

**Washington County Service Authority Board of Commissioners
October 8, 2024 Emergency Called Meeting Minutes**

Agenda Item: 1	Call the Meeting to Order
Presenter(s):	Chairman
End Time:	9:59am

Agenda Item: 2	Roll Call
Presenter(s):	Chairman
Present:	Mr. Ball, Mr. Hutton, Mrs. C. Miller, Mr. D. Miller, and Mr. Taylor
Absent:	Mr. Campbell, Mr. Thayer
End Time:	10:00am

Agenda Item: 3	Prayer and Pledge of Allegiance
Presenter(s):	James Hutton opened the meeting in prayer and led the Pledge of Allegiance.
Beginning Time:	10:00am
End Time:	10:00am

Agenda Item: 4	Approval of the Agenda
Presenter(s):	Chairman
Beginning Time:	10:00am
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to approve the agenda as presented.
Motion By:	Mrs. Miller
Second By:	Mr. Ball
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	10:01am

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Agenda Item: 5	Review Flood Damage – Water and Sewer Restoration Process
Presenter(s):	General Manager and Staff
Beginning Time:	10:01am
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	Mr. Seay delivered a presentation to the Board showing pictures of the damage to WCSA’s water and sewer systems in the Damascus/Taylor’s Valley area. Mr. Seay and Staff detailed the next steps necessary to rebuild WCSA’s infrastructure and get operations back to normal.
On the Record:	None
Actual Motion:	
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	10:35am

Agenda Item: 6	Consideration of Emergency Procurement
Presenter(s):	Engineering Manager
Beginning Time:	10:35am
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Move that the Board approve emergency procurement pursuant to Code of Virginia Section 2.2-4303 (F), Washington County Service Authority (WCSA), without competitive sealed bidding or competitive negotiation, one or more contracts for goods or services. Such procurement was made necessary due to damage caused by Hurricane Helene within Washington County, Virginia, beginning on or about September 30, 2024
Motion By:	Mr. Ball
Second By:	Mrs. Miller
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	10:43am

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**Washington County Service Authority
Emergency Procurement-Hurricane Helene Damascus/Taylors Valley Flooding
Determination Form**

Award Date: 10-4-2024
Vendor Name: MERSINO
Address: 1243 Middlesettlements Road
Maryville, TN 37801
Phone: (865) 724-7498

Description of Goods or Services:
Sewer bypass pumping installation.

Reason for Selecting the Particular Vendor:
Due to flood damage sustained from Hurricane Helene in the communities of Damascus and Taylors Valley, the sewer conveyance system was severely compromised where manholes and sewer lines were washed out. It was critical to setup bypass pumping to provide temporary measures to handle the sewer flow to eliminate environmental concerns and ensure the health and safety of the public. as they were available and have familiarity with our pumps.

Emergency Procurement Determination:
Due to meeting immediate needs of the health and safety, WCSA made the decision to contact a bypass sewer pumping operation that could provide immediate response to temporary resolve inoperable sewer conveyance system. For this reason, WCSA elected to utilize Emergency Procurement procedures to elect MERSINO to perform sewer bypass pumping.

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Award Date: 10-1-2024
Vendor Name: The Lane Group, Inc
Address: 310 West valley St. NW
Abingdon, VA 24210
Phone: (276) 206-8571

Description of Goods or Services:
Water Hydraulics Evaluation

Reason for Selecting the Particular Vendor:

Due to flood damage sustained from Hurricane Helene the water source that supplied drinking water to Damascus and Taylors Valley sustained severe damage and went out of service. This spring source supplied 1.0 Million Gallons/Day. WCSA need the professional services to validate bringing in water from the Middle Fork Drinking Water Plant. The Lane Group, Inc was chosen due to their extensive knowledge of the water system by employing past employee that was the WCSA Distribution Manager.

Emergency Procurement Determination:

Due to meeting immediate needs of the health and safety, WCSA made the decision to utilize The Lane Group, Inc to validate system hydraulics to confirm that the Damascus community could be back fed with water from the Middle Fork Drinking Water Plant in lieu of installing a booster pump. For this reason, WCSA elected to utilize Emergency Procurement procedures to elect The Lane Group to assist with water system hydraulics due to their rapid knowledge of our water distribution system and time frame to start the work.

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Award Date: 10-7-2024
Vendor Name: Performance Shotcrete
Address: 735 Melvin Hollow Road
Pioneer, TN 37847
Phone: (423) 201-7830

Description of Goods or Services:
Sewer Manhole Repair

Reason for Selecting the Particular Vendor:

Due to flood damage sustained from Hurricane Helene in the community of Damascus, the sewer system was compromised along with the integrity of several manholes that resulted in increased inflow into the manholes. It was critical to partner with a contractor that had the capability of being able to respond quickly and the resource to address the manhole concerns.

Emergency Procurement Determination:

Due to meeting immediate needs of the health and safety, WCSA made the decision to contact an expert that is capable in performing manhole repairs that will make the manholes functional and resolve inoperable sewer conveyance system conditions. For this reason, WCSA elected to utilize Emergency Procurement procedures to elect Performance Shotcrete to perform necessary manhole repairs.

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Award Date: 10-1-2024
 Vendor name: Jones Road and Bridge
 Address: 17380 Lee Highway
 Abingdon, VA 24210
 Phone: (276) 676-2050

Description of Goods or Services:

Construction Services for Installation of Sewer Pipe, Sewer Manholes, Labor and Equipment Needs.

Reason for Selecting the Particular Vendor:

Due to flood damage sustained from Hurricane Helene in the communities of Damascus and Taylors Valley, the water and sewer systems were severely compromised where manholes and sewer lines were washed out as well as water distribution lines. It was critical partner with a contractor that had the capability of supplying a wide range of resources to assist WCSA in making emergency repairs to make the water and sewer system operable to meet health and safety needs of the communities.

Emergency Procurement Determination:

Due to meeting immediate needs of the health and safety, WCSA made the decision to contact Jones Road and Bridge to provide immediate assistance in providing needed construction repairs, labor and equipment to provide immediate response to resolve inoperable sewer conveyance system and water distribution system. For this reason, WCSA elected to utilize Emergency Procurement procedures to elect Jones Road and Bridge to perform construction services.



 WCSA BOARD CHAIRMAN

10-8-24

 DATE

This written determination shall become part of the contract file, and Public Notice of the same shall be in WCSA 's lobby and on its website for 14 calendar days beginning on the day of award or as soon thereafter as is practicable. This memo shall also be posted on the Department of General Services website.

Agenda Item: 7	Consideration of State of Emergency for Water Cutoffs for Non-Payment
Presenter(s):	Ron Seay and Staff
Beginning Time:	10:43am
Potential Conflict(s) of Interest and Abstention(s):	
Background:	Due to the Governor declaring a State of Emergency WCSA has suspended Water Cutoffs for Non-Payment. Request the Board to consider when WCSA should return to normal business and cutoff water for non-payment
Discussion:	
On the Record:	
Enclosures:	None

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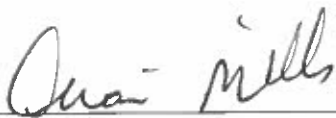
Recommendation:	The Staff recommends the Board approves WCSA to return to normal business and cutoff water for non-payment.
Proposed Motion:	The Staff recommends the Board approves WCSA to return to normal business and cutoff water for non-payment per the determined date.
Actual Motion:	Motion to halt all cutoffs for the month of October. Board will decide how best to proceed after that at the next Board Meeting which is scheduled for October 28th.
Motion By:	Mr. Hutton
Second By:	Mrs. Miller
Voting: Ayes:	5
Nays:	0
Abstain:	0
End Time:	10:53am

Agenda Item: 8	Consideration of Customers Paying Minimum Bill with No Water Service
Presenter(s):	Ron Seay and Staff
Beginning Time:	10:53am
Potential Conflict(s) of Interest and Abstention(s):	
Background:	Due to the Governor declaring a State of Emergency WCSA has been asked by customers in Damascus and Taylors Valley if they would be required to pay a minimum bill due to interruption of water service.
Discussion:	
On the Record:	
Enclosures:	None
Recommendation:	The Staff recommends the Board approves WCSA to Bill Customers as normal.
Proposed Motion:	The Staff recommends the Board approves WCSA to Bill Customers as normal.
Actual Motion:	If a customer's water was off for seven days or longer, Board moved that their bill will be waived for the month of October.
Motion By:	Mrs. Miller
Second By:	Mr. Ball
Voting: Ayes:	5
Nays:	0
Abstain:	0
End Time:	11:10am

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Agenda Item: 9	Late Items
Presenter(s):	General Manager
Beginning Time:	11:10am
Potential Conflict(s) of Interest and Abstention(s):	None
On the Record:	None
Discussion:	
Actual Motion:	
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	11:10am

Agenda Item: 10	Adjourn
Presenter(s):	Commissioner
Beginning Time:	11:10am
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to adjourn.
Motion By:	Mr. Taylor
Second By:	Mrs. Miller
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	11:10am



Dwain Miller, Chairman



Holly Thompson, Assistant Secretary