

Augusta Water

Regular Board Meeting, Thursday, January 18, 2024, 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  
Timothy Simmons, Pastures District  
Phil Martin, Executive Director  
Brent Canterbury, Treasurer  
Jean Marshall, Board Secretary  
Randall Perdue, Legal Counsel

ABSENT: Michael L. Shull, Riverheads 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. Martin requested the Agenda be revised to add Sourcewell Purchase of Kenworth Dump Truck after Item 12, with all other Items following subsequently.

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

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, Egeli, and Simmons
Nay:	None

Motion approved.

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#### APPROVAL OF MINUTES

Mr. Egeli moved, seconded by Mr. Gordon, to approve the Minutes of the Regular Board Meeting of December 21, 2023, which have been mailed to the members.

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, Egeli, and Simmons
Nay:	None

Motion approved.

# **29**

Regular Board Meeting, Thursday, January 18, 2024, at 1:30 p.m.

## **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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## **CLOSED SESSION**

Mr. Gordon moved, seconded by Mr. Egeli to convene in Closed Session pursuant to Virginia Code 2.2-3711.8 “Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, arising from surety company’s denial of Augusta Water claims.”

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, Egeli, and Simmons
Nay:	None

Motion approved.

*Note: Mr. Simmons left Closed Session before it concluded.*

*Note: Mr. Gordon was absent from the Board room during the motion to come out of closed session, as well as the motion to act on the discussion held in closed session.*

Mr. Almarode moved, seconded by Mr. Dahl to come out of closed session.

Vote was as follows:

Yea:	Middleton, Almarode, Dahl, and Egeli
Nay:	None
Absent:	Simmons and Gordon

Motion approved.

Mr. Egeli moved, seconded by Mr. Almarode to authorize Augusta Water staff and legal counsel to proceed along the lines discussed in closed session, including the filing of suit if necessary.

Vote was as follows:

Yea:	Middleton, Almarode, Dahl, and Egeli
Nay:	None
Absent:	Simmons and Gordon

Motion approved.

Board members were requested to certify only matters pursuant to Virginia Code §2.2-3711.8 were discussed. Members certifying were Middleton, Gordon, Almarode, Dahl, and Egeli.

Regular Board Meeting, Thursday, January 18, 2024, at 1:30 p.m.

### EXECUTIVE DIRECTOR'S HIGHLIGHTS

The Executive Director's Highlights were included in the Board packet and reviewed with the Board members. There were no questions or discussion by the Board members.

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### PROGRESS REPORT

The January Progress Report was included in the Board packet and reviewed with the Board members. There were no questions or discussion by Board members.

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### COMMITTEE REPORTS

The Personnel Committee met on January 12, 2024 to discuss the request from the Director of Treatment Operations to add a Compliance Technician position. The details of the request and the meeting will be discussed during the next Agenda Item.

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### REQUEST FOR NEW COMPLIANCE TECHNICIAN POSITION

Mr. Martin stated, currently, compliance issues for both the Water and Wastewater portions of our business are handled by our Compliance Manager, Kim Armentrout.

Ms. Armentrout oversees all regulatory reporting for Augusta Water's nine wastewater treatment plants and ten water systems, including our annual water quality reports. Treatment Operations staff has supplied a list of tasks which are currently performed by our Compliance Manager, but which are overwhelming her due to the sheer volume or complexity of the issue. Treatment Operations staff also supplied a list of tasks which will be new, or will see significant increases in the future.

The Director of Treatment Operations has requested the addition of a Compliance Technician position to assist the Compliance Manager in the existing and new duties. Both the Executive Director and Director of Human Resources support this request.

The Personnel Committee met on January 12, 2024 to discuss this request. The Committee supports the addition of this position.

Mr. Martin requested the Board approve the addition of one Compliance Technician position, to be classified as a Non-Exempt, Full-Time, Pay Grade 4.

Mr. Almarode moved, seconded by Mr. Dahl to approve the addition of one Compliance Technician position, to be classified as a Non-Exempt, Full-Time, Pay Grade 4.

# 31

Regular Board Meeting, Thursday, January 18, 2024, at 1:30 p.m.

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, and Egeli
Nays:	None
Absent:	Simmons

Motion approved.

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## AUGUSTA WATER EXCELLENCE AWARDS

Mr. Martin explained, in 2018, as part of an effort to recognize and reward Augusta Water employees for exceptional work that goes above and beyond their normal duties, Augusta Water Excellence Awards were developed. These honors are awarded twice a year covering multiple categories and include a \$200 monetary award, recognition to this Board and inclusion in the Augusta Water monthly newsletter.

For the last half of 2023 we received only one nomination and it was in the Interdepartmental Cooperation category.

**Interdepartmental Cooperation:** Jason Wheeler was nominated by Matt Morris for his work on the Cross Connection Control Program.

For approximately 2 ½ years Jason played a significant role in entering backflow preventer test reports into the Lucity database which tracks the status of containment backflow preventers throughout Augusta County. He was also responsible for sending out letters to customers notifying them of upcoming tests, as well as past-due tests for their backflow preventers. There was a notable backlog due to testing delays associated with COVID and resignation of the prior assigned Engineering technician. In the absence of having a dedicated Cross Connection Control Administrator, Jason helped to fill in a large portion of this role during the time period mentioned above. This was all in cooperation with the Engineering Department, which manages the Cross Connection Control Program.

At the January 9<sup>th</sup> Staff Meeting, Augusta Water's department directors agreed Jason Wheeler should receive the January 2024 Excellence Award for Interdepartmental Cooperation.

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## UPDATE ON 2024 VIRGINIA GENERAL ASSEMBLY

Mr. Martin reviewed bills being proposed during the 2024 Virginia General Assembly Legislative Session, as presented on PowerPoint, and which the Board members received a copy of. Mr. Martin stated, many of the bills being proposed were proposed and vetoed in previous years.

Mr. Martin will keep the Board updated on the status of the proposed bills.

**SOURCEWELL**

Mr. Martin stated, the approved FY-23 Capital Budget included \$135,000 for a Dump Truck to replace Unit 27. On September 16, 2022 Mr. Nick Pence with Truck Enterprises, Inc. (TEI) sent a letter to us quoting a price of \$134,780 for a 2024 Kenworth T380 with a Rhodes 11 ft. dump body. This was a quote under Sourcewell and the letter references Sourcewell contract number 060920-KTC. On September 22, 2022, PO No. 230024 was issued to TEI for \$134,780. Expected lead time was listed as June of 2023.

On January 10, 2024, Mr. Pence sent another letter to Staff quoting a price of \$146,119 for the same 2024 Kenworth T380 with a Rhodes 11 ft. dump body. This quote also references Sourcewell's contract pricing under contract number 060920-KTC.

Mr. Pence has notified staff the truck is in their possession and is ready to be picked up. When questioned about the discrepancy in the price, Mr. Pence stated Rhodes had not honored the previous pricing given to TEI, so they were passing the increase along to Augusta Water. When staff pointed out a valid Purchase Order was in place, as well as an original quote from TEI, Mr. Pence stated Augusta Water was not required to take possession of the truck.

Staff has contacted Sourcewell asking for intervention, but the initial response was negative. The issue has been referred to another party within Sourcewell and a meeting is scheduled for January 19, 2024.

Given the continued and increasing need for this dump truck, and given the extreme lead time, staff completely believes beginning the procurement process over would result in additional delays, and would not guarantee a result of a lower cost. Staff requests approval of \$11,119 in additional funding and authorization to negotiate as low a price as possible, not to exceed a total of \$146,119.

Mr. Egeli moved, seconded by Mr. Gordon to approve the additional funding for the purchase of the 2024 Kenworth T380 truck with a Rhodes 11 ft. dump body, in the amount of \$11,119, and to authorize Staff to negotiate as low a price as possible, not to exceed \$146,119.

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, and Egeli
Nay:	None
Absent:	Simmons

Motion approved.

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**BOARD COMMENTS**

Mr. Almarode thanked all Augusta Water staff for their continued dedication and hard work.

# **33**

Regular Board Meeting, Thursday, January 18, 2024, at 1:30 p.m.

## **ADJOURNMENT**

There being no further business, Mr. Gordon moved, seconded by Mr. Egeli to adjourn the meeting at 3:29 p.m.

Vote was as follows:

Yea:	Middleton, Gordon, Almarode, Dahl, and Egeli
Nays:	None
Absent:	Simmons

Motion approved.

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Board Secretary

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Chairman