

AT A MEETING OF THE ROCKBRIDGE COUNTY PUBLIC SERVICE AUTHORITY
HELD ON TUESDAY, FEBRUARY 11, 2020, AT 5:00 P.M. IN THE COUNTY
ADMINISTRATIVE EXTENSION OFFICE MEETING ROOM

PRESENT: MEMBERS: GRIGG MULLEN, RICK MAST, DAVID HINTY,
DAVID RENALDS AND JAY MELVIN
EXECUTIVE DIRECTOR: MELISSA ALEXANDER
ABSENT: NONE

Chair Mullen introduced the first order of business, which was the review of the minutes from the January 14, 2020, meeting. With no comments, Mr. Renalds made a motion, seconded by Mr. Mast to approve the minutes, as presented. The vote was unanimous.

The next item of New Business was the review of the bills for February. 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. On motion of Mr. Melvin, seconded by Mr. Hinty, the board unanimously approved the payments shown on the revised bills list for \$128,737.60, Rural Development 16" Transmission Main Loan payment of \$6,410.00, Rural Development Long Hollow Loan payment of \$2,224.00 and the refund of customer deposits in the amount of \$973.12.

Chair Mullen then moved to the monthly financial reports. The board had no comments on the financial reports presented.

Chair Mullen asked Mrs. Alexander to give the Director's Report. She began by explaining some new services being offered by Paymentus Corporation which handles our online and phone payments. She has scheduled a meeting with the representative to look into the new offerings to see if they will be a good fit for the PSA and customers. The new offerings will not require any changes to the contract and staff will promote the new offerings on the bills, website and in the office.

The next Directors Report item was the removal of the Route 251 water tank. Staff has contacted Mr. Southers for a preliminary cost estimate. Once we receive that cost, staff will either work to obtain 3 quotes or begin the bid process. Mr. Renalds stated that he spoke with Mr. Southers and that it will be very difficult to get a tractor trailer through the easement and that anyone that bids or quotes should be required to visit the site to fully understand the situation. Mrs. Alexander and Mr. Hinty noted that the current property owner is willing to work with the PSA regarding access to the tank.

The next item was an inquiry regarding the Natural Bridge State Park water and sewer systems. Spencer Suter, County Administrator, was asked by the park for information on another entity running the water and sewer facilities. Mr. Suter has asked Mrs. Alexander if the PSA would be interested. Mrs. Alexander gave a brief summary of the water and sewer facilities based on a tour of the system she took in 2013. She explained that the PSA does not have anyone with a sewer operators license; since, the PSA does not operate a plant. Mr. Hinty explained that the electric is also private on the park and hotel property. Mr. Mast asked about the cost to extend services. Mrs. Alexander stated that she was not sure but that she had passed the latest estimates to the state park for budgeting purposes. She also explained the previous projects the PSA began to extend the water at the request of previous owners of the property. The projects were never completed because the owner decided to go a different route with the water system.

Mrs. Alexander presented the next item in the Directors Report, health insurance potential changes. Mrs. Alexander attended a meeting held by county about some potential changes for next fiscal year. The county has hired a consultant to assist with procuring health insurance. Mrs. Alexander gave a brief overview of the changes. The biggest purposed change to employees is the potential for requiring a contribution from the employee. Currently, the PSA pays the entire cost for the employee. If the employee choses a plan with a dependent, the employee pays the difference. The contribution would be pre-tax. The board requested Mrs. Alexander keep them posted on any changes going forward.

The next item in the Director's Report was the SCADA upgrade. Sunapsys began the install last week. They ran into an issue late in the day with the router and will return next week to continue the install. Mrs. Alexander is planning on having the internet provider on site for the next install date. Mr. Hinty suggested looking into switching to cellular for controlling the pumps.

Mrs. Alexander reported that Steve Hart, a professor at VMI, had approached her for information on the Route 60 project. He is looking at using it as an example on how infrastructure is expanded and how it is paid for. If he decides to use it, he has requested Mrs. Alexander speak to his class later in the Spring.

Mrs. Alexander is still working on getting a meeting scheduled with the MSA and Devils Backbone to discuss the stormwater and bad beer dumping.

Mrs. Alexander stated the final item on the Director's list was the purchase of the dump truck. The low bid received was \$95,916 from Excel Truck Group. Staff has placed the order and it is scheduled to arrive by June 30th. Mr. Renalds asked to see the specifications and Mrs. Alexander provided the bid document to him. Mr. Hinty suggested Mr. Renalds join him on the committee to assist in the procurement of large equipment. Mr. Renalds agreed and Chair Mullen made the appointment official.

Chair Mullen moved to the first item of Unfinished Business, the Rt. 60 Sewer Project. Mrs. Alexander explained that the project is currently waiting on approval by the Rockbridge County Board of Supervisors (BOS) regarding the supplemental funding required. She explained that the bids came in at \$1.283 million over the bond amount. At the January 27th, work session, Mrs. Alexander and Jess Littlejohn attended and explained why the bids came in higher than expected. The board then directed their staff to look into funding options. At the February 10th BOS meeting, the funding options were presented. The board could either borrow the funds or fund it from reserves. If they chose to borrow the funds, they would also incur approximately \$400,000 in interest and up to \$90,000 in bond issuance costs. The BOS chose to fund it from reserves. The county attorney is working on a support agreement for the February 24th meeting. It will stipulate that the bond funds be spent first. The agreement will also need to be approved by the PSA board at the next meeting. The contractor, E.C. Pace, has formally extended the price for an additional 30 days. Mrs. Alexander and Jordan Combs have not had a chance to meet regarding the water cost sharing on some of the line work and appurtenances.

The next item of Unfinished Business was the Long Hollow Progress. The final pay request for Littleton and Associates, Inc was in this month's bills list. During this month we will work through the final items needed by Rural Development so that we can pay the retainage at the next meeting. The engineer sent a letter denying several change orders requested by Atkins Excavating. Mr. Atkins has requested a meeting to discuss them.

Chair Mullen moved to New Business, the board approval of the fiscal year 2019 audit, which was supplied in the board packet. On motion of Mr. Melvin, seconded by Mr. Mast, the board unanimously approved the fiscal year 2019 audit as presented.

Chair Mullen asked for Public Comments. Jess Littlejohn inquired about awarding the Rt. 60 contract and the MSA's approval of the project. Mrs. Alexander explained that Mr. Combs, MSA Director, had told her that the board approved the project and was funding it out of

reserves and that the board had previously granted Mrs. Alexander the authority to award the contract contingent upon the BOS approval.

Chair Mullen asked for Board Member comments. Mr. Renalds commented that he had reviewed the dump truck specifications and that staff had chosen a good truck.

With no further matters, the meeting was adjourned until Tuesday, March 10, 2020, at 5:00 p.m., subject to the call of the Chair.

Respectfully submitted,

Secretary

Approved by _____
Chair

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