

# **AMHERST COUNTY SERVICE AUTHORITY BOARD**

## **MINUTES**

AGENDA  
April 3, 2018

Administration Building - 153 Washington Street - Public Meeting Room  
Amherst, Virginia 24521  
11:00 a.m.

- I. Call to Order**
- II. Citizen Comment**
- III. Approval of Agenda**
- IV. Approval of Minutes**
  - A. Minutes – March 6, 2018**
- V. Monthly Financial Report**
  - A. February 2018 Monthly Financial Report**
- VI. Old Business**
  - A. Director's Report**
- VII. New Business**
  - A. Sanitary Sewer Extensions Into Previously Developed Areas**
  - B. Central Virginia Training Center Water Infrastructure**
  - C. Assistant Director of Public Utilities Position**
- VIII. Matters from Members of Board of Supervisors**
- IX. Adjournment**

## **MINUTES**

At a Regular Meeting of the Amherst County Service Authority Board and held at the Amherst County Administration building thereof on Tuesday, the 3<sup>rd</sup> day of April, 2018, at 11:00 a.m., the following members were present:

Water:	Sales	+7.0% (up from +2.4% reported last month)
	Water revenues	+8.2% (up from -3.4% reported last month)
	New connections	+16.7% (5 new connections)
Sewer:	Sales	-10.1% (down from +2.8% reported last month)
	Sewer revenues	-1.4% (up from -11.4% reported last month)
	New connections	+95% (4 new connections)

Water & Sales	+3.5% (up from 2.5% reported last month)
Sewer W&S Revenues	+6.2% (up from -5.2% reported last month)
All revenues	+6.2% (up from -5.1% reported last month)
New service connections	Pg. 2 Total of 9 new water & sewer connections Pg. 6 YTD 2018 11 new W&S connections same as total for all of 2017 over 1/2 of last 5 years' annual average Pg. 7 No. 12 promising - 8 new W&S services Pg. 8 Nos. 21-24, all in February, one done

Director Hopkins remarked that, compared to last month, water sales and total revenue were positive, and wastewater sales and total revenue were much improved. He reported on an eight-unit building project with new water and sewer connections expected to break ground in July, and recently received a new subdivision plat for development of eight new homes with new water connections near the Ridge Street area.

## **VI. Old Business**

### **A. Director's Report**

Director Hopkins provided the Board with the following updates:

1. Proposed new DEQ regulations for sewage treatment plant discharges:
  - Senate Bill and House Bill cited last month passed, awaiting governor's signature;
  - both require phased implementation of new rules (more time);
  - both require state funding assistance (more money);
  - both deleted prior approval by all other states in EPA Regions 3 and 4 before DEQ implementation.
2. Real estate purchases for Graham Creek and reservoir source water protection:
  - larger lot purchase delayed by seller desire to ensure land protection from development or tree cutting, should close in April;
  - smaller lot seller has never gotten back to the Director about plans.
3. Rainfall: Normal average precipitation thru March = 9.6"  
Thru February, central VA = 10.5" and much more in March
4. James River Bank Stabilization Project:
  - Biddability/Constructability/Operability/Environmental/Sustainability review done; review comments meeting before early April;
  - Corps of Engineers "Industry Day" for pre-advertisement of project to determine contractors' interest scheduled for April 6. ACSA and H&P have notified all ACSA approved contractors;
  - still on schedule for project completion in 2018.
5. CVTC concerns about sewer bills:
  - H&P temporary flow meters for sewer repair work showed a major flow increase with the rains of February, corroborating ACSA contention that the sewers still have problems prohibiting inflow and infiltration of groundwater and stormwater, resulting in high sewer bills to CVTC

Director Hopkins reported he has not received any information back from the Jacksons regarding their water connection on Salt Creek Road.

## **VII. New Business**

### **A. Sanitary Sewer Extensions Into Previously Developed Areas**

Director Hopkins reported on the Lakeview Drive private sewer and advised ACSA maintains that sewer several times a year to prevent or address annual sewage overflows. Mr. Hopkins advised he is unaware who owns that sewer and would like to begin work to take it off line. The plan is to replace the pump station with a gravity sewer which will be tied into ACSA's current system and immediately pick up 8 current ACSA sewer customers and eventually connect another 30 – 35 lots when existing drainfields fail.

### **B. Central Virginia Training Center Water Infrastructure**

Director Hopkins provided the Board with the following progress report regarding the CVTC water infrastructure:

Problems:	ACSA - no redundancy in water supply if the water plant fails County - difficulty in marketing CVTC site after closure VC trailer park – to possibly close with CVTC closing, due to no water City - loss of water revenue
Solution:	Use CVTC water supply from City Replace old CVTC campus lines from CVTC supply line to Lee Replace old CVTC campus lines from CVTC supply line to ACSA Replace ACSA line along Colony Rd to 12" main along Rte. 210
Funding:	ACSA asset management water fund City - will want to retain water revenue Lee - will want to keep trailer park open State and federal governments - funding this project would be a drop in the bucket compared to addressing a system failure

Director Hopkins discussed with the Board the issue of the water supply to the trailer park when CVTC closes and the possibility of the City of Lynchburg being amenable to providing a water interconnection.

### **C. Assistant Director of Public Utilities Position**

Director Hopkins advised the Board regarding the future funding for filling this position. He said he did not want to hire someone until he evaluates his needs and may hire either a biologist or an engineer. Mr. Hopkins said he anticipates finding a candidate to fill that position in 2020.

In the interim, Director Hopkins said that he is budgeting the money for that position to put into asset management for replacement of aging water and sewer lines.

Chair Tucker reiterated that the money would then be diverted back to fill the assistant director's position.

## **VIII. Matters from the Members of the Service Authority Board**

Chair Tucker asked Director Hopkins what the process was when potential businesses contact the Service Authority to obtain information regarding rates and fees. Director Hopkins advised that his office addresses all inquiries and provides rates and fees, with most of them directed to him, as well as advising the County Administrator and EDA Director of the business inquiry.

Supervisor Ayers commented on CVTC and asked if this was still on schedule for closure. County Administrator Rodgers reported it was and we are now waiting to see if the legislature is going fund any money for the CVTC closure, and who will be responsible for what tasks. He said the question is how much of the facility it will remain open, however, believed that the newest section will remain open.

Supervisor Moore had no matter to discuss.

Supervisor Campbell had no matter to discuss.

Supervisor Pugh has no matter to discuss.

### **IX. Adjournment**

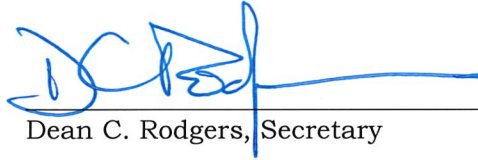
By motion of Supervisor Pugh and with the following vote, the Board adjourned at 11:33 a.m.

AYE:	Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore
NAY:	None
ABSTAIN:	None



---

Claudia D. Tucker, Chair  
Amherst County Service Authority Board



---

Dean C. Rodgers, Secretary