

## **AMHERST COUNTY SERVICE AUTHORITY BOARD**

### **MINUTES**

AGENDA  
November 7, 2017

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

- I. Call to Order**
- II. Approval of Agenda**
- III. Citizen Comment**
- IV. Approval of Minutes**
  - A. October 3, 2017
- V. Monthly Financial Report**
  - A. September Monthly Financial Report
- VI. New Business**
  - A. Pollinator Strip Buffers
  - B. Calendar Year 2018 Budget
- VII. Matters from the Members of the Service Authority Board**
- VIII. 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 7<sup>th</sup> day of November, 2017, at 11:00 a.m., the following members were present:

SERVICE AUTHORITY BOARD:

PRESENT: Claudia D. Tucker, Chair  
David W. Pugh, Jr., Vice-Chair  
L. J. Ayers, III, Supervisor  
Kenneth M. Campbell, Supervisor  
John A. Marks, Jr., Supervisor

ABSENT: None

STAFF PRESENT: Authority Secretary Dean C. Rodgers; Authority Deputy Secretary David R. Proffitt; Director of Public Utilities Robert A. Hopkins; Interim County Attorney Michael W. S. Lockaby; and Executive Administrative Assistant Regina M. Rice

**I. Call to Order**

Chair Tucker called the Amherst Service Authority meeting to order at 11:02 a.m.

**II. Approval of Agenda**

By motion of Supervisor Ayers and with the following vote, the Board approved the Agenda for October 3, 2017.

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

**III. Citizen Comment**

There was no public comment.

**IV. Approval of Minutes**

A. October 3, 2017

By motion of Vice-Chair Pugh and with the following vote, the Board approved the Minutes for October 3, 2017.

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

**V. Monthly Financial Report**

A. September - Monthly Financial Report

Public Utilities Director Hopkins provided the Board with an overview of the September 2017 monthly financial report. In brief, Mr. Hopkins provided the following comparison of 2017 year-to-date figures to relative 2016 year-to-date figures:

Water sales	+ 1.6%
Total water revenues	- 0.4% *
Wastewater sales	+13.2%
Total wastewater revs.	+ 7.8%
Water & sewer sales	+ 4.6%
Water & sewer revenues	+ 2.0%

**Total revenues + 2.1% \*\***

\* Due to low rate of 2017 development, resulting in \$54,256 less in water tapping fees. With 2016 development, water revenues would be +1.9%.

\*\* 75% of the way thru 2017, total revenues are 79.2% of \$4,427,569 budget, which included a projected reduction in water/wastewater revenues from the Central Virginia Training Center phased shutdown.

## **VI. New Business**

### **A. Pollinator Strip Buffers**

Public Utilities Director Hopkins requested that the Board approve use of ACSA funding for a new Best Management Practice for the Amherst County Tree Program: pollinator strip buffers. This addition would encourage landowners to participate in the program by promoting habitat for pollinating insects and birds, as well as enhancing water quality protection. Anne Marie Roberts, Amherst Watershed Coordinator with the Robert E. Lee Soil & Water Conservation District, has submitted a request to fund the addition within the current ACSA local cost-sharing incentive contribution (no additional ACSA contribution to the program).

By motion of Supervisor Marks and with the following vote, the Board approved the addition of "pollinator strip buffers" to the list of eligible practices that can be funded using ASCA's annual local Best Management Practices cost-share incentive contribution.

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

### **B. Calendar Year 2018 Budget**

Public Utilities Director Hopkins presented the proposed Calendar Year 2018 ACSA Budget.

The Board had several questions regarding the impact on the Service Authority with the closing of the Central Virginia Training Center and the water and wastewater revenues projections of a 30% reduction for the next 3 years.

The Board also inquired about any upcoming projects that are proposed. Specifically, Supervisor Marks asked about the joint County-ACSA annual funding of sanitary sewer extensions into previously developed area. Mr. Hopkins replied that staff is working on planning and easements acquisition for the first such project, which is planned for 2018 in the area of Lakeview near the American Legion Hall.

Chair Tucker asked Mr. Hopkins to address the upgrades needed for the Phelps Road School project and asked if this was addressed in the ACSA's budget. Mr. Hopkins advised it was not addressed in the proposed ACSA 2018 budget, because of the project timeline (the upgrades and service connections would not be needed until 2019 at the earliest), but said he understood the County was taking care of the upgrades at a cost of \$400,000.

By motion of Supervisor Campbell and with the following vote, the Board adopted the ACSA Calendar Year 2018 Budget for implementation January 1, 2018.

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

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

Supervisor Marks had no matter to discuss.

Supervisor Campbell had no matter to discuss.

Supervisor Ayers had no matter to discuss.

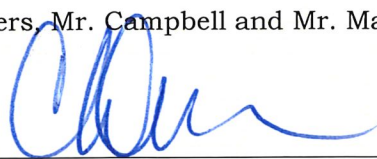
Vice-Chair Pugh had no matter to discuss.

Chair Tucker had no matter to discuss.

**VIII. Adjournment**

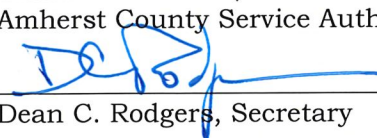
By motion of Supervisor Marks and with the following vote, the Board adjourned at 11:15 a.m.

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



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Claudia D. Tucker, Chair  
Amherst County Service Authority Board



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Dean C. Rodgers, Secretary