

Augusta County Service Authority  
Regular Board Meeting, Thursday, February 16, 2023, at 1:30 p.m.  
Board Meeting Room

PRESENT: Andrew C. Middleton, Chairman, North River District  
Garry R. Gordon, Vice Chairman, Middle River District  
Harvey Almarode, South River District  
Allen Dahl, Beverley Manor District  
Matthew Egeli, Wayne District  
Michael L. Shull, Riverheads District  
Phil Martin, Executive Director  
Brent Canterbury, Treasurer  
Jean Marshall, Board Secretary

ABSENT: Timothy Simmons, Pastures District

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CALL TO ORDER

The Chairman called the meeting to order at 1:30 p.m.

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ADOPTION OF AGENDA

Mr. Gordon moved, seconded by Mr. Almarode to adopt the Agenda as presented.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli, and Shull  
Nays: None

Motion approved.

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APPROVAL OF MINUTES

Mr. Gordon moved, seconded by Mr. Egeli, to approve the Minutes of the Regular Board Meeting of January 19, 2023, which have been mailed to the members.

Vote was as follows:

Yeas: Middleton, Gordon, Almarode, Dahl, Egeli, and Shull  
Nays: None

Motion approved.

MATTERS PRESENTED BY THE PUBLIC

No members of the public were in attendance to make comments and no public comments were brought forth by Staff.

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EXECUTIVE DIRECTOR’S HIGHLIGHTS

CPI & PPI

Mr. Martin stated the Consumer Price Index increased by 0.5% in January resulting in a 6.4% increase year to year. The Producer Price Index increased by 0.7% resulting in a 6.0% increase year to year.

Town of Craigsville Well Pump

Mr. Martin referred to the report given in the Director’s Highlights regarding the water supply issues in the Town of Craigsville. The issues were caused by a bad pump, and the pump has been repaired.

Landfill Projects

Mr. Martin referred to the report in the Director’s Highlights regarding the bids received for construction of the new Phase 5 at the Augusta Regional Landfill and for the partial closure and installation of a landfill gas collection and control system for completed phases. As stated in the Highlights, the two bids received were both significantly over budget. ACSA staff and Augusta Regional Landfill consultants met with Harndon Construction, the lowest bidder, to discuss ways to reduce project costs. Harndon will be issuing a revised proposal. Once the Landfill Committee receives the revised proposal, they will decide whether to move forward with the project or put it out for rebid. If the Landfill Committee decides to move forward, the project will be brought to the Board for approval.

Mr. Dahl asked if the costs of the project would be shared between ACSA, County of Augusta and Cities of Staunton and Waynesboro.

Mr. Martin stated the costs would be shared between the localities.

Dr. Middleton asked how the cash will be handled once the project is approved to move forward.

Mr. Canterbury stated there is a sinking fund which will be used for the gas collection system. He is not sure yet how the Phase 5 construction will be handled but will work with the localities’ directors of finance to ensure proper funding.

Mr. Martin clarified there are two parts to the Landfill project; the Phase 5 construction, and the partial closure and gas collection system installation. The budget for Phase 5 was originally \$4M and the budget for the partial closure and gas collection was originally at \$3M. The budget for both projects combined is now \$8M.

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Dr. Middleton asked how the Service Authority will be reimbursed for what is paid to vendors for these projects.

Mr. Canterbury stated as invoices are paid by the Service Authority, a monthly report is sent to the localities for reimbursement. He stated he will be communicating with the finance directors of each locality before the start of the project to make sure the money will be available so the Service Authority does not have to float the money.

Field Operations and Facility Maintenance Project

Mr. Martin stated Stone Hill Construction projected they will be at the site on February 27 to begin construction.

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PROGRESS REPORT

The January Progress Report was included in the Board packet and was reviewed with the Board.

There was no discussion regarding the Progress Report.

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COMMITTEE REPORTS

Executive Committee

Dr. Middleton submitted the Minutes from the February 6, 2023 Executive Committee meeting, stating the purpose of the meeting was to receive an update on the current status of the Field Operations and Facility Maintenance building project from Jesse Roach, Director of Field Operations. Mr. Roach presented a report of the current status of the project. He also presented a schedule of the specified work being done by Service Authority personnel, as well as the work being done by outside contractors. A bidding timeline for the contracted work was also presented.

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2023 VIRGINIA GENERAL ASSEMBLY LEGISLATIVE UPDATE

Mr. Martin gave an update on the bills proposed at the 2023 Virginia General Assembly Legislative Session which were reviewed with the Board members at the January meeting. He reviewed which bills passed, which failed, and which were tabled.

BILL ADJUSTMENT – SUN SHENANDOAH ACRES RV LCC

Mr. Martin explained Sun Shenandoah Acres RV, LLC is a sewer only customer. A Service Authority meter has been placed on their private well to provide a basis for their sewer charges. On January 5, 2023, Chris Kempton with Shenandoah Acres requested a sewer adjustment for an underground leak in a two-inch water main. The affected bill was mailed on December 5, 2022 and was for a total of \$25,972.70 (2.449 million gallons). Mr. Kempton provided evidence of the repair. Monitoring of Beacon confirms the excessively high usage has been corrected.

Per ACSA Policy 5.5, if a customer has an underground leak, a leak in a crawl space, or a similar area where it can be reasonably assured the water from the leak did not enter the sewer system, the customer may be eligible to receive a sewer adjustment of 100% of the difference between the actual sewer usage and their average bi-monthly. The average consumption for Sun Shenandoah Acres RV, LLC is 779,000 gallons. The adjustment will result in a 1.670 million-gallon credit to their sewer account. As a result of this adjustment, the revised bill would be \$8,387.60.

The overall adjustment is \$17,585.10 and policy requires approval from the Board prior to adjusting a customer’s account for more than \$5,000.

Mr. Dahl stated the customer complied with the requirements to repair the leak. He moved, seconded by Mr. Shull to approve the adjustment of \$17,585.10 to the Sun Shenandoah Acres RV, LLC account.

Vote was as follows:

Yeas:	Middleton, Gordon, Almarode, Dahl, Egeli, and Shull
Nays:	None

Motion approved.

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BOARD COMMENTS

Mr. Shull brought up an inquiry he had received concerning the Season’s Ridge subdivision and the sewer pump station there. Staff and the Board discussed some of the issues, then staff offered to provide additional details to Mr. Shull after the meeting.

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There being no further business, Mr. Gordon moved, seconded by Mr. Dahl to adjourn the meeting at 2:10 p.m.

Vote was as follows:

Yeas:	Middleton, Gordon, Almarode, Dahl, Egeli, and Shull
Nays:	None

Motion approved.

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Board Secretary

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Chairman