customer has paid half of the balance off to keep water on. Customer has also agreed to a payment plan over an 8 month period to get caught back up on what is owed.

VI. NEW BUSINESS

A. WWTP Roofing & Ventilation

The board would like to reach out to County Maintenance to see if they are able to do any of the roof repairs and ventilation fans working. If unable to do so, quotes will be provided from vendors for extraction fans.

The CCSA should be receiving a quote for the repairs that need to be done from the roofing consultant that was on site to look at the roof. We will receive a quote for an entire roof repair and a separate one for just the flashings on the roof and structural repair underneath the roof.

B. Utility Management Contract

Mr. Legge suggested that two members from the board, Sarah Shiley and himself have a closed session to look at the proposed contracts for the Sanitary Authority to approve for the 2 upcoming years with the option to renew for an additional 2 years up to 4 times (10 years total).

C. Rate Increase

The CCSA board members have discussed increasing the rate for both water and sewer rates. There has not been a rate increase since 2019 for water. Sewer received a 3% rate increase back in 2022 and 2023, making note that water has not had an increase for 5 years. The board has agreed to a water rate increase of 10% and a sewer increase of 14%.

D. Delinquent Accounts

The board members have discussed and decided it would be in the best interest for the Sanitary Authority to create a work group consisting of two board members who will begin breaking apart our Delinquent Accounts and see if there are other ways to receive past due payments owed to us. The board also discussed sending fewer notices out to customers about their accounts being past due.

VII. FINANCIAL REPORTS

A. Budget Adoption

Mr. Armbrust made a motion, seconded by Mr Coffelt. , to approve the Budget for the 2025 fiscal year. The motion carried as follows:

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

VIII. NEXT MEETING

The next meeting will be held Tuesday, June 18, 2024, at 9:00 am.

IX. ADJOURNMENT

Chairman DeArment adjourned the meeting at 10:33 am.