

**CLARKE COUNTY SANITARY AUTHORITY MEETING
NOVEMBER 15, 2022
FINAL MINUTES**

PRESENT:

Mr. Roderick DeArment, Chairman, (via Teleconference)
Mr. A. "Dan" Mackay-Smith, Vice-Chairman
Mr. Tom Bauhan, Treasurer
Mr. C. Wayne Armbrust
Mr. Lee Coffelt
Mr. David Weiss, Alternate 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. Max Emma
Mr. Jim Davis, VDH
Ms. Carter Neiswander, VDH

ABSENT:

Mr. Bev McKay, Liaison for the Clarke County Board of Supervisors

I. CALL TO ORDER

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

II. MINUTES

- A. October Minutes
- B. October 26, 2022 Minutes
October 28, 2022 Minutes

The board reviewed the minutes. Mr. Armbrust had several corrections to be made on the October 28, 2022 minutes. The motion was made to approve the minutes of all three meetings with corrections to October 28, 2022. The motion carried as follows:

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

III. PUBLIC COMMENT

IV. INBODEN REPORT

A. Utility Report

Mr. Crawford began the review of the water operations. At the end of October, the computer at the plant froze causing issues with pumps sending water to the towers. He was able to switch it to manual and then resume plant production. Ms. Meredith noted that Instrulogic has the computer and once they have it set up, they will install at the plant. There was a leak at 1954 Millwood Road. This was a leak within the crock and was repaired within an hour.

Membrane tank inspections occurred the last week of October. The tanks are in good shape. The upper lip of the tanks have some small chips, which he will work to have people repair this. This is the last year for the repairs to be under warranty. The membranes were also cleaned.

A grinder pump alarm was received at 657 Bishop Meade Road. This home had an outdated old pump. We had to pull the pump with a crane and replaced it with a newer Liberty Pump. The board inquired how old that pump was, Mr. Crawford commented roughly 20 years old. He noted there are about 10-15 Barnes pumps still in operation.

For the past month, Mr. Crawford noted that the flow at the wastewater plant has been higher than normal. It is not a consistent increase in flow. Our normal flow is 60-65 thousand and some days it has been upwards of 80 thousand.

The phosphorus for this month is 0.15, and nitrogen is 4.25.

The board discussed potential causes for

V. OLD BUSINESS

A. Locke Store

Ms. Meredith recapped and noted that Hurt & Proffitt reviewed the plans with some minor changes. Planning signed off on the permit Thursday afternoon. Friday afternoon, we received the grease sample from November 3, 2022. It reported 292 mg/L for grease results. The service was terminated on Saturday and the fine will be applied to this current billing cycle. The pictures presented is the current status of the grease interceptor. Inboden will inspect from the grease interceptor to the grinder pump and then the building department will inspect the rest. Mr. Boies had sent an email noting the building department is about 3-5 days turn around time from request to inspection.

Mr. Emma noted that the interceptor is in the ground and all lines from the kitchen are flowing to the interceptor. Everything is prepared to be inspected by building as well as Inboden. Mr. Coffelt asked if there were any problems during installation. Mr. Emma noted that they did not have any issues with placing the grease interceptor.

The board discussed that if the county signed off and Inboden signed off on the installation, it would meet the requirements for restoration of service. Ms. Meredith noted that she spoke to Mr. Emma prior to the meeting regarding once service is restored a sample would be pulled after they have had the wet well cleaned to ensure there isn't anything from previous issues collected in the tank.

Mr. Bauhan inquired if Mr. Emma had an idea why the level was so high. Mr. Emma noted they are not sure since they made cutbacks on cooking in the kitchen. The board asked what visually was observed when Mr. Crawford took the sample. Mr. Crawford noted the wet well was clean but the mixture in the well was cloudy showing the presence of grease.

Ms. Meredith noted that the current motion is weekly testing. She continued that we could do weekly testing and decide at the next board meeting the frequency for continued testing.

A motion was made to restore service upon the approval from inspection by the building department. Furthermore, testing will continue weekly and if a test result is over the required limit, a special meeting will be held to decide how to move forward. The motion carries as follows:

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

Mr. Weiss brought up a point of discussion regarding the timing of the special meeting and how that affects the five-day notice of termination. Ms. Meredith added, if the test results are high, would the five-day termination notice occur at the time of the special meeting, or prior. Mr. Armbrust noted that there would not be imminent damage waiting to review the violation until the special meeting. He feels the board should meet to make an assessment on the situation if the next test result is over the threshold. Mr. Weiss respectfully disagrees with the urgency.

Mr. DeArment noted that he would like to utilize some of the money from the fines to determine the status of the main down in Millwood. He inquired if we could place a camera in the line. Mr. Inboden noted we could put a camera within the air release valves. He noted hopefully this wouldn't be as intrusive as digging up the main. Ms. Meredith noted that the finance department is working to separate the revenue earned from the fines into an account so that future repairs and assessments can be funded from that account. The board discussed and reviewed their options on determining what the status of the main is. Their first step is recommended to be the less invasive procedure of placing a camera in the line as the first step. Mr. Weiss asked how the testing and costs of the testing effects our budget. Ms. Meredith noted at a previous meeting, the board voted that

the testing charges would be reimbursed by the customer directly. Mr. Weiss inquired if more financial support would need to come from the county. Ms. Meredith noted that the camera assessment of the line would be covered by the fine payments. It would be something to discuss after we receive the results of taking a camera to the line.

VI. NEW BUSINESS

A. VA811

Ms. Meredith noted to the board that we are now integrated with VA811. She will look at what is needed for the budget next year as it is \$1.05 per ticket. This is a requirement of SCC that all utilities must be apart of VA811.

B. Member Retiring

Mr. Mackay-Smith announced that after the December meeting he would be retiring as Vice-Chairman and member of the Sanitary Authority Board. The board expressed their appreciation for his service to the authority.

C. 624 Old Waterloo Road

Ms. Meredith reviewed the property location is currently commercially zoned. However, the commissioner of revenue has it taxed as a residential property. Ms. Meredith brought this to the board to request that the property availability fee be classified as residential given it is a small lot with only a house, and is taxed as a residential. Mr. Weiss noted that they wanted it taxed as a residence and planning left it as a residential taxed status. Ms. Meredith note that should it become a commercial property in the future, we can bill the difference to the customer.

D. Trailer

Ms. Meredith noted that the trailer is ready for pick up tomorrow morning.

VII. FINANCIAL REPORTS

Ms. Meredith noted that the Clarke County Capital Improvement Plan was included in the packet. This is for the sewer side only and is for the next five years. Ms. Meredith noted with the county owning the sewer portion I was requested to provide the information to the county. Mr. Weiss noted this went to the planning commission and approved it. The board of supervisors will see it at their meeting next week. Mr. Bauhan asked about the county support on these items. Mr. Weiss noted that the county is aware that these are needed and noted the sanitary authority runs an efficient operation. Mr. Bauhan

inquired about the subsidy. Ms. Meredith stated that amount pays for the current debt. These CIPs would be funded out of the availability fee revenue. Depending on the costs and balance, the board could then potentially discuss with the county requesting an increase into the subsidy amount. Ms. Meredith continued, when we had our rate study performed last year, the long term goal is to be self sustaining. It is projected to occur in 2028/2029 barring any potential improvements. Mr. Bauhan and Mr. Inboden discussed the need for improvements and upgrades to the Virginia Avenue Lift Station. Mr. Inboden noted that is roughly estimated at one million for these upgrades. He asked Mr. Weiss how often the CIP report is reviewed and Mr. Weiss replied annually.

Ms. Meredith noted that with the financial reports, there is a new sheet with the financial report. It breaks out the funds in a different manner and if there is no objection, this is how the report will look going forward.

VIII. NEXT MEETING

The next meeting is December 20, 2022 at 9:00am.

IX. ADJOURNMENT

The meeting was adjourned.