

VIRGINIA:

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 17th day of May, 2022 at 5:30 p.m. in the Revercomb Building Board Room at 10459 Courthouse Drive, King George, Virginia:

PRESENT: James Morris, Chairman
Allen R. Parker, Jr., Vice-Chairman
Cathy Binder, Member
Carrie Cleveland, Member
Annie Cupka, Member
Chris Miller, County Administrator/Interim General Manager

REMOTE: Kelly Lackey, County Attorney

0:00:03.6 Chairman: I call this regular meeting of the King George County Service Authority Board Of Directors to order. We will begin with an invocation by Mr. Parker followed by the pledges of allegiance by Mr. Miller. If you are able to stand, please do so.

0:00:19.4 Allen Parker: [Invocation] NO AUDIO

0:00:38.8 ALL: I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

0:00:58.3 Chairman: Thank you. Mr. Miller, any amendments to the agenda this evening?

0:01:02.5 Chris Miller: No, sir.

0:01:03.2 Chairman: Okay. Moving on. Excuse me. The public comments. Anybody in the audience wish to speak this evening? Mr. Dines, do we have anyone online? Thank you. Reports from the members of the board. Ms. Cleveland?

0:01:22.3 Carrie Cleveland: No report.

0:01:23.7 Chairman: Thank you. Ms. Cupka?

0:01:26.0 Annie Cupka: No report.

0:01:27.0 Chairman: Thank you. Mr. Parker?

0:01:28.5 A. Parker: No report.

0:01:29.5 Chairman: Ms. Binder?

0:01:30.2 Cathy Binder: No report.

0:01:31.2 Chairman: And I have nothing. Okay. Move on to the consent agenda.

0:01:38.2 A. Parker: Motion to accept the consent agenda is written.

0:01:39.9 C. Binder: Second

0:01:42.9 Chairman: Motion's been made and second. Any discussion? All in favor?

0:01:44.6 C. Binder: Aye.

0:01:45.3 C. Cleveland: Aye.

0:01:46.8 A. Cupka: Aye.

0:01:47.3 A. Parker: Aye.

0:01:48.5 Chairman: Chair votes aye. Motion carries. County Attorney, Ms. Lackey. Did she dial in?

0:02:00.9 C. Miller: I believe she is online.

0:02:02.6 Chairman: Does she have anything for us this evening?

0:02:05.8 Kelly Lackey: Hello, all. If you can hear me, I do not have a report this evening.

0:02:11.5 Chairman: Thank you ma'am. Okay. Presentations. First item is the 2022-23 budget presentation. Is it... Ms. Hahn, are you doing that this evening? Or Mr. Miller?

0:02:41.5 C. Miller: Okay. You have it, Mr. Dines? Okay. So we are presenting you the budget. You've obviously had two work sessions. There are obviously one primary assumption I think that would, that needs to be pointed out is obviously there is a assumption that this budget is based on a 4% increase in the rates, which is spelled out in the financial plan that was put together back in 2019. It calls for an annual increase in the '22-'23 fiscal year of 4%. Do we have some more? Can you advance some of that? Okay.

So there are two budget categories, obviously the water and the sewer. Water is going to be a little over \$2 million; \$2,031,605. Sewer, \$3.5 million, roughly. There are transfers to capital for debt service, and projects and the reserves of \$1.8 million almost \$1.9. The total expenditures are \$7.4 million and there would be an increase in total expenditures of just a little under \$500,000, so \$451,187.

Next, the increase of \$279,000 in the water side of it from last year's budget, the key focal points

are the proposal is to add two additional staff for maintenance, electrical costs and the third-party billing increases. Sewer increase of about \$166,106 from FY '22. And of course, those additional maintenance employees that we're proposing would be included in that side of it too, 'cause they are split between water and sewer. We're gonna institute an inflow an infiltration system. So there are some operating costs in there as well. What is not included? And as I indicated, the timing is for us to get you information about the operator and the wastewater operator contract. We are having meetings on Thursday with the two firms. The two firms are Imboden Services, which is your present operator in charge. And then Veolia, which is a firm. I think they primarily have a lot of work in North Carolina, but they have work in Virginia Beach, Fort Monroe, and I believe in kind of the Hampton roads area as well. And so we will interview those firms and examine their qualifications. And then what we would do then is enter into some kind of a negotiated...

TRANSCRIPTION NOT AVAILABLE (No Audio)

0:0:00.0 C. Miller: And that represents a 4% increase. It's applied across the board to consumption fees, debt service fees and the capital reserve fee. So there's a rate increase based on the five-year rate plan approved in FY '19-20 that's 4%, and that would be effective July 1. And it would be first reflected in that September 22 utility bill. There is a sheet there that breaks out the connection fees, the usage fees, minimum bi-monthly residential bill, and an average bi-monthly residential bill, and it kinda breaks it down by per gallons, per 1000 gallons, and it shows you how those bills are... How those fees are applied.

Some more information there. Bulk water sales, those are things that... We're not proposing any increase in those kind of things because we obviously, those are... That's gratis if it comes, it's extra, and we definitely would not wanna count on that. You have a number of other fee breakdowns. If you could go back 'cause I think... Here's the thing, so tampering fees, this is just very fresh in my mind and fresh in Ms. Norris-Barker's mind, because we do have people that when they get cut off for non-payment, lo and behold, when we go to cut them off, they turn it off, and then they call and say, I'm ready to have my water turned on, and I'm ready to pay what I owe, and then we go out to turn it on and the water has already been on, or the meter has been activated again.

That's a tampering fee, so we have to charge them, and we've had a couple of people that have done that recently. So if you know people that get... Messing with it, please don't have them do that, tell them, contact the service authority, contact the office, and they'll get out there, and they'll do whatever they can, but it is based on payment. If you get cut off, it's because you didn't pay, and so when they tamper, it just adds another \$250 to the bill. So I'd like to do that, but that's how we have to do it. So... There's just another breakdown, so that's your revenue summary. It just kinda shows you the pie chart of how things are broken up. Then there's your expenditure summary, breaks... Broken up by water distribution, sewer distribution, debt service, and transfers and revenues.

So the budget summary that Ms. Hahn put together for us is the minimum bill rate increase equals about \$6.34 bi-monthly. Average bi-monthly rate increase will be about \$11.39 bi-monthly. Projections for FY '23 connections are 50 with sewer, zero water only, and zero commercial connections. And again, that's... We could probably devote a little better time to planning and maybe projecting and forecasting that maybe those numbers would be different. We already know that this last year, the Community Development Department has had a lot of activity. I'm not suggesting that they're gonna go over to 50 connections, but that is based on kind of the historical trend that we've had, and I think that we do know that there's a new development that's in the works, Walnut Hill, they kinda re-formatted everything and they're gonna be, and I think I talked about this at the last meeting, they'll be presenting something that's either an amendment to the existing agreement that the service already has with the Walnut Hill sub-division, or it'll be some kind of a

whole new plan. So we're working through that right now, and my understanding that's a, I think, upwards of maybe 90 units, and so we will see some revenue through that. So that's good, good to know. But I think they have that phased in a '22/'23 fiscal year and then a '23/'24 fiscal year, with a certain number in the first year and then the majority in the latter year. But that's good, that's something that we obviously as a service authority, we want those connections. Is that it? Okay. So again, a lot of assumptions. We clearly have some more work to do in terms of getting you the status of things vis a vis an operator, and what we would want to do is... And we obviously have the assumption that you're gonna... That hopefully you approve the maintenance, the two maintenance people that is on this agenda. If you don't approve it, then it would be, we'd take that out, but it was included in your expenditures, and so what we will do is we would want to set up some kind of a public hearing because of the rates, and you could adopt your budget at the same time that you do that as well. So obviously the budget needs to go into effect by July 1, and so you have the 7th and the 21st, or a special meeting, if you need to do it. I'll be happy to answer any questions. I know that... I think the staff did a great job of working on this and putting this together, and I think they did a great job of hopefully answering questions during the budget workshops, but I'm happy to answer any right now.

0:07:07.4 Chairman: Any questions for Mr. Miller?

0:07:10.4 C. Cleveland: I do Mr. Chairman. So I just have a couple questions, and this is really good, so thank you for putting this together. So I see you have this chart here for the revenue summary, but there isn't one for the expenditures. I'm just curious as to why we didn't have that.

0:07:28.5 C. Miller: Ms. Hahn can answer that but I... We did have a slide for that. Did we not?

0:07:34.7 Donna Hahn: So what the slide was in here was just the total expenditures, because if I tried to put those big sheets that we worked on during budget work sessions, it would have... You wouldn't have been able to see it on the screen or even read it on a piece of paper, unless we did the large ones. And I just followed what the previous general manager had done in his presentations in the past and followed that same format for this presentation.

0:08:03.4 C. Cleveland: Yeah, and I remember last year and not having it, so I was just curious as to... But it would be too much information to put on here.

0:08:09.9 D. Hahn: It's too much information to put in a presentation, yes.

0:08:12.4 C. Miller: But we will... We can provide that information.

0:08:15.2 D. Hahn: They have that information, already.

0:08:17.2 C. Miller: Yeah, so we've not deviated from...

0:08:20.8 C. Cleveland: We do have it. It's just, this is really easy to read. So I appreciate this. I like this, I'm sure for people that aren't looking at financials every day, this is a lot easier to read. So another question that I had was... You talked about balancing, and I'm just trying to understand how this works. So we were balancing because our revenues, our expenditures are out-ceeding our revenues, and so we're balancing... Where's the balance on the revenue summary? Is that from the general fund or...

0:08:49.7 D. Hahn: Well, the total revenue is equal to the total expenditures. What he was meaning was a balanced budget, that your expenditures and your revenues equal.

0:09:01.5 C. Cleveland: So is that from the transfer, is that where it's coming from?

0:09:04.4 D. Hahn: No, that transfer and the previous general manager didn't show it out there, it's always been there. It's not really a transfer. The county pays \$85,038 of the debt for the service authority, and so that's why. And it was in there, but not in there, and because of what it is, it needs to be shown properly.

0:09:29.6 C. Cleveland: Okay. I got it. So when you have a balanced budget though, where is the balancing coming in? So where's the money coming from to balance it?

0:09:36.1 D. Hahn: So your revenues equal all of your expenditures plus money for your debt service, plus money for your reserves, plus money for general fund balance, so the actual expenditures that we presented to you on the first two nights, the first night, the big sheets of just the expenditure side, and then last... At the third budget work session, you were given a summary sheet that showed the water, the sewer, and then the debt service and general fund balance, so any monies that are coming in in revenues over what the expenditures are, we were trying... And that was one of the things that I believe when we went back to do the refunding was to show a plan to start increasing the fund balance, and that's where those are on the expenditure side.

0:10:28.3 C. Cleveland: Okay.

0:10:28.4 C. Miller: So maybe another way to answer it would be, is that your revenues might exceed your expenditures initially, but then when you have these various transfers to capital reserve or to deal with your transfer, some of these other things that maybe you're trying to cover, then that's where you would bring your expenditures up through these other various...

0:10:58.3 D. Hahn: So it's kinda like...

0:11:01.3 C. Miller: They're not necessarily expenditures related to going out and digging up a trench, these are more financial expenditures, liabilities.

0:11:07.3 D. Hahn: On the county side of the house, we have a line often that we call contingency where we put money. So on the sewers, on the services, sorry, side of the house, it's general fund balances, and so we set aside a certain amount of budget left for those, but if our expenditures were to overrun, we have that money left there that we can use for those expenses. I hope that makes sense, but it was... And it was discussed at the third budget work session, the general fund balance line and how we'd lowered that amount this year because of increased expenditures.

0:11:47.5 C. Cleveland: That's what I remember, and I was trying to remember what that was about because I got confused about that, but I do think I understand it now. 'Cause I remember you talking about that, how you had to move some stuff around to make it balance.

0:11:58.3 D. Hahn: Yes. And I know it's not a question, but I have a question as far as we go with advertising for the public hearing, I didn't know if it follows and I believe Ms. Lackey is still online.

Does it still follow the same rules as the county, where after the public hearing, we have to wait at least seven days before we can adopt the budget?

0:12:34.8 K. Lackey: Hi, this is Kelly Lackey. It does follow a similar but different rule, and I will get that rule to the staff and to the board.

0:12:47.4 D. Hahn: So the reason I asked that is because we don't have just about a month and a half before the end of the fiscal year that we need to be mindful of, and so that when you're ready for us to advertise for that public hearing, so that I can have time to put that advertisement together. Thank you.

0:13:09.3 Chairman: Thank you, Ms. Hahn. Any other questions?

0:13:12.8 A. Cupka: Yes, Mr. Chair. So I actually did the same thing that Ms. Cleveland did with her little circle there, she's already asked one of my questions, and it's been answered, but I had another question with regard to penalties. So am I understanding that correctly, those are... Those could be tampering fees, they could be penalties for late payments, what are those as far as revenue goes?

0:13:44.0 C. Miller: Ms. Norris Barker would you help answer that?

0:13:47.3 Patti Norris Barker: The penalties are penalties for late payment. There is a separate... I would imagine that... Tampering fees are not... Tampering fees would be a separate line, and it hasn't... The tampering fees have not been used that often, so... But this last billing cycle, we had to collect four.

0:14:17.4 A. Cupka: Thank you. So then my next question is, for this upcoming fiscal year, we're carrying \$82,118 in penalties. Last fiscal year, because I pulled up the report from the packet, this time last year, for fiscal year 2022, in penalties we carried zero. And is that because of the CARES money, the late... All of the aid that was available for people to have the penalties forgiven or... So why the delta? Now we're saying we're gonna collect 82,000 in change, and last year we had written in zero.

0:14:54.4 P. Norris Barker: That was because of the declared local emergency. We were not penalizing any of our customers for being late. And the local emergency went through the end of June, I believe.

0:15:08.6 A. Cupka: So it did have to do with COVID, basically? But now the situation has changed, so we are intending to collect penalties. So we do believe, unfortunate as it may be, that that revenue will be there?

0:15:24.2 P. Norris Barker: Yes.

0:15:25.1 A. Cupka: Thank you very much.

0:15:29.6 C. Binder: Mr. Chair, I have a quick question. Because the maintenance is part of this budget, with these two additional staff members, I just wanted to make sure that with it in a future meeting that we could have a maintenance plan that shows how would these positions that... How

they're gonna be utilized to make sure that we're proactive, not reactive.

0:15:51.9 C. Miller: I know that later in the agenda, we do have that information, more information that you guys had requested, in association with the addition of those two new maintenance employees. And Mr. Eisenbeis will be giving that plan, so is that what you're talking about, or are you...

0:16:07.0 C. Binder: I'll wait to that time, because I read that, I just wasn't exactly what I was looking for, so we could discuss that at that time.

0:16:17.2 Chairman: Okay. Anything else? Do we need to make a motion to advertise this or are we tabling or...

0:16:35.2 A. Parker: Well, I think we're talking about mostly advertising the rates, 'cause the budget, however you wanna look at it, it's flexible. But we're looking at advertising the current rates, and I guess the question would be, does Mr. Miller feel, or maybe you don't have a good gut feeling, that even if we switch to a different management system, let's say, that we could still stay within this current budget without having to adjust the rates, or do you not have a...

0:17:08.3 C. Miller: Well, no, I don't believe that it would stay within the parameters of this budget, because this budget is based on our staff, and if you had a contractor, obviously there would be some kind of a mark-up, I'm assuming. But you also would then have some other deletions that you would not have responsibility for. So there may be... It may work. I would not recommend that you deviate from your rate plan. Unless there's some kind of an emergency, I think that the customers need that security that you're following a plan, you're doing it on an annual basis or every other year basis, and I think that if we... We need to make it work within the parameters of the revenue that you have. I just think that that would be the plan that I would bring to you is that we'd make it work.

0:18:12.1 A. Parker: That's a fair statement. So then I guess we wouldn't want to advertise for the rates, 'cause that's really what needs to be changed, 'cause the rates have to be adopted and we have to adjust our policy so that the rates are included.

0:18:31.0 C. Miller: If that's how you've done it every year, then I would think that that's what you would have to do again, yes.

0:18:37.2 C. Cleveland: I thought that we had to have an approved budget before we could advertise.

0:18:44.4 C. Miller: Ms. Hahn.

0:18:47.2 D. Hahn: Last year you... The public hearing was for both the budget as well as the proposed rates.

0:18:52.3 C. Miller: Which you could do at a future meeting.

0:18:55.3 D. Hahn: It was all on one, but you could separate them into two.

0:19:03.1 C. Miller: If we have to, we could do a work session, or we could... It just...

0:19:10.5 A. Parker: So what I would propose is kind of the break up. The rates are gonna get... The rates are gonna need to go up one way or the other. Whether we take this budget or you're gonna get somebody else in, the rates are gonna have to move. There's no way around that. And I would tend to feel the way Mr. Miller does, that we should try to keep whatever we're doing within those rates instead of jumping them even more. So I'm not sure I see a downside in not at least advertising the rates for the... But I don't know what everybody else feels.

0:19:48.5 A. Cupka: Mr. Chair. So again, looking at last year and how we did this, the rates are separate because they are part of the service authority regulation amend... So we do it separately as a service authority regulation amendment. And so typically it looks like the cover page is amended to include whatever date we adopt the amendment, and then Section 30 is amended for whatever the general rate policy and rate schedule is. And then those go into effect on July 1st. It would be for this year, 2022. So I agree that at this time, we can advertise the regulation amendments with regard to the rates. However, it just may be that we, depending on what other information we get, we have to revisit the budget. But I don't think that we should... I agree with the sentiment that we need to let the customers know where we're at, and that we're sticking to the five-year rate plan that was adopted in 2019, and that we're not looking to add any further burden to that. Thank you.

0:21:22.7 C. Miller: Would it be useful to, perhaps... You guys will make the motion, but to set the public hearing for the 21st of June, which is your... That's the last day you would wanna do it unless you held a special... That way that gives you time, you could approve your budget or review your budget, and you could do it at both meetings, at least your... You understand what I'm saying is, unless you think that you guys wanna do it in two separate public hearings...

0:21:56.6 A. Parker: Yeah. I don't know that... I think we're set on the rates, and I don't know that it matters that they're... That the rates and the budget are in two... That the budget is solidified in a secondary meet... A secondary...

0:22:08.9 C. Miller: A secondary public hearing?

0:22:09.8 A. Parker: Secondary public hearing, 'cause at least then we're... We've got something on the books that we're solidify... We have solidified one portion of it that we have to get done.

0:22:16.9 C. Miller: Okay. So your next meeting is the 7th of June, unless you wanted to hold a special meeting to approve this... The rates, then we could... Will we be okay on the notification at this point if they set that tonight? Okay.

0:22:41.1 A. Parker: So then we're gonna get direct sta... So do we need to make a motion or do we just need to direct staff...

0:22:44.4 K. Lackey: I guess, if I may interject. This is Kelly Lackey.

0:22:47.8 A. Parker: Okay.

0:22:49.6 Ms. Lackey: According to the code, we have to give a notice published 14 days before the public hearing. And procedurally, the recommendation would be for you all to adopt a

preliminary schedule of rates to then be advertised for the public hearing.

0:23:08.2 C. Miller: Okay. So I don't know if we'd make it for the next meeting then. But yeah, we would. Wouldn't we? Yeah. It's more than 14 days until the 7th.

0:23:20.2 A. Parker: Yeah. Yes.

0:23:24.6 Chairman: We got an extra Tuesday to...

0:23:24.7 A. Parker: So we need to make a motion then... If I'm hearing Ms. Lackey correctly, we need to make a motion to adopt the rates temporarily as shown in the advise or... Or instruct staff to advertise those rates for public hear... For the public hearing on June 7th.

0:23:47.7 A. Cupka: Mr. Chair, may I ask another question of staff?

0:23:53.4 Chairman: Okay. I also thought Ms. Lackey was gonna chime in.

0:23:57.6 A. Cupka: Thank you. So do we know what the difference in cost is for separate advertisements? Do we have a ballpark each time we have to advertise? Because historically, we have done them together, and I just wanna make sure we're considering that if we do them separately now, we're gonna pay the newspaper two times. So I just wanna make sure we're mindful of that.

0:24:23.0 C. Miller: There would be, obviously, a different cost. They're not gonna cut your break.

0:24:29.6 Chairman: Thank you.

0:24:31.2 C. Binder: Mr. Chair.

0:24:32.6 Chairman: Ms. Binder?

0:24:33.5 C. Binder: With being mindful of that, I don't see a problem with waiting on June 21st, so we have it all together.

0:24:43.7 Chairman: Okay. I just wanna confirm with Ms. Hahn, that would still work for you? Okay. Okay. So we're gonna table this until June 21st.

0:25:08.5 . Miller: Well, you need to make a motion.

0:25:08.6 A. Parker: No, you need to make a motion. We need to advertise... You're gonna have to advertise for both. Even though we don't have a budget, you're gonna have to make... We're gonna have to advertise for the budget and for the rates. We have to advertise June 21st is the public hearing.

0:25:24.6 C. Binder: That's where what I was going for.

0:25:26.2 A. Parker: Yeah. We have... So we need to advise staff to advertise June 21st for the budget and rates. And Ms. Lackey, do we need to... We need to adopt these temporarily so they can

be advertised, correct?

0:25:45.2 K. Lackey: What we need to have is a preliminary schedule. So if you all want to make a motion that's subject to not being confirmed, those rates won't be effective until after a public hearing, at which time you could reduce those rates. You could do that.

0:26:14.3 C. Miller: Ms. Lackey, the question I would have then is, if we adopted... If they made a motion tonight and they adopted it to advertise the rates, as you said, as a preliminary schedule, could you also have a preliminary budget that then could be amended at the public hearing, or does that require a whole new public hearing? I think that's the thing, is that if you adopted this budget as presented tonight or not adopted it, but you presented it in a public hearing, can you amend it the night of the public hearing?

0:26:53.0 K. Lackey: Now, I'm not familiar with what has been done in the past, but I would have some hesitation with approving a budget if you are likely to amend it at the very next meeting or very shortly thereafter.

0:27:10.0 A. Parker: Okay, so I think we're... What the motion is is to adopt the preliminary rate schedule that may be changed at the June 21st, public hearing, at which time we will also we'll advertise for... I guess the advertisement for the budget should be waiting till next week is... Or can we just do it all at once? That's I guess the question. That's the problem.

0:27:54.6 K. Lackey: I will have to confirm if we need two notices or if a combined notice will be sufficient, but I think you can consider both of those actions at the same meeting.

0:28:05.8 C. Miller: Ms. Hahn.

0:28:08.0 D. Hahn: And so I'm just wondering if you wait until the 7th, that night, is the advertisement the next day, does that count for the 14 days, or does it have to be advertised before the meeting on the 7th?

0:28:23.2 A. Parker: So can we make the motion to advertise... To adopt the primary preliminary rate schedule and advertise that rate schedule as well as advertise the public hearing for the budget rate scheduled for the 21st with the budget to be presented... With the final budget to be presented at the June 7th meeting.

0:28:51.8 D. Hahn: The public advertisement has to have the budget in it, the budget has to be set before you advertise it.

0:29:02.4 Chairman: Okay. Now, how are we gonna work this?

0:29:09.2 A. Cupka: Mr. Chair, may I make a suggestion? So it seems as far as the timeline goes, we're at an impasse, if we know from the presentation that staff is gonna have some more data for us with regard to possible expenditures later this week.

0:29:27.2 C. Miller: I don't know if it... This week, but...

0:29:29.5 A. Cupka: You said Thursday, right?

0:29:31.4 C. Miller: Well, we have a meeting with the two firms.

0:29:33.4 A. Cupka: You have a meeting right? So then...

0:29:34.4 C. Miller: And we'll go into negotiations.

0:29:35.5 A. Cupka: So then you'll...

0:29:36.5 C. Miller: We won't know that until probably, at the earliest would be that 7th meeting.

0:29:40.0 A. Cupka: So it would seem then that the soonest we could or should, would be prudent to direct staff to advertise, we would take action on June 7th, and we would just know that we need to schedule a special meeting the following week to accommodate the 14-day notice.

0:30:10.5 C. Cleveland: Mr. Chair, I have another question about an outstanding item as well. We had brought up in the past, wanting to look at if the 5% increase in the pay was appropriate, and I thought that was something else that we were gonna be considering before we approve that piece of it.

0:30:33.0 C. Miller: If I may, we had discussed at that first meeting where we presented that the... If you wanted to look at what the salaries were for all service employee, service authority employees, that they would be part of the study that the Board of Supervisors still has in their budget to do it county-wide. So the 5% was a placeholder, the Board of Supervisors has not made action, you can take action if you want, I'm not suggesting that you can't, but the idea was we would include the service authority employees in a study of salaries that we're doing with all other county employees. And that's what we had said. But in lieu of that, we were proposing a 5% because that's what we're proposing for the... At the board of supervisor level, and my opinion would be that we... Obviously, you're a separate board, but my opinion would be, is that if the county supervisors change that to a different amount, then we should try to be consistent and do what the county is doing. That was my suggestion, but it's not my call. It would be my proposal. Does that answer your question hopefully?

0:31:57.6 C. Cleveland: It does, but I don't understand the pay scales, and I don't understand if 5% is appropriate. I don't know if the Board of Supervisors can help us understand if it is, but I thought that that's where we left that.

0:32:17.4 C. Miller: We did have that discussion and Mr. Parker, of course, talked about, was there a need to do more for some of our employees and yes, I would agree that they were... That that was the case, but I thought we came away that you all were kind of approving the idea of being a part of the county service or the county study that they were gonna do that would look at other counties and other cities or nearby entities that's how I took it, and that's how I think staff took that when we discussed that.

0:32:47.9 C. Cleveland: So let me ask you a question, 'cause I'm just trying to understand, so the Board of Supervisors is going to approve a 5% increase for all of the employees before they do the study, or after?

0:33:00.7 Mr. Miller: What is included in the Board of Supervisors budget is a recommended 5% increase, 3% cost of living, and then an additional 2% that could be applied for merit, that is what is being proposed, it is not by far a bit approved or anything, 'cause the board is not at their... They've not finalized their budget, but then on top of that, in the budget, is an allocation of funding to have a study done to participate in a study that would go and look at what surrounding jurisdictions are paying their employees so that we could then... We could basically put that into next year's budget, just begin the process, and so what I was suggesting is, is that that would be something that the service authority would do as well, but it's certainly just a suggestion and a proposal.

0:33:54.3 C. Cleveland: Okay, so I have another question too. So the 5% is not a 5% flat increase, it's a 3% cost of living and then 2%...

0:34:03.5 C. Miller: That was the proposal, is that we know that obviously there needs to be some kind of a COLA for every public employee, but we also wanted to have some kind of merit based in there, so that additional 2% was to be applied to people that are higher performers. And the other thing I would point out is that included in the county supervisors proposed budget is to bring every employee up to the... What's known as the federal living wage. That also exists in the county service authority budget as well. So we're trying to just remain consistent, and I believe that's like \$32,000, and that's the entry level wage, and I will say that we do have a lot of employees right now in the service authority, but also in the county as well, that are under that threshold, and so effective July 1, if it stays in, then those people would get their hourly rate adjusted.

0:35:17.0 Chairman: Anything else, Ms. Cleveland?

0:35:18.0 C. Cleveland: I think the study is needed, for sure, and I know that we've talked a lot about performance issues, and so I like that there is a 2% merit, so that way those that are performing would be able to get a higher percentage. It's not a flat across the board.

0:35:35.8 C.. Miller: Yes, ma'am, that's the intent.

0:35:41.5 A. Cupka: Sorry, Mr. Chair, may I...

0:35:42.9 Chairman: Go ahead.

0:35:43.8 A. Cupka: Thank you. So am I correct, as far as policy goes, those who qualify for the merit increase, they would have had to have been here for a year because they would have had to have had a successful performance review so we're not actually possibly talking about everybody on the staff?

0:36:03.7 C. Miller: That would be correct. The other thing is, is that anybody that is within a probationary period, which is a year, isn't going to receive... I don't believe we're planning on doing a cost of living for those folks either. I think once they come off of probation, say they were hired in October, so once they finish up their year, then they would get that, and they'd have the opportunity to be considered for the merit. That's how it usually works.

0:36:28.0 A. Cupka: Thank you.

0:36:33.4 A. Parker: I think it's just tabled to until... The discussion and the budget and the rates

are tabled till next, the next meeting, June 7th, 'cause there's nothing to do right now till we get a budget, okay.

0:36:45.1 Chairman: Okay. We have a consensus on that? Okay. Mr. Miller, do you have a presentation regarding, or a few words regarding Mr. Bell?

0:37:00.0 C. Miller: Yes, sir. So we had planned to have a nice proclamation for Mr. Ron Bell, who was a meter reader and essentially became the maintenance manager for the service authority. He is very ill. He worked for us in two capacities. I believe he started in a part-time role and then came on board full-time in March of 2010. He retired, essentially, disability, if you will, back in August of 2021. Outstanding employee. He received the Making a Difference Award in 2019 that the county always awards at the annual banquet. And so what I'd like to propose is just to recognize him tonight, but then I would like to... We're gonna work on a plaque, we're gonna make sure we can coordinate with he and his family to get him here, if he can, and really just recognize him for outstanding service, 'cause he has done a... He did a very good job for us. And I only dealt with him in, obviously, the tail end. I think Mr. Weakly would have a better... Probably have a better statement to make than I. I'm not worthy of that, I think, and Ms. Norris Barker could probably tell you as well, because they know that Ron was one of those parts of the service authority family, did a great job.

0:38:40.3 Chairman: Thank you. If his health prevents him from attending, I am more than willing to going out to his residence with you or with Ms. Patti to do this, so just...

0:39:00.9 C. Miller: We'll make it work.

0:39:01.0 Chairman: Work with his family and...

0:39:01.7 C. Miller: Yes, sir.

0:39:02.8 Chairman: Find out what is best for him. Thank you. Moving on, action items. None. Discussion items, we need to continue talking about the maintenance.

0:39:22.4 C. Miller: So we wanted to bring back to you this item, if you wanna consider it tonight, if you... We do need to approve it, if you're gonna add these two new positions, the two maintenance employees. I think the last meeting, there was a request for things, such as the safety audit that we did, which I believe Ms. Lackey sent to you all. And then there was the need to know about the maintenance app that our employees are using, which I credit Mr. Eisenbeis for essentially taking that on and getting that going. This was something that Mr. Wickly had gotten in place and then he left, and so Mr. Eisenbeis has really taken it on, and he's handling it. And then I think you were gonna provide some information about the maintenance schedules and things like that. Is that correct?

0:40:18.4 John Eisenbeis: Yes.

0:40:19.9 C. Miller: So there is a presentation that he has, and so we'll let you ask away, if any questions after he's done.

0:40:29.8 J. Eisenbeis: To start out with your question about the maintenance plan for the

additional personnel, I can't really, at this point, say, "They're gonna be meter readers. They're gonna be locators." We're basically trying to add the additional personnel to free up myself, free up my crew leader, to implement this app so we can start a preventative maintenance program. Right now we're not doing any preventative maintenance. So the time that the additional people would save for us, that will allow us to implement preventative maintenance, then we will actually have the people to do the preventative maintenance when we get them on board.

0:41:06.1 C. Binder: So Mr. Chair, just one question, you mentioned preventative maintenance, so this app will help facilitate that is what I'm hearing. Is it a computer program or is it just on the phone? So it's both?

0:41:16.3 J. Eisenbeis: Yeah, it's on the computer.

0:41:17.6 C. Binder: Okay. Alright.

0:41:19.3 J. Eisenbeis: Then we can use the app to access it.

0:41:19.5 C. Binder: Alright, thank you.

0:41:23.5 J. Eisenbeis: This is called Upkeep. It's a basic CMS system, Customer Management System, which all our locations are basically our customers. We start out with work orders or preventative maintenance. We can actually run reports, what we're doing maintenance on, how much it's costing us. We can share work orders with different people, the operators at the plant can request them. The actual... Well operators can request them. Patty, Stacey can request a work order. Anybody can request a work order. It has to come through us to approve it, but once it's a work order, then we start tracking it. We track it from the day we get it, what we've spent on it, who our vendors are, all the information about that piece of equipment, which we can later date get those metrics to say, "Hey, this blower is costing us thousands of dollars a year. We need to replace it instead of keep fixing it." The second part of this is the data for all of this. This is where the time comes in. It's creating all this data into here, which is something we can't do upfront, we have to physically go out, find a piece of equipment, find out serial numbers, find out manufacturers, find out where we're gonna get these parts. So we have a list of what we've got and we can actually run stock.

Our big problem today is, because of COVID, we can't get people to work on things, we can't get parts in a timely fashion anymore, and the days of calling tech support are over. It's a phone call with a voicemail, and you might get a callback two weeks later. So we need all this information upfront to be able to react to something that's a crisis or could be an emergency. I'll give you a perfect example. I was at a well house in Fairview, just happened to be replacing simple batteries in a UPS, compressor is running the entire time. Running, running, running, running. I'm thinking, "That's running pretty long, it's not making any air." One of the compressors on that unit has actually been down, hasn't been working, we only have one running out of the backup that alternates. We don't have that compressor, we don't have water. I spent six hours on the phone trying to find parts for it, manufacturer to get me the parts, tech support to call me back. Right in the middle of that, one of my guys had a problem at his pump station. I had to stop all that in the middle, run to the other end of the county, help him out, then come back and pick that up right in the middle.

So these things are, a lot of equipment's obsolete, we have a bearing that's obsolete, company's out of business. Luckily, we found a bearing at a company that they just happened to have some sitting

on the shelf, but it's tracking that stuff down, it takes time. And then putting this in this system is invaluable, that we can go to one place, one stop, that hey, here's the contact, here's the email, here's the part number, here's the manual for it. But all this data upfront is gonna take a long time to do and we need the extra people. It could be that guy that'll run and help somebody up on station instead of stopping, trying to pick it up in the middle.

Our locations are in here. This is basically only pump stations and waste water now. This is gonna be expanded to all the well houses, which is another set of data that we have to go out and physically get for all these pieces of equipment. From a booster pump to a tank, to electric panel generator, as well as the grounds, fencing, infrastructure lights, just simple things like that, getting this all inside. It basically just lists our pump stations, waste water treatment plants, everything in each of these plants, then all the equipment goes under these locations, all the assets. No, not working. Our part... Whoop, sorry. Vendors and customers. Our vendors, here's a couple of examples of them, of what we've been putting in. A lot of our electric stuff. Right now, getting electrical parts is running about three months. Any common electric parts that you could just go down the street and grab a new... A contactor for a motor starter or something like that is running about three months.

I just got an update, I ordered parts two months ago, I was expecting in the middle of May, now it's out to July 29th. The parts are killing us, but we're not trying to research 'cause we don't have anything the same anywhere. Researching these parts takes a long time, and to find something that's obsolete and a replacement for it, even takes longer. But once we have all these vendors in here where we can just click on it and go, and also know what stock we have on hand, we're not tracking any stock. We just have to show up with stuff, and we happen to find it, we find it.

Sample of parts. We can actually put our manuals. We can put the breakdown, schematics, and every one of these parts that are in here, these parts come as a stackable lot. So we look at one part, we're looking at all the parts for that piece of equipment. These will be actually attached to the location, to the asset, and it can be multiple assets on multiple locations. This is an example of something that's at a location, belt presses, pumps, grinders, mechanical bars, screens. Each one of these different locations will have a vendor set up underneath it for this asset, when it was serviced. Also whoever requests service on a screen grinder, as soon as that work order starts, they get an update, the parts are gonna be there in two weeks, parts are gonna be there in three months, but we'll be able to real-time update whoever has requested that work order to know when parts are coming, when the repair is done and what the outcome is.

Example of a couple of work orders. Right now, I'm the only one in there as an assignee, but these are basically a few work orders that we're working on. They can assign them priority, whether it's low, medium. We get to see this as a dashboard. They can see it in the app. We can see it on the computer, so we can see what's high priority and try and prioritize these things. Once these are assigned to somebody, we can actually start tracking who's doing what each day with a report and also at pump station locations, waste water treatment plants, once we have enough staff to break these people out into areas, it's required for them to check in. So we know the pump station's being checked each month, each week, each day, whichever ones we wanna do.

It's an example of a work order. This particular one was of influent pump from Mr. Whitman. It's an EQ pump. There's three parts involved in this, which are still on order. We've been waiting on them. It's a medium priority. Whenever I update this, he gets an email and tells him that parts will be here such and such date. It'll track the costs and the labor on that. As you'll notice on the parts, they're non-stock items. So we know we don't have those sitting on a shelf. They have to be ordered each time. We're not gonna stock a million different parts, but the common things we will stock. All of our assets are added or removed from each work order at a time, if we take something out of commission, once we remove it out of that work order, it's disappeared out of our assets. We don't

have to keep track of this on paper anymore.

Benefits of this. Once we implement this, the work order system will be used for all repairs and preventative maintenance. It's just getting to that point where we're gonna actually have a preventative maintenance schedule, and we need the time to do that. This will keep track of all of our staff, hourly basis, money basis. We'll know what's happening. Month, year, day, some budget time comes around, we'll know what we're spending at each location, each asset. We can budget for capital improvement items and so on. But anybody as a requester can go and look at their work order. We can set you guys up to look at real-time analytics, what's being done, where, what each plant's costing us. Once we get to the well houses, we can do the same thing, we're done.

0:49:57.0 Chairman: Who sets the priority? Is that...

0:50:00.1 J. Eisenbeis: The requester.

0:50:00.5 Chairman: The requester does. And then can you as an administrator overrule it, upgrade it or downgrade it or?

0:50:10.1 J. Eisenbeis: It's up to me to approve it or change the priority.

0:50:12.2 Chairman: Okay. Any other questions for... Ms. Cupka?

0:50:20.5 C. Binder: I just wanted to thank you. Looking at this just on the screen doesn't really explain it as well as you're explaining it. The one thing I just wanna make sure is that when the plan is implemented is that I like that you can check in to make sure they're going to each plant so that if we wanted to look in and just to make sure that things are overall running the way you wanted that, or maybe a report to come back to us, maybe quarterly so we can see the plan in action, is what I was looking for too.

0:50:49.4 J. Eisenbeis: Yes. Correct.

0:50:55.8 A. Cupka: Mr. Chair. Thank you, Mr. Chair. So I just had a couple of questions. On your slides, I note that there could be a slide for preventive maintenance. Is that, 'cause it's not populated yet, do you need to go in there and populate what the preventive maintenance is for each facility?

0:51:16.8 J. Eisenbeis: Correct. Each asset.

0:51:18.9 A. Cupka: Each asset. Sorry.

0:51:19.5 J. Eisenbeis: Yeah.

0:51:19.9 A. Cupka: And then down below where it says checklists, what are those? Or what could those, what do those have the potential to be?

0:51:30.5 J. Eisenbeis: Like with the example of a pump station, we would go to a pump station, and they need to check filters. They need to check contacts, they need to check the filter bowls. They need to check vacuum pumps.

0:51:39.5 A. Cupka: So it's sort of like a to-do list?

0:51:41.1 J. Eisenbeis: Once they open up that, a PM for that, they would actually have to go down that checklist and acknowledge each of those items that that was done.

0:51:48.6 A. Cupka: Very good. So Mr. Chair, I would like to go ahead and request consensus of the board of directors to allow the board, when this is a little bit more populated or developed to grant the board of directors access to this as was suggested by staff.

0:52:08.2 C. Binder: I would agree.

0:52:12.0 A. Parker: Agreed.

0:52:12.4 C. Cleveland: Agree.

0:52:16.8 A. Cupka: Thank you, Mr. Chair.

0:52:17.3 Chairman: Thank you. Any other questions or?

0:52:21.1 C. Cleveland: I have a question real quick.

0:52:22.1 Chairman: Go ahead.

0:52:22.2 C. Cleveland: So this tool is gonna help us with the preventative maintenance, but I think I heard you say that we don't have a schedule right now.

0:52:29.7 J. Eisenbeis: No, we do not.

0:52:31.8 C. Cleveland: Okay. So we have no preventative maintenance schedule. So with the addition of these two new staff, we'll free you up to be able to make the schedule.

0:52:40.1 J. Eisenbeis: Right. We actually have to get the locations, the assets in those locations, all that equipment in there before we can make a preventative maintenance schedule to run.

0:52:48.8 C. Cleveland: Thank you.

0:52:52.1 Chairman: Nothing further?

0:52:55.7 A. Parker: I think we do actually have one thing further. We have to... They're requesting to advertise for those two positions, that's really what's been requested, so we have to... I guess it needs to be a motion. So, I'm gonna make a motion that we allow staff to advertise for the two maintenance positions as presented previously.

0:53:21.7 C. Binder: Second.

0:53:25.3 Chairman: Motion's been made and properly second. Any further discussion? Okay. Roll call vote. Ms. Cleveland?

0:53:37.0 C. Cleveland: Aye.

0:53:38.7 Chairman: Ms. Cupka?

0:53:40.6 A. Cupka: Aye.

0:53:40.7 Chairman: Mr. Parker?

0:53:40.8 A. Parker: Aye.

0:53:41.5 Chairman: Ms. Binder?

0:53:42.3 C. Binder: Aye.

0:53:42.4 Chairman: And the chair votes aye. Motion's been made, properly second. And carried. Okay. Moving on. Thank you.

0:53:55.7 C. Miller: Thank you, John.

0:53:55.8 Chairman: The irrigation pilot program.

0:54:00.3 C. Miller: So we also... This was another carry... Excuse me, another carry over, you all wanted to have a little bit more analysis. Jerry Gouldman, our water manager, had an emergency, was not able to be here, but Ms. Norris Barker can provide the basic overview. There's still obviously, this is going to require perhaps you all needing another meeting to talk about it and make a final decision if you wanna do this, but we wanted to get back with you the type of information that you were requesting.

0:54:38.9 P. Norris Barker: So the background information would be the ground water withdrawal permit limits, the Services Authority Regulations section 31... 30.1B. And the customer irrigating charge sewer consumption and water consumption based on water consumption. Here, we have the groundwater withdrawal permits for Ferry Beach and Potomac Landing, Canterbury Subdivision. These are the two that I was requested to bring back some information on. And, of course, Hopyard Farms is currently not under groundwater withdrawal permit through DEQ, but we are being monitored by DEQ, what we are withdrawing.

Here we have a property at Hopyard. And, as you can see, they have... Their withdrawal for the irrigating months, we are noticing that, excuse me, one moment, this particular property, in the period of August through... June through August, is using 32,000 gallons in 2019, and in August through October, 48,000. And then they go back down to their average, which is between 15,000 and 8000 during the winter months. Let's go back a minute. Alright, yes. This one is Tides Road in Potomac Landing. As you can see, the summer months, their irrigation has gone up even to 75,000 in 2021. I have provided the groundwater withdrawal permit per day per customer of 250 gallons per customer and 15,000 per billing cycle. So this would be... This customer would drive us into non-compliance with the withdrawal permit. If all customers were irrigating at this rate, it would drive us into possible fines.

This is a customer in Canterbury, and they are water-only customers. And I had been requested to look into this water-only system. Now their ground water withdrawal permit daily is 40,000 and they have 84 customers, so they could, in essence, use more water than say the Potomac Landing one. So it would be 28,000 per billing cycle. And as you can see, this customer who is irrigating

regularly has, at times, exceeded that. You had asked for what other localities we're doing. Caroline County utilities, they have irrigation credits which apply to summer usage as a sewer cap based on the average usage during months of November and December. They use those two months to average their customers for their sewer cap for the summer months. Which their summer months will go from June till September. Westmoreland utilities charges flat rates, so this would not apply. They are un-metered, basically, that system. Stafford County utilities, the water and sewer rates take outside usage into consideration. The sewer portion of the bills is calculated upon the lower of your actual usage or 120% of the November through April average. So that's where they would come from with their cap.

So the considerations, of course, would be exceeding the groundwater withdrawal limits, loss of revenue, and additional man hours to process. The additional man hours, as we had discussed earlier, it would be the reading of this actual meter that we would place upon any irrigator and applying the cap through the billing department. So that would be an extra step in the billing process.

0:59:53.6 Chairman: Thank you. Any questions for her?

0:59:58.5 A. Parker: The only thing I would say as we look at this, I know this is sort of thinking about a pilot program, but I don't wanna consider it as a pilot program. It's gotta be something that if we're gonna test it, it's gotta be able to be moved forward on a large scale. So if there's hiccups associated with trying to manage something small, we need to consider it, 'cause on a larger scale, it will be even that much more difficult.

1:00:28.4 C. Miller: Well, perhaps the recommendation will be that we have a discussion with one of our engineering firms that we have retainer in and have them kinda look at this, 'cause I think if... You're right, if this is gonna be implemented, I think, first of all, if you do a pilot, they need to sign up for a year, because you don't want it to just be six months or something like that. So we would wanna have some kind of a lengthy period of time that they're locked into this. I mean, if you expand it to other customers, then obviously you need to have this thing tried and true and the analysis done. I think the biggest issue that we see, and you brought that out, Mr. Parker, is that the groundwater withdrawal. So whatever we do, we have to do it in a way that it does not jeopardize this board's ability to provide water in any way or that if there's gonna be a big risk, you getting a good reward back in terms of how this thing could work on a lot of different customers. So we will continue to utilize it as kind of a staff research thing, and then we'll bring it back, but I will reach out to some of our engineering reps and see if there's... That they could take this on, 'cause I don't think we wanna just go right into something that could hurt us.

1:01:55.6 Chairman: Okay, any other questions? Okay, moving on to... Mr. Miller your general manager's report.

1:02:05.8 C. Miller: Okay, I do wanna say that Ms. Lackey had done some research. I don't know if you're prepared, Ms. Lackey, to give an overview of this research or if you would like to just forward this information to the board in an email so that they understand the rate increase process and what's done with the public hearing and all that kinda stuff.

1:02:31.2 K. Lackey: I would like to give a quick overview because I do think there's some urgency for the actions tonight. You have to do two advertisements a week apart, and then the last advertisement has to be 14 days before the public hearing, so that's getting awfully close to the end

of the fiscal year. So I do believe that in order to adopt new rates, effective at the beginning of the new fiscal year, we would need action by the Board of Directors this evening to authorize the preliminary rate schedule to be advertised, and then it would be at the election of the board if they wanted to advertise it. We have time now to either advertise it for the meeting on the 21st as regularly scheduled, or for a special meeting that last week of June.

1:03:24.8 A. Parker: So just to make sure I understand you correctly, what you're saying is what we originally talked about, is making a motion to adopt the preliminary rate schedule and advertise the public hearing for June 21st, is that correct?

1:03:45.7 K. Lackey: Right, and I did not hear an actual motion, put forward with regard to advertising the rate schedule.

1:03:55.1 A. Parker: Yeah, I think it was because we wanted to do both at the same time to try not to advertise it twice, but I think you... Yeah, so if it's okay, Mr. Chairman, I'll make a motion then. I'm gonna make a motion to adopt the preliminary rate schedule as shown and to advertise for a public hearing on June 21st.

1:04:17.1 A. Cupka: Friendly amendment. So, Mr. Chair, I would propose to advertise the preliminary rate schedule, direct staff to advertise the preliminary rate schedule. We can't adopt the rate schedule tonight. We need to direct staff to advertise it. Am I right, Ms. Lackey?

1:04:41.9 Chairman: I thought it was already...

1:04:42.4 K. Lackey: Yes, the statute's a little oddly drafted. It provides that the authority needs to... Actually it states, "By a resolution, set forth a preliminary schedule and set that rate schedule for a public hearing."

1:05:04.3 A. Cupka: So we need to direct staff to advertise the proposed rate schedule for a public hearing?

1:05:14.2 K. Lackey: Correct.

1:05:19.4 A. Cupka: Do you wish to amend your motion, sir, or...

1:05:22.0 A. Parker: Yeah, I can amend.

1:05:22.5 A. Cupka: To withdraw it, and I'll make a new one?

1:05:24.1 A. Parker: I'll withdraw it and you can make a new one.

1:05:26.7 A. Cupka: I move to direct staff to advertise a public hearing regarding the proposed rate schedule as presented this evening.

1:05:40.7 C. Binder: Second.

1:05:42.2 Chairman: And motion has been made and second. Any further discussions?

1:05:45.9 A. Parker: You just need to add June 21st.

1:05:47.3 A. Cupka: Oh, and the date. Thank you. June 21st.

1:05:52.3 C. Binder: I'll second it again.

1:05:58.2 Chairman: You said... I'm sorry, Ms. Binder, you said something?

1:06:00.5 Ms. Binder: I'm...seconding it again

1:06:02.5 Chairman: Seconding it again? Oh, okay. Okay, motion's been made, second, any further discussions? All in favor?

1:06:08.8 C. Binder: Aye.

1:06:09.4 C. Cleveland: Aye.

1:06:10.5 A. Cupka: Aye.

1:06:11.6 A. Parker: Aye.

1:06:12.2 Chairman: Chair votes aye, motion carries.

1:06:14.9 C. Miller: Thank you. If I may finish it, I'd like to propose, and I know that it's always tough to propose when people are volunteering their time, but I'd like to propose that we may carve out a meeting a month to do work-session-type discussions, these kind of things. I know that the budget, that process, was a good format for the work sessions, but I think that if we could maybe do it with the... One of the Tuesdays a month, I'm gonna, by the way, in all disclosure, I'm gonna propose the same thing with the Board of Supervisors, 'cause I think that there were things that sometimes you don't need to make a motion on and you need to just study. The pilot program's a perfect thing, and so I'm just proposing that we do that, consider it, you don't have to give me a direction tonight, but I think that it's something that we ought to do to make sure that we can get the kind of information that you need sometimes.

And so, the other thing I would point out is in addition to the agendas is kind of like what Ms. Cupka and Ms. Binder were talking about, you wanna see these kind of things about the maintenance. I'm proposing we will break up every meeting, we can have an update from our three divisions, maintenance, water, and wastewater; and we'll have a report, kinda like what the Board of Supervisors does with their departments, giving reports. We'll have a process where we can have them give you an overview of what's been going on for the last couple of weeks or highlights those kind of things. You can ask questions, and I always will say this too, and I know that the staff is very open to this, if there's ever a time you wanna get a chance to go do a tour, we're open to that, we'll make it work for you. I'm sure Mr. Eisenbeis would love to take you around and show you some of the things that he deals with, or Ms. Norris Barker can tell you about the whole meter process and the whole billing and all that, and obviously I know some of you all were able to take advantage of the tour of the wastewater plant, so Mr. Goldman would be happy to do that as well for the water site, just so that you understand and you have a perspective. We wanna make sure that you are able to make decisions based on the best information possible.

DEQ correspondence regarding a possible proposed consent order, this is the same one that I've

been talking about. It goes back almost a year, and we are clearly working with them, the issues that happened at the Dahlgren plant, kind of put it in a hiatus, if you will, they are now wanting us to provide a written response, so we're meeting tomorrow to provide that response. The operator in charge, Inboden, has been providing written responses and weekly reports to DQ, so this is kind of almost be like a compilation... Is what this is all gonna be. So it's nothing to say that this is some new one, this is not a new proposed consent order, this is an existing one that we've been talking about, but they're trying to, I think, from an administrative standpoint, kind of try to lump a bunch of things together.

Employee anniversary, the only one that I have on the other side, which I don't think we... It's the next page, but it's Jerry Gouldman, four years with us, and he's our Water Operations Manager. The other item that I... Two items left on this wastewater operator selection process, I think I touched on this. So we had two firms provide qualifications, we're gonna meet on Thursday to interview those firms based on that. Well, the team that's interviewing it, myself, Ms. Hahn, we have a representative from Draper Aden, a gentleman by the name of Bill Randall, who's got wastewater experience, he's gonna sit on the panel, and then Travis Quesenberry will sit on that panel as well. Based on that, we will make a determination to move forward or to obviously begin any kind of negotiations. Ultimately, you then would make the final decision, and we would provide that information so that you could make that decision on where we go, and that's why I think we were talking that we possibly have something for you on the 7th that would kind of show you what the cost comparisons would be of having a contract operator doing wastewater or using your own people.

The last one is just to notify you that we had a bid that is under the requirements that it comes back to you, but I'm just notifying you, for our dumpster services, for the service authority, Waste Management of Virginia was the only bidder, \$14,000, and this is something that's built-in to the operating budget, but I just wanted to provide that information to you. That's all I have. I'm happy to answer any questions.

1:11:48.4 Chairman: Okay, any questions for Mr. Miller? Thank you, Mr. Miller. Moving on.

1:11:57.2 C. Cleveland: Do you know what it was before the trash service?

1:12:01.6 C. Miller: I think it's always been waste management, isn't it? Patti or Ms. Hahn?

1:12:09.4 C. Cleveland: But as far as their fees, didn't...

1:12:11.3 C. Miller: Did you know that their fees did not change anything, did they?

1:12:11.5 C. Cleveland: Oh.

1:12:14.8 C. Miller: It went down. Well yeah.

1:12:19.0 Chairman: That's good news. Okay, any general information items, no? Motion to adjourn.

1:12:29.6 A. Parker: I make a motion to adjourn to June 7, 2022, at 5:30 PM here in the boardroom.

1:12:36.8 A. Cupka: Second.

1:12:37.2 Chairman: Motion's been made in second, any discussions? All in favor?

1:12:42.6 C. Binder: Aye.

1:12:43.1 C. Cleveland: Aye.

1:12:44.2 A. Cupka: Aye.

1:12:45.3 A. Parker: Aye.

1:12:46.3 Chairman: Chair votes aye, motion carried, we are adjourned until June 7, 2022 at 5:30 PM here in the boardroom.