





**Washington County Service Authority Board of Commissioners**  
**March 22, 2021 Regular Board Meeting Minutes**


<b>Agenda Item: 1</b>  COMMUNICATION	Call the Meeting to Order
<b>Discussion:</b>	None
<b>Presenter(s):</b>	Chairman
<b>End Time:</b>	6:02 pm


<b>Agenda Item: 2</b>  COMMUNICATION	Roll Call
<b>Presenter(s):</b>	Chairman
<b>Present:</b>	Mr. Thayer, Mr. D. Miller, Mr. Campbell, Mr. Orfield, Mrs. C. Miller and Mr. Hutchinson
<b>Absent:</b>	Mr. Taylor
<b>End Time:</b>	6:02 pm


<b>Agenda Item: 3</b>  COMMUNICATION	Prayer and Pledge of Allegiance
<b>Presenter(s):</b>	Mr. Thayer
<b>Beginning Time:</b>	6:03 pm
<b>End Time:</b>	6:03 pm

<b>Agenda Item: 4</b>  COMMUNICATION	Approval of the Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	6:04 pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>Discussion:</b>	None
<b>On the Record:</b>	None
<b>Actual Motion:</b>	Approve the Agenda as presented.
<b>Motion By:</b>	Mr. D. Miller
	Mr. Hutchinson
<b>Voting:</b>	
<b>Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	6:04 pm

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<b>Agenda Item: 5</b>  <b>COMMUNICATION</b>	Public Query and Comment
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	6:04 pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>Speakers:</b>	None
<b>Discussion:</b>	None
<b>Actual Motion:</b>	None
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting:</b>	<b>Ayes:</b>
	<b>Nays:</b>
	<b>Abstain:</b>
<b>End Time:</b>	6:04 pm


<b>Agenda Item: 6</b>  <b>COMMUNICATION</b>	Consideration of Fiscal Year-End June 30, 2020 Audit
<b>Presenter(s):</b>	Ms. Emily Viers
<b>Beginning Time:</b>	6:04 pm
<b>Potential Conflict(s) of Interest and Abstention s):</b>	None
<b>Discussion:</b>	Mrs. Viers of Robinson, Farmer & Cox discussed the findings of the 2020 audit.
<b>On the Record:</b>	None
<b>Actual Motion:</b>	None
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting:</b>	<b>Ayes:</b>
	<b>Nays:</b>
	<b>Abstain:</b>
<b>End Time:</b>	6:17 pm

<b>Agenda Item: 7</b>  <b>COMMUNICATION</b>	Approval of the Consent Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	6:17 pm

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<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	None	
<b>On the Record:</b>	None	
<b>Actual Motion:</b>	Approve the Consent Agenda	
<b>Motion By:</b>	Mrs. C. Miller	
<b>Second By:</b>	Mr. Thayer	
<b>Voting:</b>	<b>Ayes:</b> 6	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 0	
<b>End Time:</b>	6:18 pm	


<b>Agenda Item: 8</b>  <b>COMMUNICATION</b>	Consideration of Check # 048171 to Food City for \$79.98	
<b>Presenter(s):</b>	Chairman	
<b>Beginning Time:</b>	6:18 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	Mr. Orfield as he is an employee by Food City.	
<b>Background:</b>	None	
<b>Discussion:</b>	None	
<b>On the Record:</b>	Mr. Orfield abstained for discussions or voting on this item as employed by Food City.	
<b>Actual Motion:</b>	Approve Check # 048171 to Food City for \$79.98	
<b>Motion By:</b>	Mr. Hutchinson	
<b>Second By:</b>	Mr. Thayer	
<b>Voting:</b>	<b>Ayes:</b> 5	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 1 (Mr. Orfield)	
<b>End Time:</b>	6:19 pm	


<b>Agenda Item: 9</b>  <b>COMMUNICATION</b>	Legal Counsel Report and Update	
<b>Presenter(s):</b>	Thomas Dene	
<b>Beginning Time:</b>	6:19 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	Mr. Dene had no report for Open Session.	
<b>Actual Motion:</b>	None	



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<b>Motion By:</b>		
<b>Second By:</b>		
<b>Voting:</b>	<b>Ayes:</b>	
	<b>Nays:</b>	
	<b>Abstain:</b>	
<b>End Time:</b>	6:19 pm	

<b>Agenda Item: 10</b>  COMMUNICATION	General Manager Report and Update	
<b>Presenter(s):</b>	Robbie Cornett	
<b>Beginning Time:</b>	6:19 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	Mr. Cornett reported on: <ul style="list-style-type: none"> <li>• Introduced Mr. Rusty Little, WCSA Controller</li> <li>• Status on the search for a Human Resources Manager</li> <li>• Accounting Road-Mapping Process</li> <li>• Virginia Tech Credit Core Appraisal Program</li> <li>• Property/Vehicle Workers Comp Policy Options and (24:30)</li> <li>• A customer's concern to reopen the lobby</li> </ul>	
<b>On the Record:</b>	None	
<b>Actual Motion:</b>	None	
<b>Motion By:</b>		
<b>Second By:</b>		
<b>Voting:</b>	<b>Ayes:</b>	
	<b>Nays:</b>	
	<b>Abstain:</b>	
<b>End Time:</b>	6:32 pm	


<b>Agenda Item: 11</b>  COMMUNICATION	Operations Manager Report and Update	
<b>Presenter(s):</b>	Dave Cheek and Drew Langston	
<b>Beginning Time:</b>	6:32 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>		
<b>Discussion:</b>	Mr. Cheek and Mr. Langston reviewed the attached Operations Report.	
<b>On the Record:</b>	None	
<b>Actual Motion:</b>	None	

**Washington County Service Authority Board of Commissioners**  
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<b>Motion By:</b>		
<b>Second By:</b>		
<b>Voting:</b>	<b>Ayes:</b>	
	<b>Nays:</b>	
	<b>Abstain:</b>	
<b>End Time:</b>	6:53 pm	

<b>Agenda Item: 12</b> 	Engineering Report / Construction Projects Update	
<b>Presenter(s):</b>	Ryan Kiser	
<b>Beginning Time:</b>	6:53 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	<p>Mr. Kiser updated the Board on the following projects:</p> <ul style="list-style-type: none"> <li>• Hidden Valley Road Phase II Project</li> <li>• Abingdon Water Storage Tank Project</li> <li>• Galvanized Line Phase III Project</li> <li>• Waterline Extension Projects (7)</li> <li>• Mendota Road and Mary's Chapel Road Projects reapply for funding with VDH</li> <li>• Mill Creek Contact tanks replacement</li> <li>• Lee Highway Sewer Corridor Project</li> <li>• Private Development Projects; Whitley and Katclo Subdivision (1:01)</li> </ul>	
<b>On the Record:</b>	<p>Mr. Kiser asked the Board to consider allowing WCSA to reapply for funding for the Mendota Road and Mary's Chapel Road Projects.</p> <p>Mr. Hutchinson was contacted by Karen Copenhaver of 24431 Briscoe Dr. Bristol, VA asking when sewer would be offered to customers in her subdivision. Mr. Kiser will reach out to Ms. Copenhaver.</p>	
<b>Actual Motion:</b>	Motion to reapply for funding from VDH and other sources for the Mendota Road and Mary's Chapel Road Projects.	
<b>Motion By:</b>	Mr. D. Miller	
<b>Second By:</b>	Mr. Orfield	
<b>Voting:</b>	<b>Ayes:</b>	6
	<b>Nays:</b>	0
	<b>Abstain:</b>	0
<b>End Time:</b>	7:14 pm	

**Washington County Service Authority Board of Commissioners  
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<b>Agenda Item: 13</b>  <b>COMMUNICATION</b>	Closed Meeting	
<b>Presenter(s):</b>	Commissioner	
<b>Beginning Time:</b>	7:14 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Background:</b>	None	
<b>Discussion:</b>	None	
<b>On the Record:</b>	None	
<b>Actual Motion:</b>	Motion to Adjourn to Closed Meeting	
<b>Motion By:</b>	Mr. D. Miller	
<b>Second By:</b>	Mr. Thayer	
<b>Voting:</b>	<b>Ayes:</b> 6	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 0	
<b>End Time:</b>	7:15 pm	


**WASHINGTON COUNTY SERVICE AUTHORITY  
BOARD OF COMMISSIONERS  
Closed Meeting March 22, 2021**

Mr. D. Miller moved that the Board of Commissioners of the Washington County Service Authority adjourn to Closed Meeting in accordance with the Virginia Freedom of Information Act for consultation with legal counsel retained by the Washington County Service Authority regarding specific legal matters requiring the provision of legal advice by such counsel, and specifically involving the terms and conditions of possible finding agreement or agreements for the Lee Highway Corridor Sewer Project, pursuant to Section 2.2-3711(A)(8) of the 1950 Code of Virginia, as amended.

In addition to the Board of Commissioners the presence of Thomas Dene, WCSA General Counsel, and Robbie Cornett, WCSA General Manager, is requested.

Second: Mr. Thayer.

Board Vote: 6-0.

<b>Agenda Item: 14</b>  <b>COMMUNICATION</b>	Return to Open Meeting	
<b>Presenter(s):</b>	Commissioner	
<b>Beginning Time:</b>	8:16 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>		
<b>Background:</b>		
<b>Discussion:</b>		
<b>On the Record:</b>		
<b>Actual Motion:</b>	Return to Open Session	



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<b>Motion By:</b>	Mr. D. Miller
<b>Second By:</b>	Mr. Thayer
<b>Voting:</b>	
<b>Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	8:18 pm


**Return to Public Meeting**

Mr. D Miller moved that the Board return to Open Session.  
Second: Mr. Thayer.  
Board Vote: 6-0.


**Certification of Closed Meeting**


Mr. D. Miller moved that the Board adopt the following resolution:  
Whereas, the Board of Commissioners of the Washington County Service Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; And  
Whereas, Section 2.2-3712 Paragraph D of the Code of Virginia requires a certification by this Authority that such Closed Meeting was conducted in conformity with Virginia law; And  
Now, therefore, be it resolved that the Board of Commissioners of the Washington County Service Authority hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

AYE by Mr. Thayer, Mr. D. Miller, Mr. Campbell, Mr. Orfield. Mrs. C. Miller and Mr. Hutchinson.

<b>Agenda Item: 15</b>  <b>COMMUNICATION</b>	Late Items
<b>Presenter(s):</b>	Commissioner / General Manager
<b>Beginning Time:</b>	8:19 pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>Discussion:</b>	Appoint Rusty Little, WCSA Controller, to the office of Treasurer
<b>On the Record:</b>	
<b>Actual Motion:</b>	Approve the appointment of Rusty Little as Treasurer
<b>Motion By:</b>	Mr. Hutchinson
<b>Second By:</b>	Mrs. C. Miller
<b>Voting:</b>	
<b>Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	8:19 pm


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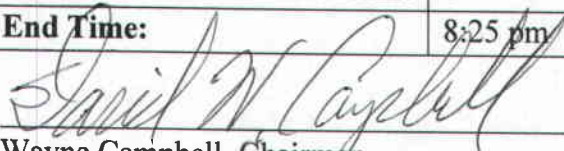
<b>Agenda Item: 15</b>  <b>COMMUNICATION</b>	Late Items	
<b>Presenter(s):</b>	Commissioner / General Manager	
<b>Beginning Time:</b>	8:20 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	Mr. Cornett read the attached Resolution Authorizing Officers to Take Certain Actions with The First Bank and Trust Company.	
<b>On the Record:</b>		
<b>Actual Motion:</b>	Approve Attached Resolution	
<b>Motion By:</b>	Mr. Thayer	
<b>Second By:</b>	Mr. D. Miller	
<b>Voting:</b>	<b>Ayes:</b> 6	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 0	
<b>End Time:</b>	8:22 pm	

<b>Agenda Item: 15</b>  <b>COMMUNICATION</b>	Late Items	
<b>Presenter(s):</b>	Commissioner / General Manager	
<b>Beginning Time:</b>	8:22 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	Mr. Cornett asked the Board's consideration to authorize the advertisement of construction bids for the Mill Creek Regional Water Treatment Plant's chlorine contact tanks.	
<b>On the Record:</b>		
<b>Actual Motion:</b>	Approve the advertisement of construction bids for the Mill Creek Regional Water Treatment Plant's chlorine contact tanks.	
<b>Motion By:</b>	Mr. Orfield	
<b>Second By:</b>	Mrs. C. Miller	
<b>Voting:</b>	<b>Ayes:</b> 6	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 0	
<b>End Time:</b>	8:24 pm	



**Washington County Service Authority Board of Commissioners**  
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<b>Agenda Item: 16</b>  <b>COMMUNICATION</b>	Adjourn	
<b>Presenter(s):</b>	Commissioner	
<b>Beginning Time:</b>	8:24 pm	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None	
<b>Discussion:</b>	None	
<b>On the Record:</b>	None	
<b>Actual Motion:</b>	Motion to Adjourn	
<b>Motion By:</b>	Mr. D. Miller	
<b>Second By:</b>	Mr. Thayer	
<b>Voting:</b>	<b>Ayes:</b> 6	
	<b>Nays:</b> 0	
	<b>Abstain:</b> 0	
<b>End Time:</b>	8:25 pm	

  
Wayne Campbell, Chairman

  
Carol Ann Shaffer, Assistant Secretary

## Operations Report and Update for March 2021

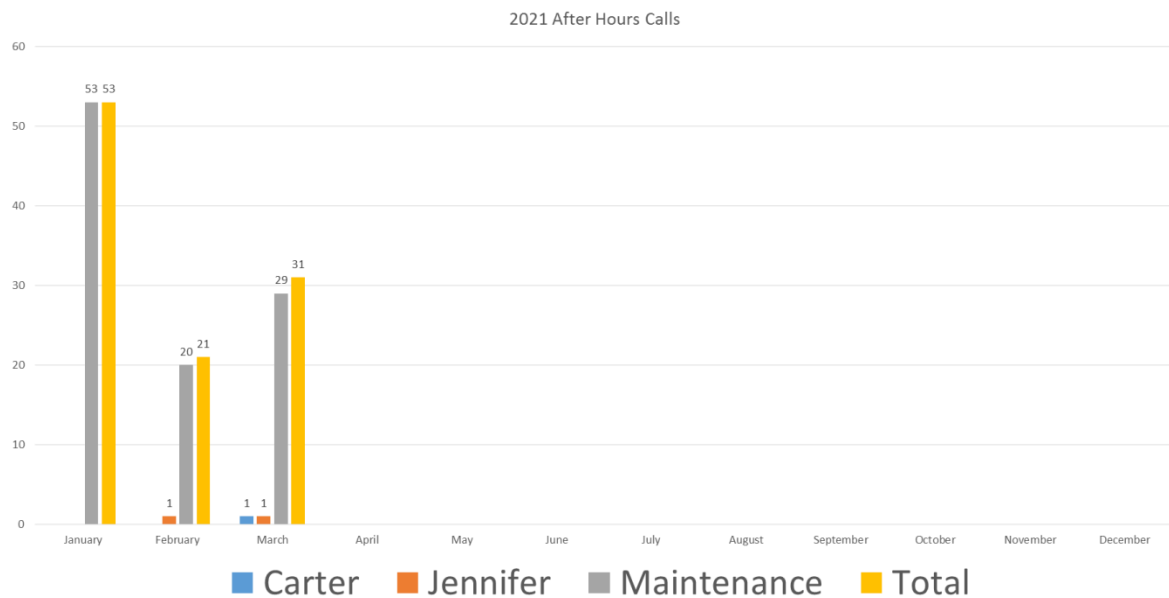
### Safety & Training

- WCSA is still negotiating its way through the COVID 19 limitations on training.
- We have installed screens in common areas to project training classes onto and working to be able to stream training classes

## Team Members



- After Hours Calls interfere with employee's quality of life. Note we are now moving into a season that traditionally produces a lot of after-hours calls. Please check the leaks graph later in this report as you can see what is producing this trend.



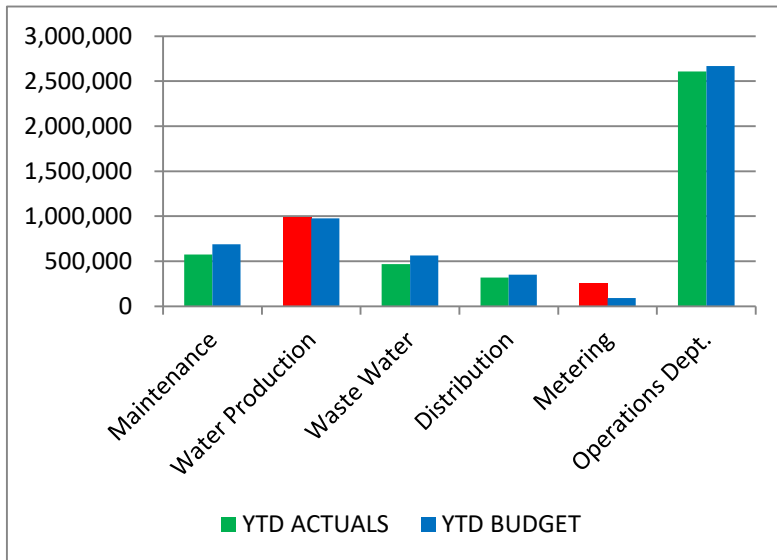
Carter indicates Electrical Maintenance while Jennifer stands for IT related issues. Maintenance is mechanical items such as leaks or breaks. As noted, almost 1 after hour call per day. Maintenance is changing their shifts, going to an 8 hour shift with the On Call Crew starting at 10:30 am but not leaving until 7:00 pm. From our data this should provide better coverage for the After Hours Calls during the week.



## Operations



Financials: (Excluding Wages and Benefits, but Including Overtime)

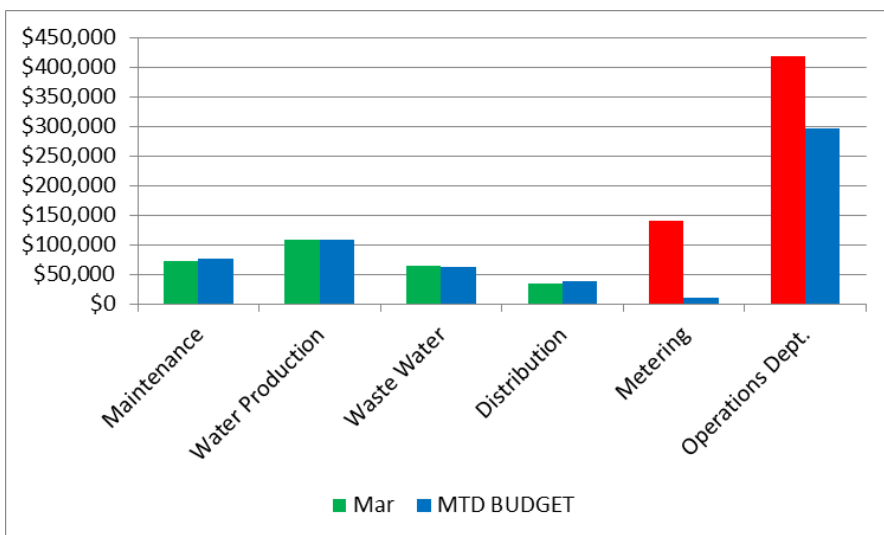


For the Fiscal Year we are tracking very close to budget. We have a number of seasonal purchases that will impact this number.

In Water Production we are over on Mill Creek General Electricity. Our budget number was low due to several factors.

Metering is over due to how inventory is received and placed

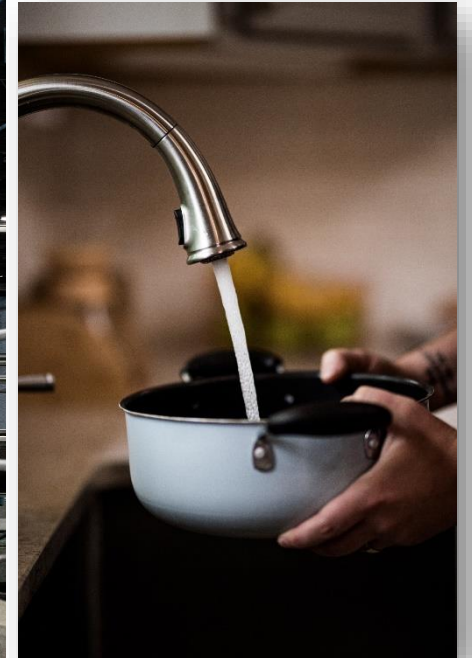
against metering before being assigned to a job, such as meter boxes for Galvanized III.



Metering is over budget due to not having reclassified parts yet. The other departments are right on budget. Once reclassified metering will be right on budget as well.

# MARCH 2021

## Washington County Service Authority Water/Wastewater Operations Report



# Production Operations Data

## MARCH 2021 Withdrawals

RAW WATER SOURCE	TOTAL VOLUME WITHDRAWN (Gallons)	AVERAGE DAILY WITHDRAWAL (Gallons)
Middle Fork Holston River	62,980,000	2,032,000
South Fork Holston River	47,396,000	1,634,000
Reservation Spring	29,716,000	1,143,000
Cole Spring	61,171,309	1,973,268



# Production Operations Data

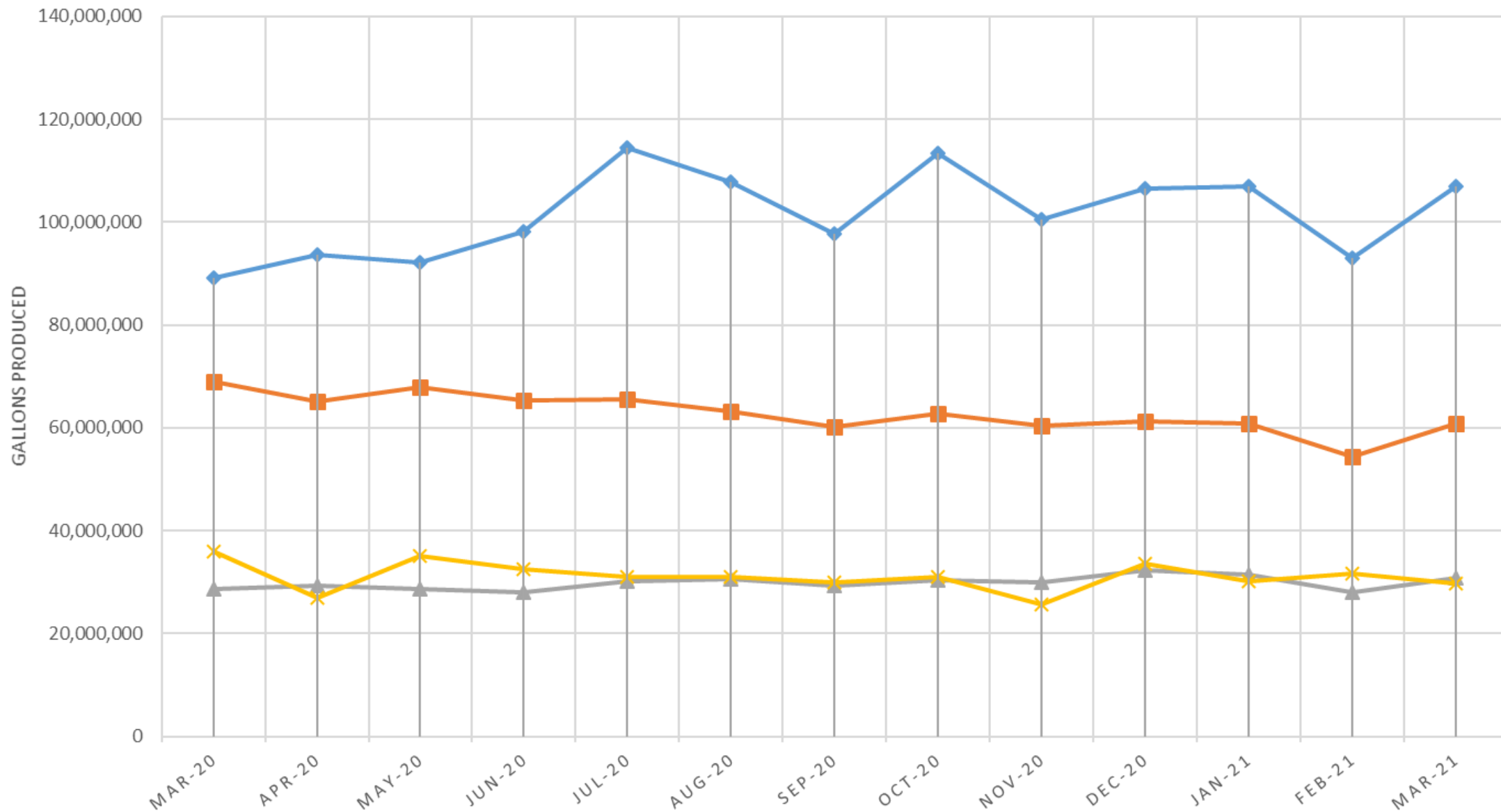
## MARCH 2021

### Treated Water

TREATMENT FACILITY	FINISHED WATER PRODUCED (GALLONS)	AVERAGE DAILY PRODUCTION (Gallons)
Middle Fork Drinking Water Plant	106,846,000	2,715,000
Taylor's Valley	29,716,000	1,143,000
Mill Creek (WCSA)	60,831,580	1,962,309
Mill Creek (Chilhowie)	30,890,720	996,475
Mendota Well	Purchased from Scott County	Purchased from Scott County

# WATER TREATMENT PRODUCTION

◆ Middle Fork Treated    ■ Mill Creek WCSA    ▲ Mill Creek TOC    ✕ Reservation Spring



# Production Operations Data

## MARCH 2021 STABILITY

Treatment Facility	Average Raw Water Turbidity	Max Raw Water Turbidity	Average Finished Water Turbidity	Max Finished Water Turbidity
Middle Fork DWP	18 (NTU)	228 (NTU)	0.05 (NTU)	0.13 (NTU)
Mill Creek	0.63 (NTU)	1.54 (NTU)	0.04 (NTU)	0.06 (NTU)

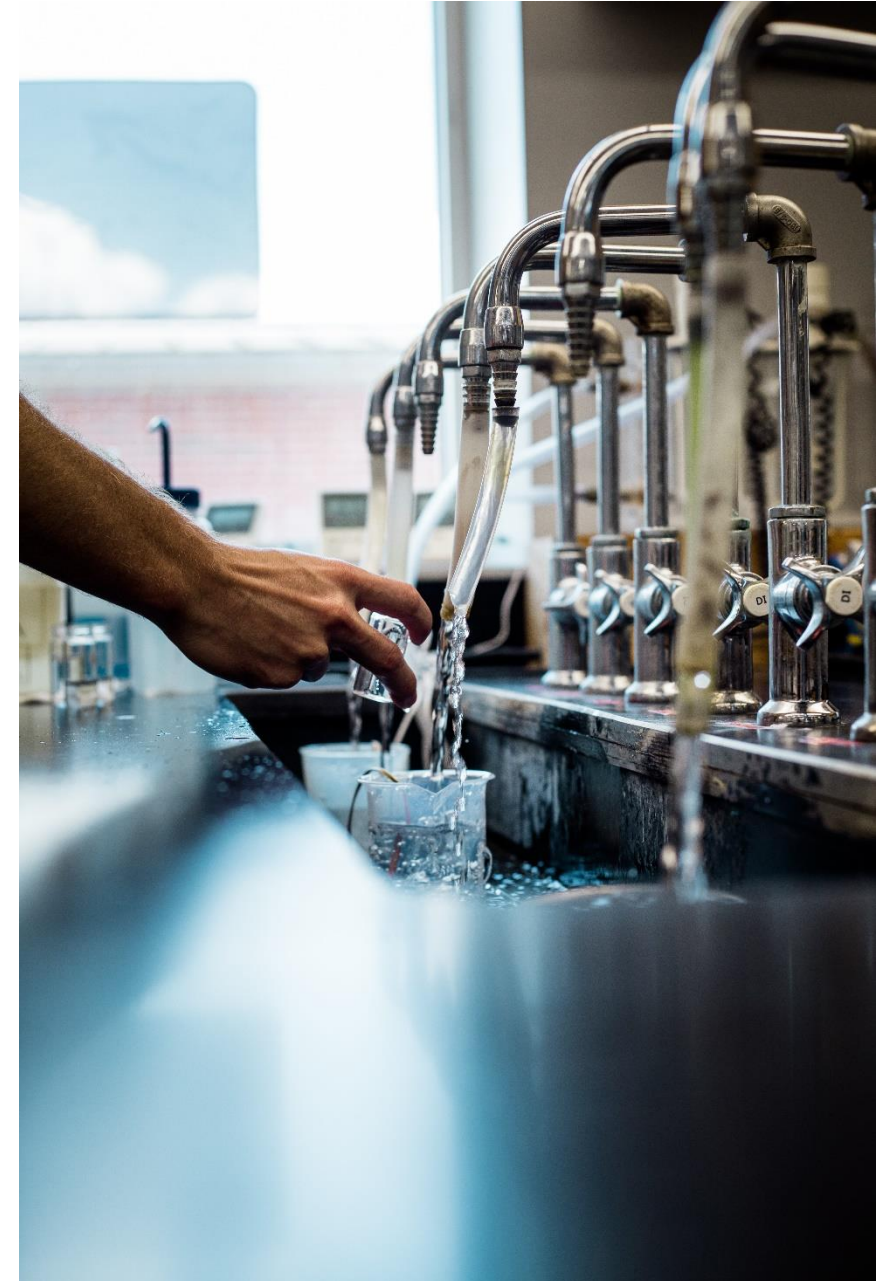
Treatment Facility	Average Finished Water Chlorine Residual	Average Distribution Chlorine Residual
Middle Fork DWP	2.20 mg/L	1.70 mg/L
Mill Creek	1.64 mg/L	

# ON TRACK FOR GOLD

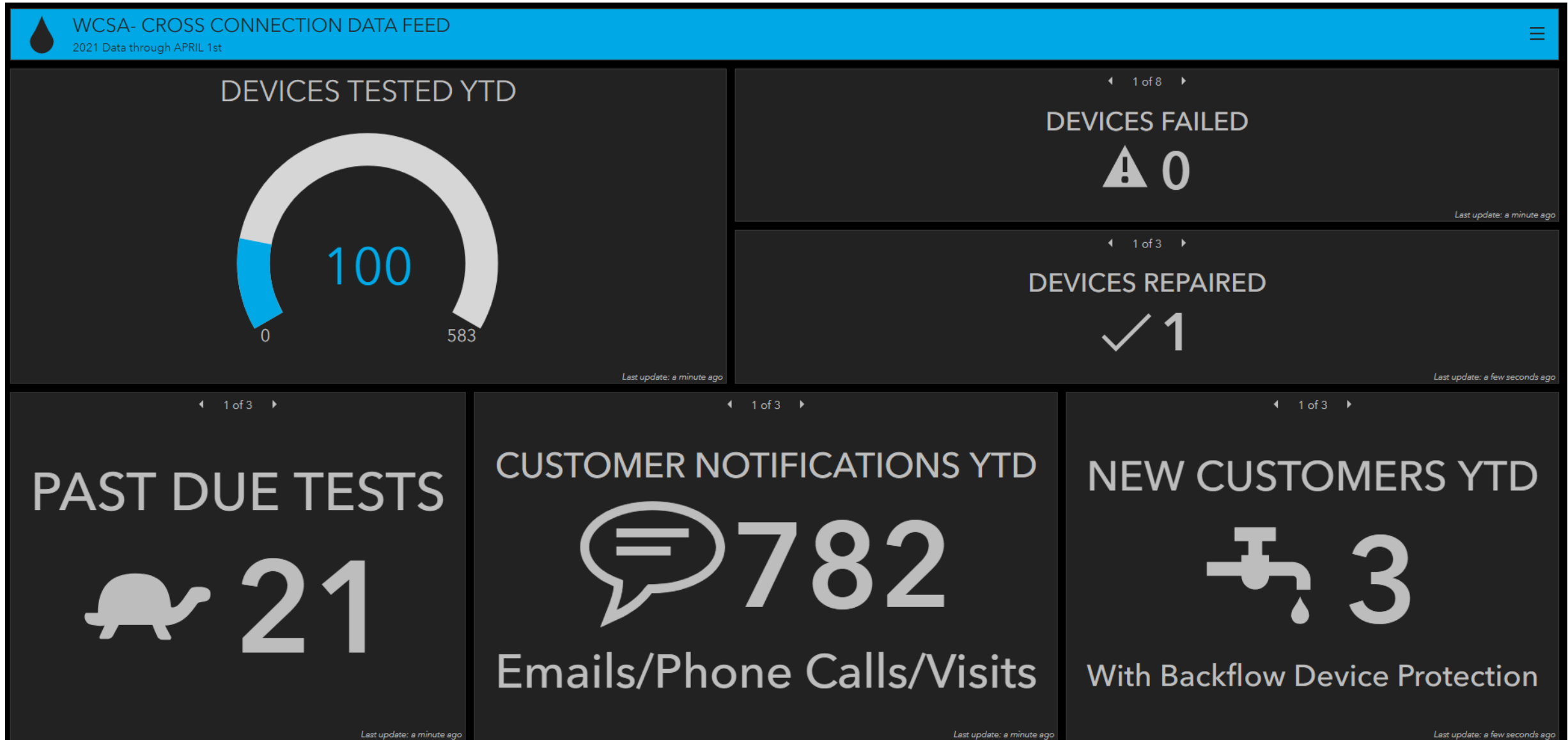


# Production Operational Notes

- WCSA Production Staff finished up a Fluoride feed project at Mill Creek. Pumps were upgraded and automations were designed to prevent overfeeding. Electricians and Water Treatment Operators worked to make this project successful.
- 2 Sedimentation Basins were cleaned in the month of March.
- Mill Creek had a very productive visit from a Memcor Engineer to help assist us in troubleshooting an essential process pump. The operation of the pump has greatly improved and the engineer gave us some helpful advice on PM of valves and other essential equipment.
- 3 Trainees have begun work and are doing very well. We are looking forward to raising up a new generation of Operators!



# Cross Connection/ Backflow Prevention Dashboard



# Cross Connection/Backflow Prevention

- WCSA's Customer Service Representatives have handed out 763 Vacuum Breakers to customers
- In addition Steve Barton has personally installed 89 Vacuum breakers at residences over the past two months.
- This program has provided great opportunities for educating our customers on the importance of protecting the distribution system from backflow occurrences and has reduced the likelihood of one occurring!



# MARCH -2021

## Wastewater Department Activities

- Performed all DEQ DMR requirements
- Checked all pump stations weekly, Exit 22 was checked daily.
- Answered all alarm calls from treatment facilities and pump stations
- Vacuumed debris from Loves pump Station, replaced cover seals in pump.
- Pressed Digested Sludge
- Replaced sulfonator orifice
- Greased all equipment
- Worked on entrance road at Hall Creek
- Pulled and cleaned pumps at Wyndale pump station
- Watched Preventing Slips, Trips, and Falls Safety Video, Took test.



# Wastewater Operational Data

## March 2021

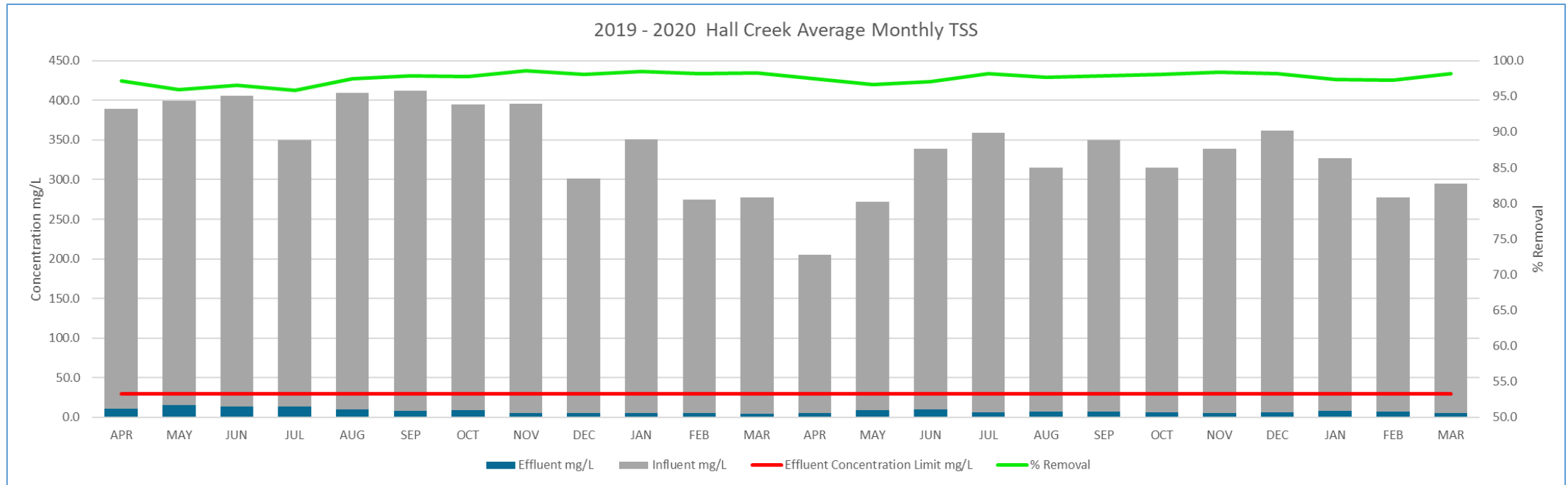
### Hall Creek

<b>TOTAL Gallons Treated</b>	<b>15,046,000</b>
Average Gallons Treated Per Day	485,000
Total Precipitation	6.23"
Total Tons of Sludge Disposed	15.0
Total Lbs of Chlorine Used	865.0
Total Lbs. of Sulfur Dioxide used	616.0

### Damascus

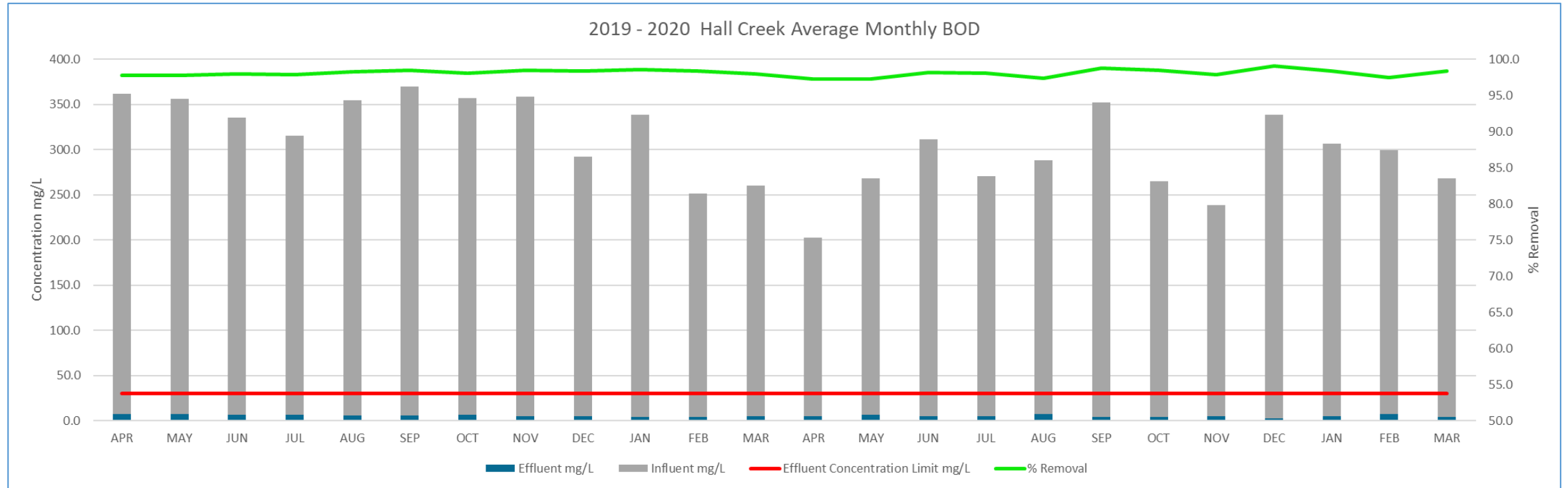
<b>TOTAL Gallons Treated</b>	<b>10,090,000</b>
Average Gallons Treated Per Day	330,000
Total Precipitation	6.80"
Sludge Sent to Landfill	18,660
Total Lbs of Chlorine Used	257
Total Lbs. of Sulfur Dioxide used	N/A

# Hall Creek Operations: TSS



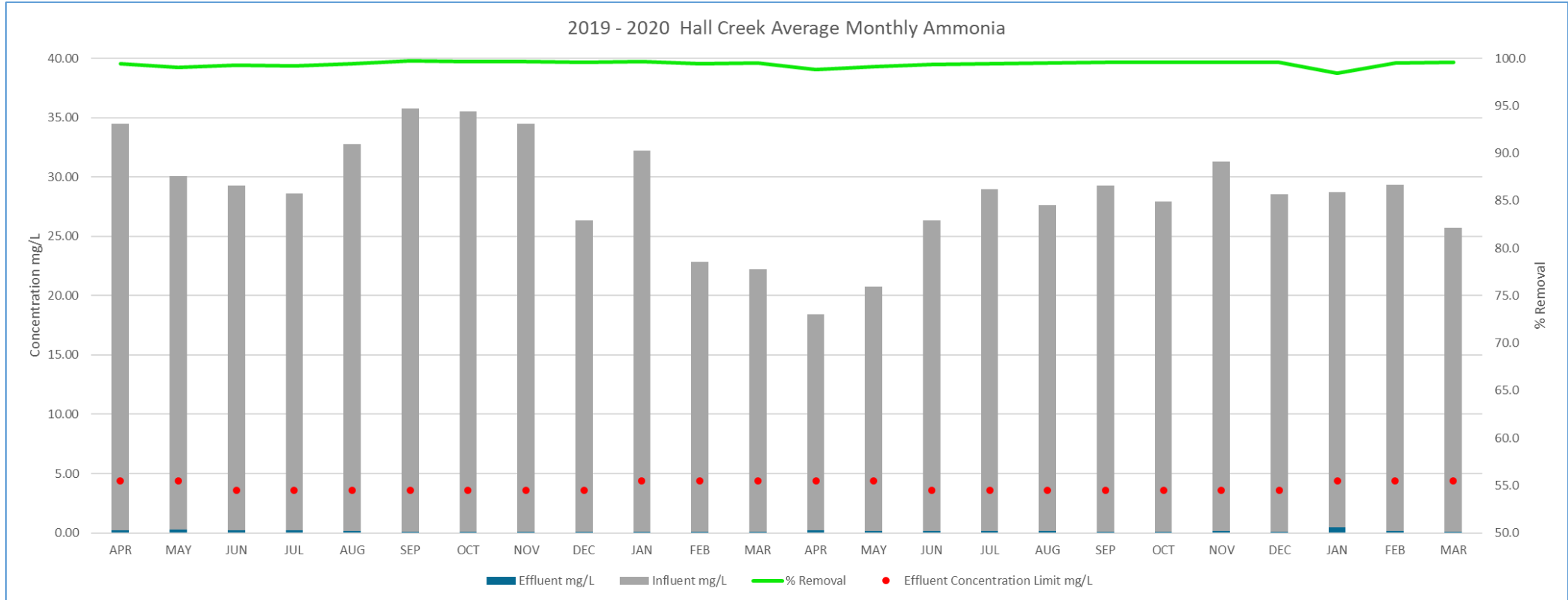
Total Suspended Solids (TSS) removal helps determine the efficiency of wastewater treatment. Effluent results are reported to DEQ on a monthly basis.

# Hall Creek Operations: BOD



Biochemical Oxygen Demand (BOD) is the strength of wastewater. Percent removal helps determine the efficiency of wastewater treatment. Effluent results are reported to DEQ on a monthly basis.

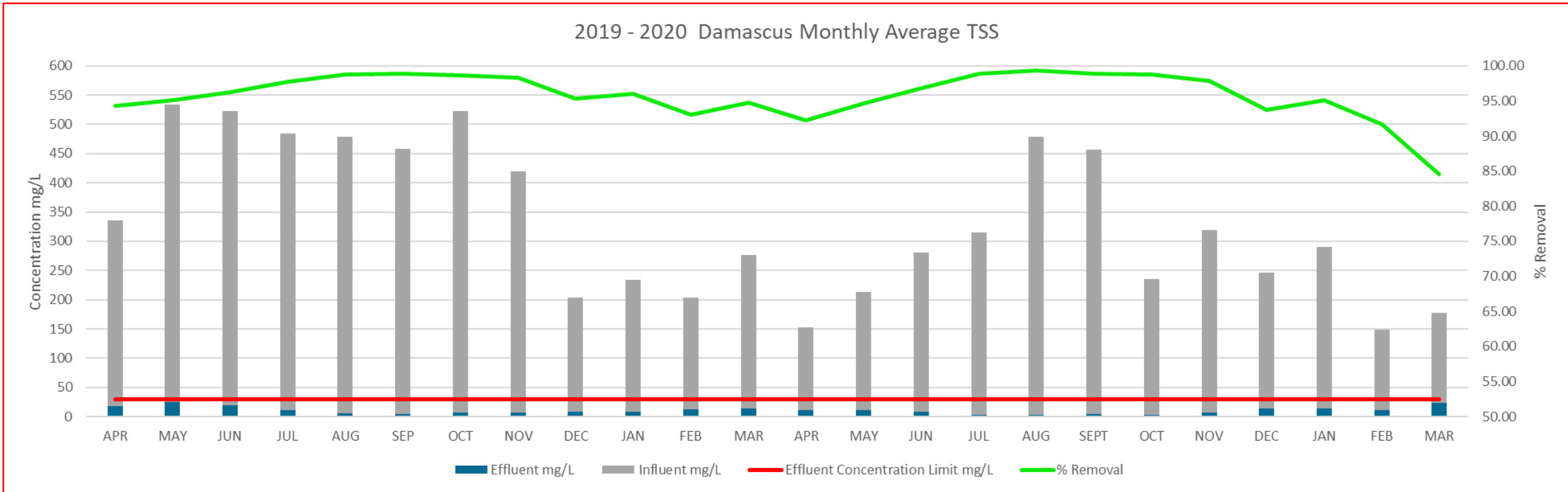
# Hall Creek Operations: Ammonia



Ammonia is a form of Nitrogen which is a natural human waste product. Percent removal helps determine the efficiency of wastewater treatment. Effluent results are reported to DEQ on a monthly basis.

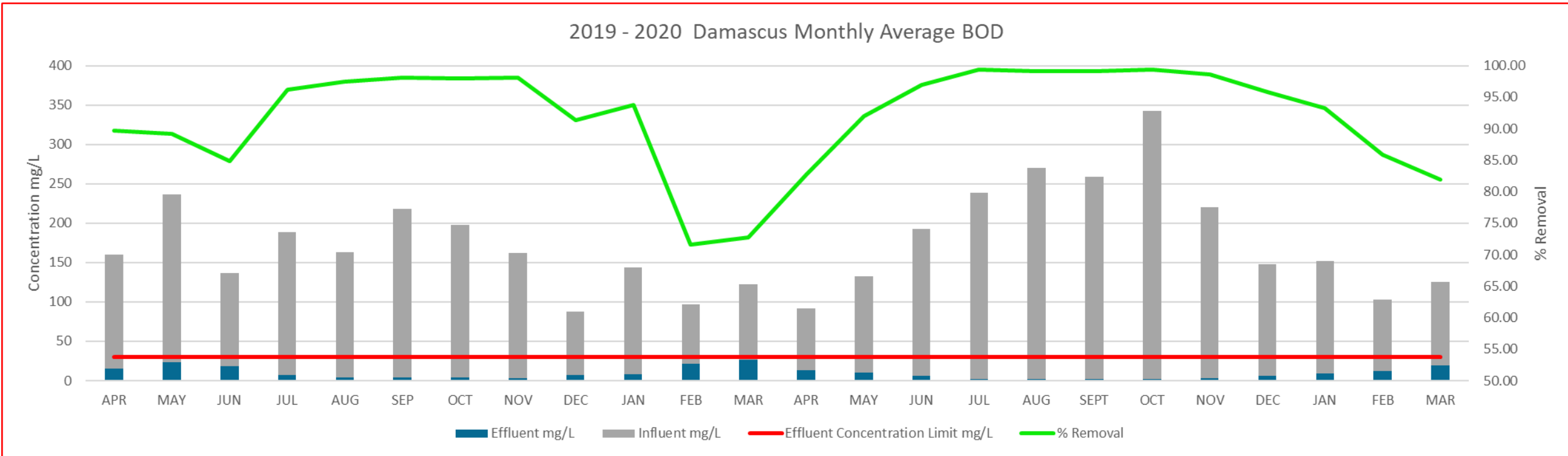


# Damascus WWTP Operations: TSS



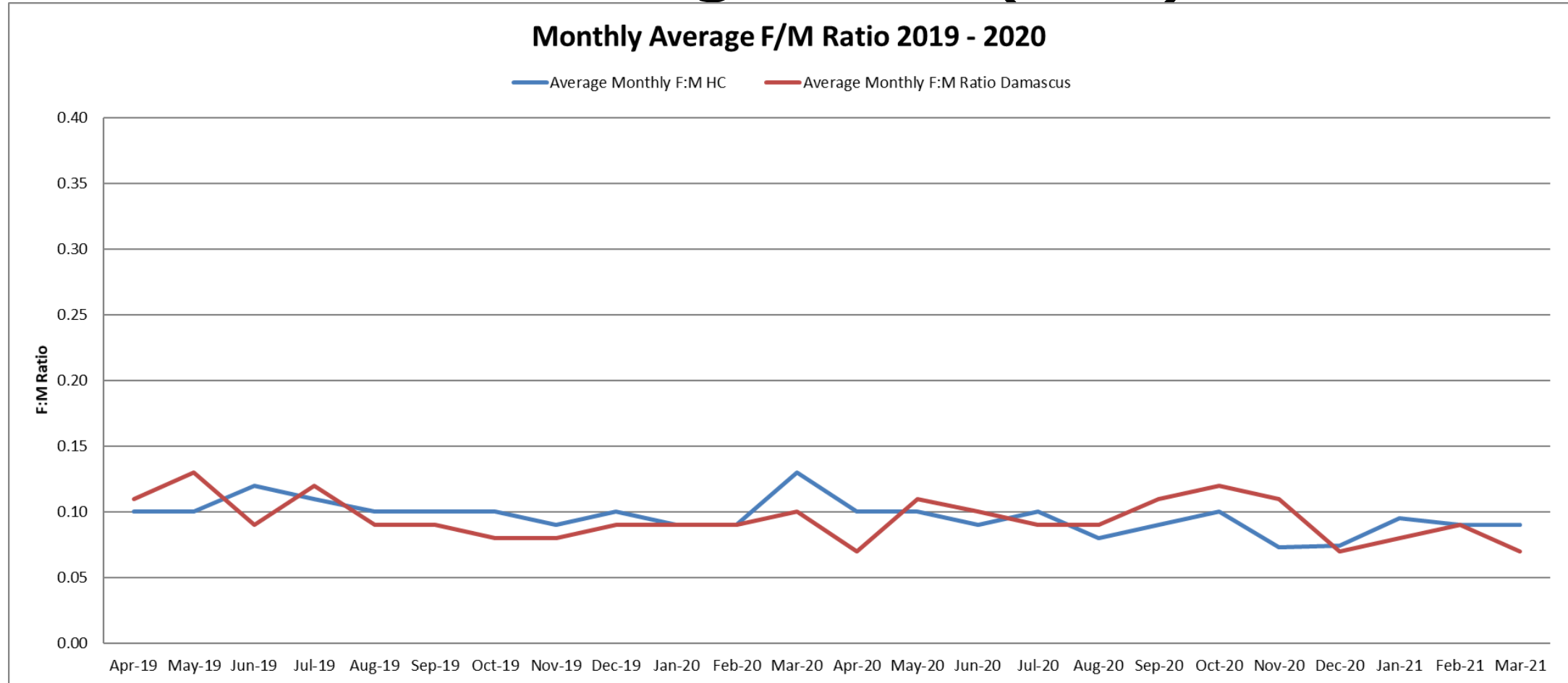
Total Suspended Solids (TSS) removal helps determine the efficiency of wastewater treatment. Effluent results are reported to DEQ on a monthly basis.

# Damascus WWTP Operations: BOD



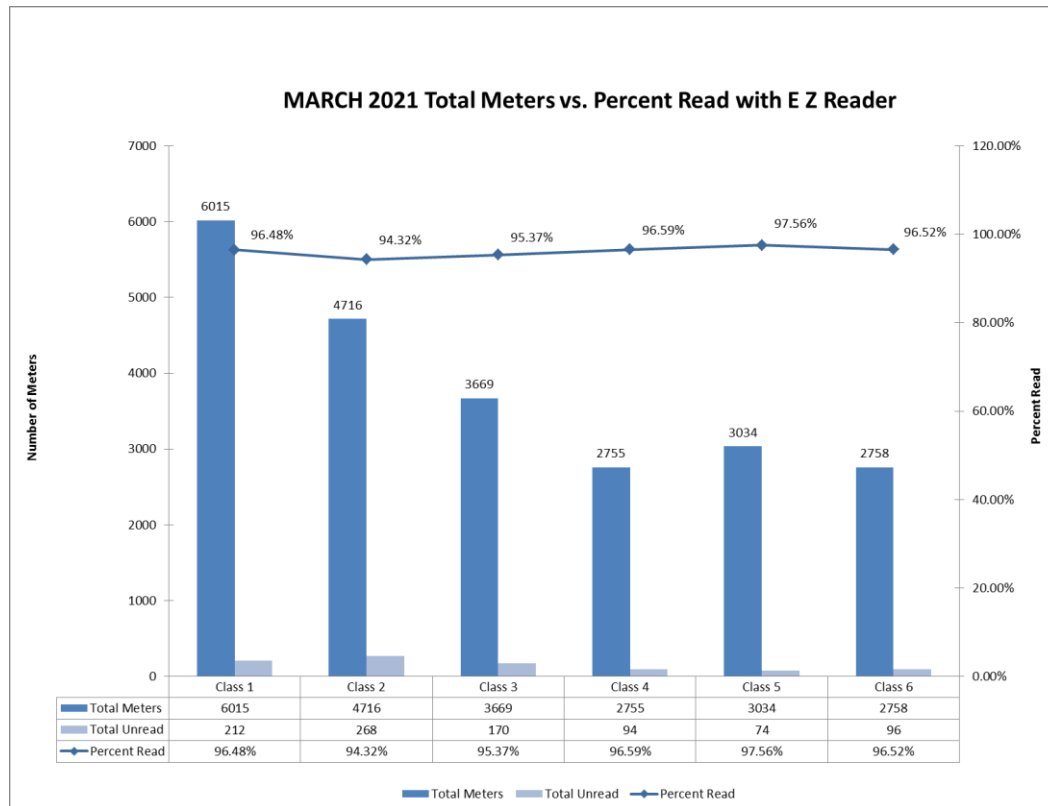
Biochemical Oxygen Demand (BOD) is the strength of wastewater. Percent removal helps determine the efficiency of wastewater treatment. Effluent results are reported to DEQ on a monthly basis.

# Food/Microorganism (F/M) Ratio



F:M is monitored on a weekly basis as a process control test. This means that the test is not required by DEQ but helps WCSA monitor treatment so that our regulated samples are in compliance.

## Meter:



MARCH 2021 Meter Readings							
	Total Meters	Total Reads	Percent Read	Hot Rod	Manual Reads	Register	Total Unread
Class 1	6015	5803	96.48%		212		212
Class 2	4716	4448	94.32%		268		268
Class 3	3669	3499	95.37%		170		170
Class 4	2755	2661	96.59%		94		94
Class 5	3034	2960	97.56%		74		74
Class 6	2758	2662	96.52%		96		96
Total	22947	22033	96.14%	0	914	0	914

Calls to Customers		
	Usage over 20,000	Notification of Cut-Off
Class 1	22	
Class 2	17	
Class 3	21	
Class 4	19	
Class 5	11	
Class 6	8	
Total		0

Weekly Scheduled Work Orders	
Lifts	76
Transfers	72
Sets	110
Lift for Non-Payment	0

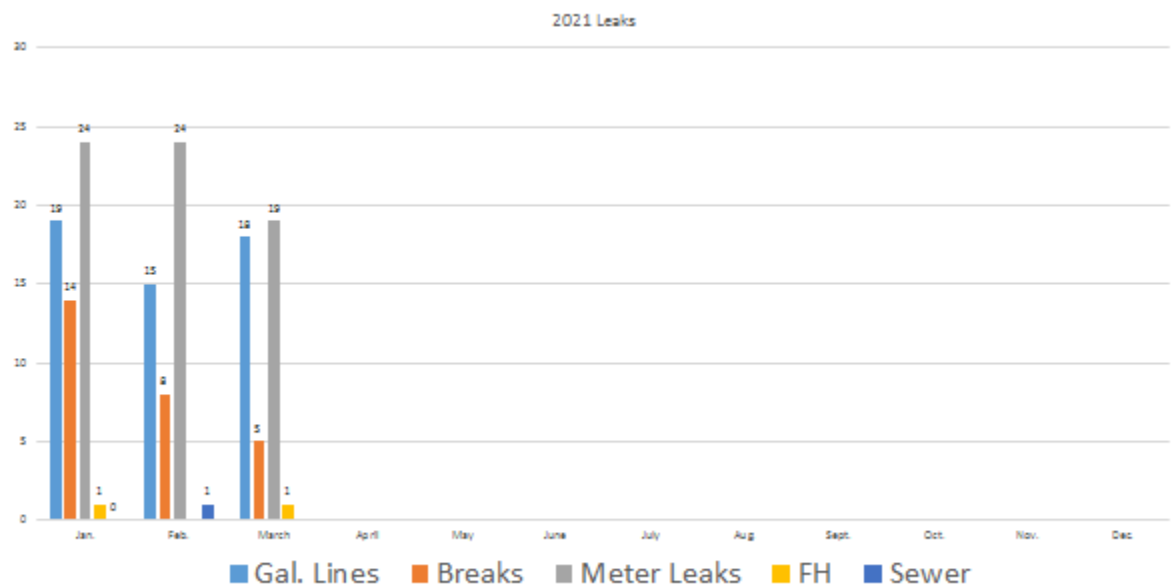


## AMI Meter Replacement Project:

Itron removed Grid One as their Installation sub-contractor replacing with Zone 1. Zone 1 is starting on April 19, 2021. Itron is committed to completing the meter installations by August 2021.

## Asset Management:

- Bobby Gobble is working to establish focused Preventive Maintenance (PM's) on our system. Bobby is aligning employee's efforts and skills coordinating through his planner (Randall Mitchell) as the basis for an Asset Management Process and Plan.
- Galvanized Lines and Meters contribute to over 80% of WCSA's leaks. Galvanized Phase III and the meter replacement project should alleviate these issues allowing our teams to focus on Asset Management.



**Water Tanks  
(Quarterly)**



**Water Pump Stations  
(Semi Annual)**



**Fire Hydrants  
(Every 5 Years)**



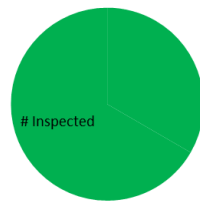
**PRV Vaults  
(Quarterly)**



**Fire System Inspections  
(Annual)**



**Wastewater Pump Stations  
(Weekly)**



We are seeing a lot of good work, that will carry over to our Asset Management Plan.

**Forward Looking Statement:**

Hate to keep harping on COVID-19, but the impact this pandemic has had on our employees and business practices is significant. We do not know what the near term future will look like. But we are and will continue to take reasonable precautions and employ practical business practices.

We have outstanding employees who really care about WCSA. The COVID isolation has caused a lot stress between teams. We must all realize this and take the time to really listen to people's concerns while we help them understand we are all in this together and making the best decisions we can for our rate payers and our employees.

Given all this uncertainty we must continue to effectively communicate, train and have contingency plans in place to insure that we keep our critical infrastructure functioning at our expected high levels.

Thank you from all of our Team and we look forward to your thoughts, ideas and questions.

**WASHINGTON COUNTY SERVICE AUTHORITY  
BOARD OF COMMISSIONERS**  
Resolution Authorizing Officers to Take Certain Actions  
With The First Bank & Trust Company

The undersigned do hereby certify and affirm that the following Resolution was unanimously adopted by the Board of Commissioners (Board) of the Washington County Service Authority (WCSA) at a regular and open meeting held on March 22, 2021 in accordance with the requirements of law and the bylaws of the Board.

**WHEREAS** Melinda Jett has ceased to be an employee of the WCSA, and therefore is no longer the WCSA's Controller or Treasurer; and

**WHEREAS** Rusty Little is now the Controller and Treasurer of the WCSA; and

**BE IT HERBY RESOLVED** that the following Officers of Washington County Service Authority are to be listed on all signature cards for all Washington County Service Authority deposit accounts at The First Bank & Trust Company: Holly Edwards, Customer Service Manager; Rusty Little, Controller and Treasurer; Robert C. H. Cornett, General Manager and Secretary; David W. Campbell, Chairman; and Dwain Miller, Vice-Chairman; and

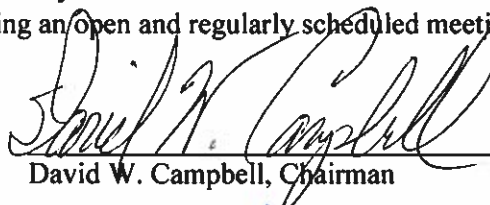
**BE IT FURTHER RESOLVED** that the General Manager/Secretary and Controller/Treasurer listed above have the power to execute on the WCSA's behalf all notes, signature cards, safe deposit box leases, affidavits, and other documents as are necessary to effect The First Bank & Trust Company loan or deposit transactions; and

**BE IT FURTHER RESOLVED** that all the Officers listed above have the power to execute and deliver on the WCSA's behalf all check endorsements; and

**BE IT FURTHER RESOLVED** that all checks written shall require two signatures from any combination of the Officers listed above; and

**BE IT FURTHER RESOLVED** that this Resolution shall become effective at 8:00 AM on Tuesday, March 23, 2021.

**ADOPTED** this 22<sup>nd</sup> day of March, 2021 by unanimous vote of the Board of Commissioners of the Washington County Service Authority during an open and regularly scheduled meeting:

  
David W. Campbell, Chairman

Attest:

  
Robert C.H. Cornett, Secretary