

**Washington County Service Authority Board of Commissioners  
November 25, 2024 Regular Board Meeting Minutes**

<b>Agenda Item: 1</b>	Call the Meeting to Order
<b>Presenter(s):</b>	Chairman
<b>End Time:</b>	4:58pm

<b>Agenda Item: 2</b>	Roll Call
<b>Presenter(s):</b>	Chairman
<b>Present:</b>	Mr. Ball, Mr. Campbell, Mr. Hutton, Mrs. C. Miller, Mr. D. Miller, Mr. Thayer, and Mr. Taylor
<b>Absent:</b>	None
<b>End Time:</b>	4:59pm

<b>Agenda Item: 3</b>	Prayer and Pledge of Allegiance
<b>Presenter(s):</b>	James Hutton opened the meeting in prayer and led the Pledge of Allegiance.
<b>Beginning Time:</b>	5:00pm
<b>End Time:</b>	5:01pm

<b>Agenda Item: 4</b>	Approval of the Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	5:01pm
<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 approve the agenda as presented.
<b>Motion By:</b>	Campbell
<b>Second By:</b>	Thayer
<b>Voting:</b>	<b>Ayes:</b> 7
	<b>Nays:</b> 0
	<b>Abstain:</b> 0
<b>End Time:</b>	5:01pm

<b>Agenda Item: 5</b>	Approval of the Consent Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	5:01pm

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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>	Motion to approve the consent agenda.
<b>Motion By:</b>	Hutton
<b>Second By:</b>	Campbell
<b>Voting:</b>	<b>Ayes:</b> 7
	<b>Nays:</b> 0
	<b>Abstain:</b> 0
<b>End Time:</b>	5:01pm

<b>Agenda Item: 6</b>	Consideration of Ratification of Action to Receive Bids for and to Conduct a Public Hearing for Sale of the Clinchburg Tank Surplus Property on November 25, 2024.
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	5:02pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	At a previous Board meeting, the Board approved staff to proceed towards having a public hearing and requesting bids for sale of the Clinchburg Tank surplus property containing .1010 Acres. Staff prepared and has given notice of a public hearing in the Bristol Herald Courier on October 24, 2024. Staff requests that the Board ratify Staff's actions and conduct the announced public hearing at this meeting as the next agenda item.
<b>Discussion:</b>	Ratify the sale of the property (easement) for maintaining road the tank site/ there is no tank on the property and it has since been removed/ No conerstain to oppose selling the property
<b>On the Record:</b>	
<b>Enclosures:</b>	Public Notice Attached
<b>Recommendation:</b>	Subject to answering any questions the Board may have, Staff requests that the Board ratify Staff's earlier discussions concerning the sale of the property. Should the Board approve this recommendation, the public hearing will be the next agenda item.
<b>Proposed Motion:</b>	Move that the Board ratify Staff action taken to receive bids for, provide public notice of, and conduct a public hearing upon sale of Clinchburg Tank property.
<b>Actual Motion:</b>	Board moved to ratify Staff action taken to receive bids for, provide public notice of, and conduct a public hearing upon sale of Clinchburg Tank property.

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<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mrs. Miller
<b>Voting:      Ayes:</b>	7
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	5:05pm

<b>Agenda Item: 7</b>	Public Hearing for Sale of the Clinchburg Tank Surplus Property
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	5:05pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	In the previous agenda item, the Board ratified Staff action taken to receive bids for, provide public notice of, and to conduct a public hearing about the proposed sale of the Clinchburg Tank surplus property.
<b>Discussion:</b>	<ol style="list-style-type: none"> <li>1. Chairman Calls to order the public hearing and announces the purpose of the hearing which is the "Sale of the Clinchburg Tank Surplus Properties;" and informs the audience and Board that discussion by the Board is to occur after the public hearing is closed.</li> <li>2. Chairman declares the public hearing open.</li> <li>3. Chairman requests Ryan Kiser present information regarding the sale of property.</li> <li>4. Chairman invites all wishing to speak for or against sale of property come to the podium and state name, address and position about proposed sale.</li> <li>5. Chairman closes public comment.</li> <li>6. Board discussion, if any; and</li> <li>7. Chairman asks for Board action on proposed sale.</li> </ol> <p>Adjourn public hearing.</p>
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation</b>	Staff recommends that the Board conduct the public hearing, listen to public comments, if any, and authorize the sale of the Clinchburg Tank surplus property
<b>Proposed Motion:</b>	Move that the Board approve the sealed bid sale of the Clinchburg Tank surplus property and that Staff conduct the sale as previously announced.
<b>Actual Motion:</b>	Board moved to approve the sealed bid sale of the Clinchburg Tank surplus property and that Staff conduct the sale as previously announced.
<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mr. Thayer

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<b>Voting:</b>	<b>Ayes:</b>	7
	<b>Nays:</b>	0
	<b>Abstain:</b>	0
<b>End Time:</b>		5:07pm

<b>Agenda Item: 8</b>	<b>Consideration to Approve Emergency Procurement for Installation of Taylors Valley 12-inch Water Line Damaged During Hurricane Helene</b>
<b>Presenter(s):</b>	Ryan Kiser & Ron Seay
<b>Beginning Time:</b>	5:07pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	Taylor
<b>Background:</b>	
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	<b>RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WASHINGTON COUNTY SERVICE AUTHORITY</b>  <b>NOTICE OF EMERGENCY ACTION NOVEMBER 25, 2024</b>
<b>Recommendation:</b>	Subject to answering any questions the Board may have; Staff recommends the Board favorably consider approving the <b>RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WASHINGTON COUNTY SERVICE AUTHORITY and NOTICE OF EMERGENCY ACTION NOVEMBER 25, 2024, to Approve Emergency Procurement for Installation of Taylors Valley 12-inch Water Line Damaged During Hurricane Helene</b>
<b>Proposed Motion:</b>	Move the board approve the <b>RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WASHINGTON COUNTY SERVICE AUTHORITY and NOTICE OF EMERGENCY ACTION NOVEMBER 25, 2024, to Approve Emergency Procurement for Installation of Taylors Valley 12-inch Water Line Damaged During Hurricane Helene</b>
<b>Actual Motion:</b>	Board moved to approve the <b>RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WASHINGTON COUNTY SERVICE AUTHORITY and NOTICE OF EMERGENCY ACTION NOVEMBER 25, 2024, to Approve Emergency Procurement for Installation of Taylors Valley 12-inch Water Line Damaged During Hurricane Helene</b>

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<b>Motion By:</b>	Mr. Ball
<b>Second By:</b>	Mr. Campbell
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	1-Mr. Taylor
<b>End Time:</b>	5:15pm

<b>Agenda Item: 9</b>	Request for Permission to Advertise for Construction Bids for Damascus Sewer Line Repair Work
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	5:16pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p>Staff has been working with Thompson &amp; Litton on preparing bid documents (plans and specifications) to re-install (2) sections of mainline sewer back in Damascus that was destroyed by the flood. The two sections are below Orchard Hill and North Railroad Avenue. Currently sewer is being pumped around these damaged sections.</p> <p>Staff also plans to directly solicit several contractors.</p> <p>Staff plans to bid this work out in December.</p>
<b>Discussion:</b>	Homeowner does not want to sign easement/working with Damascus to locate easements from previous landowners to repair sewerline
<b>On the Record:</b>	
<b>Enclosures:</b>	None
<b>Recommendation:</b>	Staff recommends the Board approve Staff to advertise for bids the Damascus Sewer Line Repair Work.
<b>Proposed Motion:</b>	Move that the board approve Staff to advertise for bids the Damascus Sewer Line Repair Work.
<b>Actual Motion:</b>	Board moved to approve Staff to advertise for bids the Damascus Sewer Line Repair Work.
<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mrs. Miller
<b>Voting: Ayes:</b>	7
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	5:20pm

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<b>Agenda Item: 10</b>	Review Flood Damage – Water and Sewer Restoration Progress
<b>Presenter(s):</b>	General Manager and Staff
<b>Beginning Time:</b>	5:33pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	
<b>Discussion:</b>	See attached presentation
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	
<b>Proposed Motion:</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>	5:48pm

<b>Agenda Item: 11</b>	Consideration of Commissioner’s Comments & Questions on Staff Reports
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	5:48pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>Background:</b>	None
<b>Discussion:</b>	Mr. Taylor received a call from a customer who believes they need a 911 address for a meter. This is not the case; A Tax ID is all that is required by WCSA. Mr. Hutton mentioned that the Army Corp of Engineers will set up at the lake off of the Washington County Park boat ramp launch. Mr. Seay invited the Board to WCSA’s All Employee Luncheon scheduled for December 17, 2024. Mr. Miller received a call about WCSA becoming a private entity and stated emphatically that not only is that a rumor, but as long

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	as he is sitting on the Board, that will never happen. Mr. Seay also agreed that that is only a rumor.
<b>On the Record:</b>	None
<b>Recommendation:</b>	None
<b>Proposed Motion:</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>	5:54pm

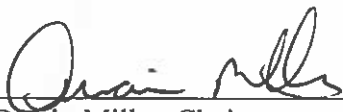
<b>Agenda Item: 12</b>	Late Items
<b>Presenter(s):</b>	Commissioner
<b>Beginning Time:</b>	5:54pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>On the Record:</b>	None
<b>Discussion:</b>	None
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting:</b>	<b>Ayes:</b>
	<b>Nays:</b>
	<b>Abstain:</b>
<b>End Time:</b>	5:54pm

<b>Agenda Item: 13</b>	Public Query and Comment
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	5:55pm
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	None
<b>Speakers:</b>	Lavonda Heath
<b>Discussion:</b>	Ms. Heath is disputing the amount of water she is using, stating that the price is not consistent with her usage. Holly provided the billing statement to Mrs. Heath and the Board.
<b>On the Record:</b>	None

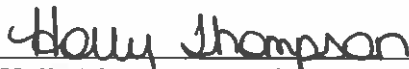
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<b>Actual Motion:</b>	None
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting:</b>	<b>Ayes:</b>
	<b>Nays:</b>
	<b>Abstain:</b>
<b>End Time:</b>	5:59pm

<b>Agenda Item: 14</b>	Adjourn
<b>Presenter(s):</b>	Commissioner
<b>Beginning Time:</b>	5:59pm
<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. Thayer
<b>Second By:</b>	Mr. Campbell
<b>Voting:</b>	<b>Ayes:</b> 7
	<b>Nays:</b> 0
	<b>Abstain:</b> 0
<b>End Time:</b>	5:59pm



Dwain Miller, Chairman



Holly Thompson, Assistant Secretary