

Washington County Service Authority Board of Commissioners
January 27, 2025 Regular Board Meeting Minutes

Agenda Item: 1	Call the Meeting to Order
Presenter(s):	Chairman
End Time:	4:59pm

Agenda Item: 2	Roll Call
Presenter(s):	Chairman
Present:	Mr. Ball, Mr. Campbell, Mr. Hutton, Mrs. C. Miller, Mr. D. Miller
Absent:	Mr. Taylor, Mr. Thayer
End Time:	4:59pm

Agenda Item: 3	Prayer and Pledge of Allegiance
Presenter(s):	Cathy Miller opened the meeting in prayer and led the Pledge of Allegiance.
Beginning Time:	4:59pm
End Time:	5:00pm

Agenda Item: 4	Approval of the Agenda
Presenter(s):	Chairman
Beginning Time:	5:00pm
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:	Mr. Campbell
Second By:	Mrs. Miller
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	5:00pm

Agenda Item: 5	Approval of the Consent Agenda
Presenter(s):	Chairman
Beginning Time:	5:01pm
Potential Conflict(s) of Interest and Abstention(s):	None

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Discussion:	Mr. Campbell acknowledged the years of service awards.
On the Record:	None
Actual Motion:	Motion to approve the consent agenda.
Motion By:	Mr. Campbell
Second By:	Mr. Hutton
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	5:02pm

Agenda Item: 6	Consideration of VDOT Resolution for Virginia Department of Transportation Land Use Permits
Presenter(s):	Ryan Kiser
Beginning Time:	5:02pm
Potential Conflict(s) of Interest and Abstention(s):	
Discussion:	As you are aware many of our water lines, sewer lines and associated appurtenances are located in the Virginia Department of Transportation (VDOT) rights-of-way. VDOT is requiring the Board to pass a resolution acknowledging various commitments related to obtaining a Land use Permit.
On the Record:	
Enclosures:	Resolution
Recommendation:	Subject to answering any questions the Board may have; Staff kindly recommends the Board favorably consider approving the resolution for VDOT Land Use Permits.
Proposed Motion:	Move the Board authorize the resolution for VDOT Land Use Permits.
Actual Motion:	Board moved to authorize the resolution for VDOT Land Use Permits.
Motion By:	Mr. Campbell
Second By:	Mr. Ball
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	5:05pm

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Washington County Service Authority

"RESOLUTION"

WHEREAS, it becomes necessary from time to time for the *Washington County Service Authority of Washington County* to obtain land use permits from the Virginia Department of Transportation to install, construct, maintain and operate certain public works and public utilities projects along, across over and upon highway systems of the Commonwealth of Virginia; and,

WHEREAS, expense, damage or injury may be sustained by the Commonwealth of Virginia growing out of granting to the *Washington County Service Authority of Washington County* by the Virginia Department of Transportation of said permits for the work aforesaid;

NOW, THEREFORE, BE IT RESOLVED by the *Washington County Service Authority* this 27th day of *January, 2025*:

Section 1: That in accordance with the provisions of Section 24VAC30-151-720 of the Land Use Permit Regulations of the Virginia Department of Transportation, the *Washington County Service Authority of Washington County* does hereby grant assurances to the Virginia Department of Transportation (VDOT) that it shall in all respects comply with all of the conditions of the permit or permits that have been, or will be, granted to the *Washington County Service Authority of Washington County* and guarantees the successful completion of the work, or, if appropriate, restoration of the right of way to its original condition.

Section 2: That the County Administrator, City or Town Mayor, or their designee, be, and hereby is authorized to execute on behalf of the *Washington County Service Authority of Washington County* all land use permits and related documents of the Virginia Department of Transportation.

Section 3: That this resolution shall be a continuing resolution and shall not be revoked unless and until sixty (60) days written notice of any proposed revocation be submitted to the Virginia Department of Transportation.

Section 4: That the *Washington County Service Authority of Washington County* shall, if requested by the Virginia Department of Transportation, provide a letter that commits to using the surety provided by its contractor or to have the contractor execute a dual obligation rider that adds the Virginia Department of Transportation as an additional obligee to the surety bond provided in the locality, with either of these options guaranteeing the work performed within state maintained right-of-way under the terms of the land use permit for that purpose.

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BE IT STILL FURTHER RESOLVED that the General Manager, Engineering Manager, or their designee, be, and hereby is authorized and directed to procure insurance required by Section 1 herein.

The foregoing Resolution was adopted by the Washington County Service Authority at Washington County at its regular meeting held on 27th January, 2025 in Washington County, Virginia.

Motion by: Mr. Campbell Seconded by: Mr. Ball

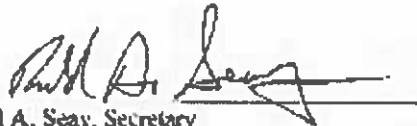
Aye 5 Nay 0 Abstain 0 Absent 2

This 27 day of January 2025



Dwain Miller, Chairman

Attest:



Ronald A. Seay, Secretary

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Agenda Item: 7	Consideration of VDH Funding for Waterline Replacement Project WSL-015-25E: S. Monte Vista Dr., Green Spring Church Rd., Lake Rd., and Lowery Hills and WSL-012-25 Spoon Gap
Presenter(s):	Ryan Kiser
Beginning Time:	5:05pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	<p>This past year WCSA applied for funding with the Virginia Department of Health for the following projects to replace</p> <p>South Monte Vista Drive – replace existing line Green Spring Church Road – replace existing line Lake Road – replace existing line Lowery Hills – replace existing line Spoon Gap Road – install new line to serve 4 customers</p> <p>WCSA applied for funding as a combined project in the amount of \$6,474,013.</p> <p>WCSA received an offer of loan funding in the full amount of \$6,474,013 at the loan terms of 20 years and the market rate thru the Virginia Resource Authority of currently 3%.</p> <p>Interest alone on this loan would be \$2,229,094.30</p> <p>Staff has spoken with VDH and WCSA was <u>unable</u> to qualify for any principal forgiveness (grant) due to areas not being considered disadvantaged.</p> <p>Staff plans to a reapply for all projects and apply for the South Monte Vista separately due to it possibly qualifying for disadvantaged.</p>
Discussion:	
On the Record:	
Enclosures:	Offer Letters
Recommendation:	Staff recommends the Board respectfully decline the funding offers for WSL-015-25E and WSL-012-25.
Proposed Motion:	Move that the Board respectfully decline the funding offers for WSL-015-25E and WSL-012-25.
Actual Motion:	Board moved to respectfully decline the funding offers for WSL-015-25E and WSL-012-25.
Motion By:	Mr. Campbell

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Second By:	Mrs. Miller
Voting: Ayes:	5
 Nays:	0
 Abstain:	0
End Time:	5:13pm

Agenda Item: 8	Consideration of VDH Funding for Middle Fork WTP Upgrade for PFAS Treatment, Phase 1 BIL-011C-24, Phase 2 BIL-010C-25
Presenter(s):	Ryan Kiser
Beginning Time:	5:13pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	<p>This past year WCSA applied for funding with the Virginia Department of Health. This funding would be utilized to design and construct the necessary upgrades to remove perfluoroalkyl and polyfluoroalkyl substances (PFAS) from the drinking water.</p> <p>The WCSA has received (2) offers of funding as principal forgiveness totaling \$9,629,000.</p> <p>Should the Board approve staff to accept the funding, staff will proceed with procuring an engineer to assist with this work.</p>
Discussion:	
On the Record:	
Enclosures:	Offer Letters
Recommendation:	Staff recommends the Board accept the offer of principal forgiveness funding for BIL-011C-24 and BIL-010C-25 PFAS Treatment.
Proposed Motion:	Move that the board accept the offer of principal forgiveness funding for BIL-011C-14 and BIL-010C-25 Treatment.
Actual Motion:	Board moved to accept the offer of principal forgiveness funding for BIL-011C-14 and BIL-010C-25 Treatment.
Motion By:	Mrs. Miller
Second By:	Mr. Ball
Voting: Ayes:	5
 Nays:	0
 Abstain:	0
End Time:	5:19pm

Agenda Item: 9	Considerations of Dual License Pay Qualifications
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Presenter(s):	Daniel Leathers
Beginning Time:	5:19pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	This agenda item reviews the current need and requirements for dual license premium pay. The current WCSA policy and pay band structure allow for dual license premium pay, and this meeting item is to determine the minimum qualifications to meet and receive this pay enhancement.
Discussion:	
On the Record:	
Enclosures:	Attached slides
Recommendation:	Subject to answering any questions the Board may have; Staff recommends that the Board favorably consider adjusting the dual license premium pay for any new employees to WCSA.
Proposed Motion:	Move the board to approve the Dual License Premium Pay Qualification amendment and include the new statement in the 2025-26 WCSA Pay Rates.
Actual Motion:	Board moved to approve the Dual License Premium Pay Qualification amendment and include the new statement in the 2025-26 WCSA Pay Rates with the amendment that the effective date begins February 1 st , 2025.
Motion By:	Mr. Campbell
Second By:	Mr. Hutton
Voting: Ayes:	5
Nays:	0
Abstain:	0
End Time:	5:28pm

Agenda Item: 10	Consideration of Cost Sharing with School System for Extended Testing
Presenter(s):	Ron Seay
Beginning Time:	5:28pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	In October 2024 EPA mandated that Water Utilities start testing Public School Systems internal fixtures for possible lead presence. WCSA has no detection of lead in our water distribution system. The EPA requirement is to take five samples from internal fixtures at each school to be analyzed by a third-party lab for lead presence. WCSA completed this required sampling and shared the lab results with the School System. Five of the sixteen schools evaluated had fixtures with a lead presence above the 10ppb threshold set by EPA. The School System requested that WCSA sample all water fixtures in the five impacted

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	schools. As dictated by VDH minimum dwell time in the water fixtures and school schedules the samples had to be taken early mornings and on weekends which resulted in sampling being completed on overtime. WCSA labor cost and third-party lab testing cost totaled \$16,228 to complete this task. The lab results were given to the School System for their internal actions.
Discussion:	
On the Record:	
Enclosures:	Slides of detailed cost
Recommendation:	Staff recommends the Board approve WCSA to share this cost with the School System.
Proposed Motion:	Move that the Board approve WCSA to share this cost with the School System.
Actual Motion:	Board moved to approve Cost Share Plan 3, wherein WCSA will absorb labor costs and the school system will pay for cost of testing each school with the testing amounting to \$12,525.
Motion By:	Mr. Ball
Second By:	Mr. Campbell
Voting: Ayes:	5
 Nays:	0
 Abstain:	0
End Time:	5:39pm

Agenda Item: 11	Review Flood Damage – Water and Sewer Restoration Progress
Presenter(s):	General Manager and Staff
Beginning Time:	5:40pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	
Discussion:	See attached presentation
On the Record:	
Enclosures:	
Recommendation:	
Proposed Motion:	None
Actual Motion:	None
Motion By:	
Second By:	

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Voting:	
Ayes:	
Nays:	
Abstain:	
End Time:	5:56pm

Agenda Item: 12	Consideration of Commissioner's Comments & Questions on Staff Reports
Presenter(s):	Chairman
Beginning Time:	5:56pm
Potential Conflict(s) of Interest and Abstention(s):	None
Background:	None
Discussion:	
On the Record:	None
Recommendation:	None
Proposed Motion:	None
Actual Motion:	None
Motion By:	
Second By:	
Voting:	
Ayes:	
Nays:	
Abstain:	
End Time:	6:04pm

Agenda Item: 13	Closed Meeting
Presenter(s):	Commissioner
Beginning Time:	6:04pm
Potential Conflict(s) of Interest and Abstention(s):	None
On the Record:	None
Actual Motion:	Adjourn to closed meeting
Motion By:	Mr. Campbell
Second By:	Mrs. Miller
Voting:	
Ayes:	5
Nays:	0
Abstain:	0
End Time:	6:05pm

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**WASHINGTON COUNTY SERVICE AUTHORITY
REGULAR BOARD MEETING
January 27, 2025**

**Agenda Item 13
CLOSED MEETING MOTION**

I move that the Board move to closed meeting for the purposes of:

1. Consultation with legal counsel pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of WCSA, as provided in Code of Virginia § 2.2-3711(A)(7).
2. Consultation with legal counsel employed or retained by WCSA regarding specific legal matters requiring the provision of legal advice by such counsel, as provided in Code of Virginia § 2.2-3711(A)(8).

I also move that the Board request the attendance of Ron Seay, Ryan Kiser, Dwain Gilbert, Holly Edwards, Shawn Blevins, Dan Leathers, and Mark Lawson at closed meeting.

Movant: Mr. Campbell

Second: Mrs. Miller

Vote: 5

Agenda Item: 14	Return to Open Meeting
Presenter(s):	Commissioner
Beginning Time:	6:28pm
Potential Conflict(s) of Interest and Abstention(s):	None
On the Record:	None
Actual Motion:	Motion to return to open meeting.
Motion By:	Mr. Campbell
Second By:	Mr. Hutton
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	6:29pm

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Agenda Item 14
RETURN TO OPEN MEETING MOTION

I request that the Board return to open meeting and that each Board member certify that only public business matters lawfully exempted from open meeting requirements were heard, discussed, or considered in closed meeting, and that such certification be recorded in the Board's minutes.

Movant: Mr. Campbell

Second: Mr. Hutton

Roll Call:

<u>Commissioner</u>	<u>Certification (Yes/No)</u>
D. Miller	Yes
Thayer	Absent
Ball	Yes
Campbell	Yes
Hutton	Yes
C. Miller	Yes
Taylor	Absent

Agenda Item: 15	Late Items
Presenter(s):	Commissioner
Beginning Time:	6:29pm
Potential Conflict(s) of Interest and Abstention(s):	None
On the Record:	None
Discussion:	None
Actual Motion:	
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	6:29pm

Agenda Item: 16	Public Query and Comment
Presenter(s):	Chairman
Beginning Time:	6:29pm

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Potential Conflict(s) of Interest and Abstention(s):	None
Speakers:	None
Discussion:	None
On the Record:	None
Actual Motion:	None
Motion By:	
Second By:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	6:29pm

Agenda Item: 17	Adjourn
Presenter(s):	Commissioner
Beginning Time:	6:29pm
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to adjourn.
Motion By:	Mr. Campbell
Second By:	Mrs. Miller
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	6:30pm


 Dwain Miller, Chairman


 Holly Thompson, Assistant Secretary