

**VIRGINIA:**

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 3<sup>rd</sup> day of August 2021 at 5:30 p.m. in the Revercomb Building Board Room at 10459 Courthouse Drive, King George, Virginia:

**PRESENT:**

Annie Cupka, Chairman  
James Morris, Vice-Chairman  
Cathy Binder, Member  
Carrie Cleveland, Member  
Allen R. Parker, Jr., Member  
Jonathon Weakley, General Manager  
Chris Miller, County Administrator  
Ken Golski, Deputy County Attorney

**0:00:03.0 Madam Chair:** I hereby call to order this meeting of the King George County Service Authority board of directors. Please stand as you are able for the invocation by Ms. Binder and then the Pledge of Allegiance by Mr. Weakley.

[pause]

**0:00:35 ALL:** [Pledge of Allegiance]

**0:00:51.5 Madam Chair:** Please be seated. Mr. Weakley, do we have any amendments to the agenda this evening?

**0:00:56.1 Jonathon Weakley:** There are no amendments, Madam Chair.

**0:00:58.4 Madam Chair:** Very good. I'll now open the floor for public comment. Comments will be limited to three minutes per person in order to afford everyone an opportunity to speak. And seeing as we do not have any specific public hearing items this evening, we will go ahead and ask. Is anyone here in the boardroom for public comment for the service authority meeting? Seeing none, Mr. Dines, do we have anyone online? Thank you. Directors, do we have any correspondence from citizens requesting to be read into the record of the meeting? Very good then. I'll close public comment and move on to reports of members of the board. Mr. Parker?

**0:01:41.3 Allen Parker:** No report, ma'am.

**0:01:43.4 Madam Chair:** Mr. Morris?

**0:01:45.7 James Morris:** No report, ma'am, but I'd just like to take a moment and thank everyone for their understanding last month while I dealt with a family medical emergency. The doctors got my brother-in-law stable and we got him home, but he still needs a lot of medical care. Thank you.

**0:02:03.4 Madam Chair:** Yes, sir. He'll be in our prayers. Ms. Binder?

**0:02:07.3 Cathy Binder:** No report.

**0:02:08.7 Madam Chair:** Ms. Cleveland?

**0:02:09.3 Carrie Cleveland:** No report, ma'am.

**0:02:11.0 Madam Chair:** And I have no report for this evening. Consent agenda? Do I have a motion?

**0:02:17.7 J. Morris:** I make a motion we accept the consent agenda as presented.

**0:02:22.5 C. Binder:** Second.

**0:02:24.7 Madam Chair:** All those in favor say aye?

**0:02:26.1 C. Binder:** Aye.

**0:02:26.4 C. Cleveland:** Aye.

**0:02:26.8 J. Morris:** Aye.

**0:02:27 A. Parker:** Aye.

**0:02:28.2 Madam Chair:** Any opposed? Chair votes aye. Motion carries. Report from the County Attorney. Mr. Golski, do you have anything for us this evening, sir? Very good, thank you, sir. We'll move right along to general managers report, Mr. Weakley.

**0:02:44.7 J. Weakley:** Thank you, Madam Chair. Mr. Dines is getting that loaded for us now. Thank you, sir. I'd like to start with some general water information. One of the ongoing requirements in one of our water systems is a Oxford test plan. This is specified for the Canterbury Water System. That plan has been approved by DEQ. We're trying to secure well-drilling services to do that, so it's a... Beyond drilling a well. There's a lot of monitoring and things that are required by DEQ, so it's kind of a specialty service. We have reached out to four providers. Three have declined and we're waiting for, hopefully a proposal from a company. After receiving that, we'll certainly have to work that through the procurement process, so that is in the works. Working with AT&T on location of their telecom equipment. We have received, this is new since July, we have received a draft lease, so that has made its way to Mr. Britton's office. I would say, board should give that consideration at their next meeting or the first meeting in September. The lease agreement, when it was sent over to me, I initially sent that to Matt, thought we were good to go, at least from the review standpoint. The following day, I received a facility questionnaire where they're looking more like environmental assessments. How long have you owned the land, what's been on this site,

so I don't look like that's been through their completed process review, so I called the rep for AT&T. And they said, "Well, what we would expect back is a red line comment of that draft agreement." And they have received the questionnaire, I think there was like 12 or 13 items of how long have you owned the land, is there a generator on site? A lot of fact-finding things, so at a future meeting is when you should take that up for consideration. It is very similar to the agreement that we were close to about a year or so ago with... I believe that was Sprint at that time. So that's an upcoming item for you to consider.

AMI Meter RFP deadline, that was July 28th. So I informed the board, we were going out for a request for a proposal. That is not committing to any funding. AMI is advanced metering infrastructure, so we'd be looking at replacing all of your current meter assets and also taking it to a cloud-based system. An evaluation committee has been formed, so normally how that works is an evaluation committee, they have a matrix, they weigh out, they meet, they discuss, and then they'll narrow down to do interviews with a certain amount of providers who have provided proposals. And then there's a recommendation that would come to the board of directors, so I believe, again, there's some time in between the review committee and when that would come to your level. I would wanna point out that this is in the Draft CIP, I know that'll be some further discussion, so there's no guarantee, again. This is bringing you a proposal and a recommendation. You ultimately have the authority whether you wanna approve that capital commitment and recommendation when it comes to you in the next month or so.

Alright, moving on. Some additional water information... So DEQ had reached out through their groundwater withdrawal department. They're looking at assessing fees to help fund their source water and withdrawal... Groundwater withdrawal programs. They asked that there be some small utilities included in that review group, that it's not just made up of larger municipalities. So Mr. Kudlas with DEQ had reached out, we designated our water manager for that process. They'll have about three meetings. They've had one already. I'm sure that there may be a fee. Our position is no fee, if all possible. If not, please consider it on a size scale when it comes to percentage base of fees. On the wastewater side, we did have a UV system rep come out. Three of our wastewater treatment plants have outdated equipment, and they're the same... Those three systems are the same. We've got a service report from Sue S, which was the provider of that equipment that indicates it's at the end of life, and it's not really supported, so the best we can do is buy bulbs and things to keep it online, but we wanted a report... We wanted a quote for replacement equipment, so that could be plugged into your FY'23 budget, so there's some time built in there, and we've communicated that to DQ, 'cause they've had some comments even in their recent inspection report about intensity equipment not working. We're still meeting... That point in treatment treats more so for E. Coli, that parameter, so we're meeting those limits, but they look at equipment, is it functioning as designed, so we have said, "Hey, this equipment will need to be replaced, but we need to give ourselves time to evaluate it and look to put it in next year's budget." So that will be FY'23.

Reviewing current power demand, something else that was in the FY'22 budget, I talked to you about during the budget work session, is replacing the rotary equipment at the Dahlgren wastewater treatment plant, more so with a floating mixing aeration type of equipment. So the funding's there. However, you need to do a full-scale power review, make sure you have the appropriate power. We believe we do within their schematics, where are you pulling that power from? Wiley Wilson was working on the specs for that RFP, so that would need to go over to county engineer for review, and then ultimately go through the process if it's gonna be recommended for procurement, but that is already funded, that's in the budget you approved. It's just going through the proper procurement and any legal review.

Submitted the reports for June, so we're coming up for reports being due for July. Generally data is completed somewhere around the 5th or the 6th, so I can get the reports in by the 10th, so that

commitment will be met. Other information, we have some site clean-up underway over at our site, it was time to kind of throw away any non-usable parts sometimes we collect over the years after repairing, and primarily taking advantage of any... Recycling any applicable items. Of course, any of those funds go back to the fund balance. Notification signage, this is a follow-up to a prior concern Mr. Parker brought to us, we did order those notification signs for our pump stations. We will start with the four pump stations at Hopyard and then move out to the rest of the site, they look very nice. We used a local vendor and they will be going up very soon. Connection totals for the year, there were 97 full service connections, full service residential connections. We budget for 50, that's what our financial model is. You may recall back in June of 2019, when the right plan was approved, it was based on a 50 connection per year model. We've exceeded that. In addition, we have 12 water-only residential connections, and we had two water-only commercial. So that's good, when you get to year-end report, and we're gonna get to that here through May, 'cause we haven't closed out the books yet, there's significant revenue, it could be close to \$1 million you're gonna be adding to your unassigned fund balance, but those end of the year reports will define that even more so. Staff will be issuing a purchase order utilizing engineering service agreement for the purpose of a raw water study, so that's upcoming.

CARES Utility Relief Fund, I wanted to provide you an update, as you know, that was awarded late last year, I believe. The county is the fiscal agent of that, so of the roughly \$210,000 we have received, we've utilized a little over \$170,000 of that. The remaining funds available to assist customers is just under \$40,000. The service authority is aware of a possible new round of funding from the state. I sent the board an email earlier that was sent to us by Chris Pomeroy of AquaLaw who regularly tracks legislative updates, so we know there's additional funding. We were also contacted by the state, just like last time, for these utility relief funds. They asked for customer arrearage information, they didn't indicate of when funds will be available, when the application fund will be available, but we provided that information that they requested, so there could be additional utility relief funds coming. But this \$39,000 represents what's remaining of the funds, and I believe they have to be expended by the end of this year, is that correct? Thank you both. This is financial data the board had requested in the past to receive quarterly updates on finances, so this is a cash flow report that Ms. Hahn's office sends to us regularly, and again, when you get towards the end of a year close-out, you know, you won't have June 'cause there's other charges coming in, so what I put in yellow is what we can realize as actual... We have the actuals all the way through May, June is projection, so don't really focus in on that, that really looks at the prior year. So in yellow, the total revenues through May, we were at \$6.6 million total expended through May at \$5.4 million, so a year to date excess, meaning favorable of \$1.1 million. So again, that'll shake out a little bit, you have to see where June ends up. But a good favorable balance if I may. So Madam Chair, that's all I had from my GM report. If there's any questions, I'm happy to address those.

**0:13:07.5 Madam Chair:** Thank you very much, Mr. Weakley. Any questions from directors? Gentlemen?

**0:13:14.0 A. Parker:** No, ma'am.

**0:13:14.8 Madam Chair:** Thank you. Ladies? Do you have any... Ms. Cleveland? Yes, ma'am, go right ahead.

**0:13:22.8 C. Cleveland:** When you were talking about the evaluation committee that's been formed to evaluate the proposals, who is the committee, is it staff or...

**0:13:31.7 J. Weakley:** It's staff, though, who's been named for that committee is myself, but as I've... That's a primary role of a GM, superintendent of operations, Ms. Barker from the executive assistant who has direct relation with our existing meter read software. So that's a natural fit. We've invited Kyle Conboy, who's our... Well, the county's GIS manager. So there's some GPs and some GIS information that would be gained by this service, if you go this route. Travis Quesenberry is on that panel, and we've asked finance to be part of that panel as well, so try to get a wide variety who would be analyzing it from different aspects.

**0:14:15.8 C. Cleveland:** Thanks.

**0:14:16.4 J. Weakley:** You're welcome.

**0:14:18.6 Madam Chair:** Alright, thank you, Mr. Weakley. I don't have any questions. With that, I'll entertain a motion.

**0:14:26.6 J. Morris:** I move that the King George County Board of Directors convene in closed meeting pursuant to state code Section 2.2-3711 Section A1 for discussion and consideration of the assignment, appointment, performance, or resignation of specific public officers, appointees, or employees of the authority, namely the General Manager. Section 2.2-3711 (A) 5, 6, and 8 for discussion concerning a prospective business or industry or the expansion of existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facility in the community. Discussion of consideration of the investment of public funds, where competition or bargaining is involved, where made publicly initially the financial interest of the governmental unit would be adversely affected. And Section 2.2-3711 (A)8 for consultation with legal counsel employed or retained by the public body regarding specific legal matters requiring the provision of the legal advice by such counsel, specifically the proposed revision of the Virginia Department of Environmental Quality to consent orders for Fairview Beach Wastewater Treatment Plant, BPDES permit number VA0092134 and Dahlgren Wastewater Treatment Plant BPDES permit number VA0026514 and Oakland Park Wastewater Treatment Plant BPDES permit number VA0086789 and the Perkins Corner Wastewater Treatment Plant BPDES permit number VA0070106 and for the consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such council, namely the proposed service agreement relating to Potomac Landing. I invite the general manager, county administrator, county attorney, and deputy county attorney because they are deemed necessary and or their presence will reasonably aid the Board in its consideration of the topics to be discussed pursuant to VA Code Section 2.2-3712 (F).

**0:17:19.2 C. Binder:** Second.

**0:17:21.3 Madam Chair:** All those in favor say aye.

**0:17:22.3 C. Binder:** Aye.

**0:17:22.5 C. Cleveland:** Aye.

**0:17:22.7 J. Morris:** Aye.

**0:17:23 A. Parker:** Aye.

**0:17:23.4 Madam Chair:** Chair votes aye. Motion carries. We are in closed session.

**0:17:27 J. Morris:** I move that the King George County Service Authority Board of Directors return to Public Meeting and certify by vote that only public business matters lawfully exempted from open meeting requirements by Virginia law, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered during the closed meeting.

**0:18:00 Madam Chair:** Each member so certify.

**0:18:03 A. Parker:** Allen Parker. So certify.

**0:18:05 J. Morris:** James Morris. So certify.

**0:18:07 C. Binder:** So certify.

**0:18:09 C. Cleveland:** Carrie Cleveland. So certify.

**0:18:11 Madam Chair:** Ann C. Cupka. So certify. We are in open session. I wish to read a statement on behalf of the Board of Directors. "The King George County Service Authority Board of Directors has received and accepted the resignation of General Manager Mr. Jonathon Weakley. We thank Mr. Weakley for his leadership and his service to our community and we wish him well in his new position as County Administrator of Madison County, Virginia." We look forward to working with you in the future, sir. Thank you very much. Do we have additional motions?

**0:19:31 J. Morris:** I make a motion that we accept Mr. Weakley's resignation.

**0:19:36 C. Binder:** Second.

**0:19:38 Madam Chair:** I don't believe we need a separate motion to do so. As we just read the statement but thank you very much for that. If you want to carry on with the additional motions.

**0:19:45 J. Morris:** Ok. I move that the Service Authority Board of Directors authorize staff to execute the DEQ superseding consent order in a form acceptable by the County Attorney and the General Manager.

**0:20:00 C. Binder:** Second.

**0:20:02 Madam Chair:** All those in favor say aye.

**0:20:05 C. Binder:** Aye.

**0:20:07 C. Cleveland:** Aye.

**0:20:09 J. Morris:** Aye.

**0:20:11 A. Parker:** Aye.

**0:20:13 Madam Chair:** Any opposed? Chair votes aye. Motion carries.

**0:20:20 J. Morris:** I move that the Service Authority Board of Directors authorize staff to advertise for the position of General Manager of the Service Authority.

**0:20:30 C. Binder:** Second.

**0:20:32 Madam Chair:** All those in favor say aye.

**0:20:37 C. Binder:** Aye.

**0:20:39 C. Cleveland:** Aye.

**0:20:41 J. Morris:** Aye.

**0:20:43 A. Parker:** Aye.

**0:20:45 Madam Chair:** Any opposed? Chair votes aye. Motion carries.

**0:20:48 J. Morris:** I move that the Service Authority Board of Directors authorize staff to execute the operations oversight agreement as preliminarily presented as approved by the County Attorney.

**0:20:55 C. Binder:** Second.

**0:20:57 Madam Chair:** All those in favor say aye.

**0:20:59 C. Binder:** Aye.

**0:21:01 C. Cleveland:** Aye.

**0:21:03 J. Morris:** Aye.

**0:21:05 A. Parker:** Aye.

**0:21:07 Madam Chair:** Any opposed? Chair votes aye. Motion carries.

**0:21:11 J. Morris:** I move to adopt the resolution appointing Mr. Christopher Miller as interim General Manager as presented.

**0:21:20 C. Binder:** Second.

**0:21:22 Madam Chair:** All those in favor I do require a roll call vote.

**0:21:25 A. Parker:** Allen Parker. Aye.

**0:21:27 J. Morris:** James Morris. Aye.

**0:21:29 C. Binder:** Cathy Binder. Aye.

**0:21:31 C. Cleveland:** Carrie Cleveland. Aye.

**0:21:33 Madam Chair:** Ann C. Cupka. Aye. Motion carries unanimously. Congratulations Mr. Miller and thank you for agreeing to take on additional responsibility in service to our community. Do I have another motion?

**0:21:45 J. Morris:** I move to adjourn to our next scheduled meeting, August 17<sup>th</sup>, 2021 at 5:30 PM here in the Board Room.

**0:21:55 C. Binder:** Second.

**0:21:57 Madam Chair:** All those in favor say aye.

**0:21:59 C. Binder:** Aye.

**0:22:01 C. Cleveland:** Aye.

**0:22:03 J. Morris:** Aye.

**0:22:05 A. Parker:** Aye.

**0:22:07 Madam Chair:** Chair votes aye. Motion carries. We are adjourned.