

**Washington County Service Authority Board of Commissioners
February 24, 2025, Regular Board Meeting Minutes**

Agenda Item: 1	Call the Meeting to Order
Presenter(s):	Chairman
End Time:	4:56pm

Agenda Item: 2	Roll Call
Presenter(s):	Chairman
Present:	Mr. Ball, Mr. Campbell, Mr. Hutton, Mrs. C. Miller, Mr. D. Miller
Absent:	Kevin Thayer, Mr. Taylor (present at start of meeting to 5:30pm)
End Time:	4:56pm

Agenda Item: 3	Prayer and Pledge of Allegiance
Presenter(s):	Ken Taylor opened the meeting in prayer and led the Pledge of Allegiance.
Beginning Time:	4:56pm
End Time:	4:57pm

Agenda Item: 4	Approval of the Agenda
Presenter(s):	Chairman
Beginning Time:	4:57pm
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:	Mr. Miller
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
End Time:	4:58pm

Agenda Item: 5	Approval of the Consent Agenda
Presenter(s):	Chairman
Beginning Time:	4:58pm
Potential Conflict(s) of Interest and Abstention(s):	None

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Discussion:	
On the Record:	None
Actual Motion:	Motion to approve the consent agenda.
Motion By:	Mrs. Miller
Second By:	Mr. Campbell
Voting: Ayes:	6
Nays:	0
Abstain:	0
End Time:	4:58pm

Agenda Item: 6	Consideration of Progressive Disciplinary Action Procedure
Presenter(s):	Shawn Blevins & Daniel Leathers
Beginning Time:	4:58pm
Potential Conflict(s) of Interest and Abstention(s):	None.
Background:	At the request of WCSA employees, a progressive disciplinary procedure was developed to be presented to the board for review.
Discussion:	The current WCSA disciplinary policy does not provide employees with a duration for which warnings will stay on record. The current policy does not offer recommendations for the disciplinary process based on the violation.
On the Record:	
Enclosures:	Proposed procedure attached.
Recommendation:	Staff recommends the Board approve Progressive Disciplinary Action Procedure.
Proposed Motion:	Move that the Board approve Progressive Disciplinary Action Procedure.
Actual Motion:	Board moved to table this item until they can have a workshop to discuss this procedure in-depth.
Motion By:	Mr. Campbell
Second By:	Mr. Hutton
Voting: Ayes:	6
Nays:	0
Abstain:	0
End Time:	5:09pm

Agenda Item: 7	Consideration of Cash Flow to Fund Helene Recovery Projects
Presenter(s):	General Manager
Beginning Time:	5:10pm

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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:	
Voting:	Ayes:
	Nays:
	Abstain:
End Time:	

Agenda Item: 8	Consideration of Resolution Declaring Intent for Loan
Presenter(s):	Ron Seay
Beginning Time:	5:10pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	
Discussion:	
On the Record:	
Enclosures:	Slides presented
Recommendation:	Staff recommends the Board approve Resolution Declaring Intent for Loan.
Proposed Motion:	Move that the Board approve Resolution Declaring Intent for Loan.
Actual Motion:	Board moved to approve Resolution Declaring Intent for Loan.
Motion By:	Mr. Campbell
Second By:	Mr. Taylor
Voting:	Ayes: 6
	Nays: 0
	Abstain: 0
End Time:	5:29pm

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Agenda Item: 9	Review Flood Damage – Water and Sewer Restoration Progress
Presenter(s):	Engineering Manager and Staff
Beginning Time:	5:29pm
Potential Conflict(s) of Interest and Abstention(s):	
Background:	
Discussion:	See attached presentation
On the Record:	Mr. Taylor excused himself from the meeting at 5:30pm.
Enclosures:	
Recommendation:	
Proposed Motion:	None
Actual Motion:	None
Motion By:	
Second By:	
Voting:	
Ayes:	
Nays:	
Abstain:	
End Time:	5:38pm

Agenda Item: 10	Consideration of Commissioner's Comments & Questions on Staff Reports
Presenter(s):	Chairman
Beginning Time:	5:38pm
Potential Conflict(s) of Interest and Abstention(s):	None
Background:	None
Discussion:	<p>Mr. Campbell: "I'd just like to thank the employees for all the hard work through this weather we've had. And uh, we've got four guys sitting back here, thank you. I hope you pass that on to the other employees. We really appreciate it."</p> <p>Mr. Miller: "Well said. They have worked through some tough conditions this winter."</p> <p>Mrs. Miller: "I have a little food for thought, I guess. So, I'm concerned about all the employees that we're losing. And we've got to dig into the reason why and figure it out because we're just going to keep losing them and then we're really going to be in trouble. So, we've got to figure out why they don't want</p>

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	<p>to work here anymore and come up with a plan. This used to be a good place to work but it seems like, you know, everybody is trying to leave. So, we've got to figure out what the problem is. That's all I've got to say."</p> <p>Mr. Miller: "Could somebody go out with about a half-ton of rock on Mary's Chapel Road and fill that hole up where we've got that two cones sitting in it? Right there at the back entrance to the church. If somebody could fill that up before someone runs into it that would be much appreciated."</p> <p>Mr. Hutton asked Mr. Kiser about the situation on Monte Vista Dr. Mr. Kiser addressed the question.</p> <p>Mr. Ball also asked Mr. Kiser for an update on the Lee Highway Corridor Improvements Project. Mr. Kiser provided Mr. Ball and the Board an update.</p>
On the Record:	None
Recommendation:	None
Proposed Motion:	None
Actual Motion:	None
Motion By:	
Second By:	
Voting:	
Ayes:	
Nays:	
Abstain:	
End Time:	5:47pm

Agenda Item: 11	Closed Meeting
Presenter(s):	Commissioner
Beginning Time:	5:47pm
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:	6:02pm

WASHINGTON COUNTY SERVICE AUTHORITY
REGULAR BOARD MEETING

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Agenda Item 11
CLOSED MEETING MOTION

I move that the Board proceed 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: 12	Return to Open Meeting
Presenter(s):	Commissioner
Beginning Time:	6:02pm
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. Ball
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	6:03pm

Agenda Item 12
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.

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Movant: Mr. Campbell
Second: Mr. Ball

Roll Call:

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

Agenda Item: 13	Late Items
Presenter(s):	Commissioner
Beginning Time:	6:04pm
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:	6:04pm

Agenda Item:	Consideration of Rohr Settlement
Late Item	
Presenter(s):	Mark Lawson / Ron Seay
Beginning Time:	6:04pm
Potential Conflict(s) of Interest and Abstention(s):	

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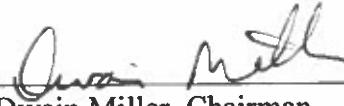
Background:	Settlement of Rohr Condemnation Cases: Three condemnation (eminent domain) cases are pending before the Circuit Court of Washington County in which WCSA is seeking temporary and permanent easements from members of the Rohr family. The easements are needed for the Lee Highway Sewer Improvement Project. That Authority has attempted for two years to obtain the easements. WCSA made settlement offers on April 25 and July 19, 2023, and it obtained appraisals of the affected parcels to facilitate settlement. WCSA filed petitions in condemnation to obtain needed easements. In January of this year, WCSA received a final monetary demand from the Rohrs. The WCSA Board of Commissioners found the demand acceptable. The Authority's counsel communicated to Rohrs' counsel the Board's acceptance of their monetary demand, and he received revised easements from Rohrs' counsel. Authority counsel modified and returned revised easements to Rohrs' counsel. <u>Authority counsel is providing to each Board member a copy of this memo and each of three easements.</u> As a late item, authority staff recommends that the Board approve settlement by the following motion: I move that the Board approve settlement of three condemnation cases between members of the Rohr family and WCSA now pending in the Circuit Court of Washington County.					
		Jack, Terry, Randy Rohr		Randy, Cheryl Rohr	Terry Rohr	Total
		162-A-23, 183-A-35		183-A-36	162-A-23B	
	Compensation	60,000		12,360	8,000	80,360
	Attorney Fees	18,000		3,708	2,400	24,108
	Tap Cost	0		6,250	0	6,250
	COT (paid)	-4,800		-3,010	-1,610	-9,420
	Total	73,200		19,308	8,790	101,298
Discussion:						
On the Record:						
Enclosures:	The Authority's staff recommends that the Board approve the settlement by the following motion: I move that the Board approve settlement of three condemnation cases between members of the Rohr family and WCSA now pending in the Circuit Court of Washington County.					
Recommendation:	Move that the Board approve settlement of three condemnation cases between members of the Rohr family and WCSA now pending in the Circuit Court of Washington County.					
Proposed Motion:	Move that the Board approve settlement of three condemnation cases between members of the Rohr family and WCSA now pending in the Circuit Court of Washington County.					
Actual Motion:	Board moved to approve settlement of three condemnation cases between members of the Rohr family and WCSA now pending in the Circuit Court of Washington County					
Motion By:	Mr. Ball					
Second By:	Mr. Campbell					
Voting:	5					
Ayes:						
Nays:	0					
Abstain:	0					
End Time:	6:04pm					

Agenda Item: 14	Public Query and Comment
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Presenter(s):	Chairman
Beginning Time:	6:04pm
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:	6:04pm

Agenda Item: 15	Adjourn
Presenter(s):	Commissioner
Beginning Time:	6:05pm
Potential Conflict(s) of Interest and Abstention(s):	None
Discussion:	None
On the Record:	None
Actual Motion:	Motion to adjourn.
Motion By:	Mrs. Miller
Second By:	Mr. Campbell
Voting:	Ayes: 5
	Nays: 0
	Abstain: 0
End Time:	6:05pm


Dwain Miller, Chairman


Holly Thompson, Assistant Secretary