

AT A MEETING OF THE ROCKBRIDGE COUNTY PUBLIC SERVICE AUTHORITY
HELD ON TUESDAY, JANUARY 11, 2022, AT 5:00 P.M. IN THE COUNTY
ADMINISTRATIVE EXTENSION OFFICE MEETING ROOM

PRESENT: MEMBERS: RICK MAST, JAY MELVIN, DAVID RENALDS,
AND DAVID HINTY
EXECUTIVE DIRECTOR: MELISSA ALEXANDER
ABSENT: GRIGG MULLEN

Vice Chair Mast called the meeting to order and introduced the first order of business, which was the election of officers. Vice Chair Mast asked for nominations. Mrs. Alexander informed the board that Mr. Hinty was stepping down as a member of the board. The Board of Supervisors has appointed Mr. David McDaniel to fill the remainder of his unexpired term. Mr. Melvin, Mr. Mast and Mr. Renalds all expressed their appreciation to Mr. Hinty for his many years of service to the board. Mr. Hinty thanked them. Mr. Hinty moved to nominate Dr. Mullen to continue as Chair. Mr. Melvin seconded the motion, and with no other nominations, the members voted unanimously to elect Dr. Mullen to another term as Chair. Mr. Hinty moved to nominate Mr. Mast as Vice-Chair. Mr. Renalds seconded the motion, and with no other nominations, the members voted unanimously to elect Mr. Mast as Vice-Chair. Mr. Hinty moved to nominate Mr. Melvin to continue as Treasurer. Mr. Renalds seconded the motion and with no other nominations, the members voted unanimously to elect Mr. Melvin to another term as Treasurer. Mr. Renalds moved to nominate Mrs. Alexander to continue as Secretary. Mr. Melvin seconded the motion, and with no other nominations, the members voted unanimously to elect Mrs. Alexander to another term as Secretary.

Vice Chair Mast introduced the next item of business, which was the review of the minutes from the December 14, 2021, meeting. Mrs. Alexander informed the board that they had all been supplied with a revised set of minutes. After the board packet went out, staff discovered several small grammatical errors that are corrected in the provided set. Mr. Hinty made a motion, seconded by Mr. Renalds, to approve the minutes as revised. The vote was unanimous.

The next item of business was the review of the bills for January. Mrs. Alexander presented the updated bills list to account for bills received since the original list was sent, a copy of which was provided to each member and made available to the public. She also mentioned that there were enough funds to pay the Raphine/Fairfield debt service without having to borrow

any funds from Rockbridge County. On motion of Mr. Melvin, seconded by Mr. Renalds, the board unanimously approved the payments shown on the final bills list for \$525,771.10 and customer deposits in the amount of \$762.61.

Vice Chair Mast then moved to the monthly and quarterly financial reports. The board had no comments on the financial reports presented.

Vice Chair Mast asked Mrs. Alexander to give the Director's Report. Mrs. Alexander began with a summary of the current procurement items being handled in the office. First, the dump truck bid opening is scheduled for this Thursday. The sliplining bid is nearing completion for posting. The 8-ton trailer is waiting on axels to arrive. The 12-ton trailer was submitted to Mr. Renalds for review and once his suggestions are incorporated will be posted. Mrs. Alexander asked Mr. Renalds for a suggestion on a time frame for delivery given the current supply issues. It was decided to put the end of December 2022, as the deadline.

The next Directors Report item was a pump failure in the Long Hollow system. Over the past weekend, the pumps failed and SCADA did not notify personnel of the failure. Several customers were temporarily without water, as a result. Mr. Black called an electrician to assist with the pump issues. The electrician reset the variable feed drive. Since then, the pumps have failed again. The electrician thinks it could be due to disruptions in the electricity delivered to the pump station. So, Mr. Black reached out to Dominion Power, who after investigation, is ordering a data logger to look at the usage and comparing the dates of the failures to the substation logs. Sunapsys has been contacted to look at the issue, as well.

The next item was the Raphine VDOT water issue. VDOT is working on work at the interchange exits in Raphine. The contractor found running water and it was believed to be a PSA leak. Staff installed a bypass meter, hired an outside contractor to assist in locating a leak and stopped filling the line to see if the water stopped. The final idea to rule out a leak is to do a leak test, which is scheduled for later this week. Mr. Hinty stated that there are a lot of springs in that area.

Mrs. Alexander ended the Directors Report with the South River Fire Department fire hydrant installation. Mrs. Alexander explained that the water main had been tapped by Core and Main. Staff then had to install a couple joints of pipe to get the fire hydrant in the agreed upon location. While digging, staff pulled a fiber line with the backhoe bucket. Mrs. Alexander distributed several photos taken showing the hole, the Miss Utility markings and the fiber line. The Miss Utility markings were old and staff did not call in a new ticket for this dig. Based on

the previous markings, there were no utilities in the work area. RANA has contacted Mrs. Alexander and has stated that, to date, their expenses are \$30,000-\$50,000 and there will be expenses from both BARC and a third company that uses the fiber line. Staff has reached out to Miss Utility for additional information and have notified our insurance company. The insurance company asked for additional information and informed us that they would review it and assist us through this process. Mr. Renalds stated that there were multiple crews on site. Mr. Hinty explained how Miss Utility requests are handled with Dominion Power. Mrs. Alexander will review the current procedure and revise to ensure this will not happen again.

With no Unfinished Business or New Business, Vice Chair Mast asked for Public Comments. None were received.

Vice Chair Mast then asked for board member comments. Vice Chair Mast thanked Mr. Hinty for his service.

With no further matters, the meeting was adjourned until Tuesday, February 8, 2022, at 5:00 p.m., subject to the call of the Chair.

Respectfully submitted,

Secretary

Approved by

Vice Chair