

**VIRGINIA:**

At a regular meeting of the King George County Service Authority Board of Directors, held on Tuesday, the 1<sup>st</sup> day of February, 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
- Annie Cupka, Member
- Carrie Cleveland, Member
- Chris Miller, County Administrator/Interim General Manager
- Kelly Lackey, County Attorney

**0:00:01.9 Chairman:** I hereby call this regular meeting of the King George County Service Authority Board of Directors to order. We'll begin with an invocation by Ms. Cupka and the Pledge of Allegiance by Mr. Miller. If you're able to stand, please do so.

**0:00:23.2 Annie Cupka:** Let us pray. Heavenly Father, we ask that you heal all of those who are ill at this time, that you bring comfort to all those who are suffering, and that you watch over all who gather here this evening to conduct the business in the best interest of our community. In your holy name, we pray. Amen.

**0:00:47.0 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.

**0:01:08.1 Chairman:** Thank you. Mr. Miller, any amendments to the agenda?

**0:01:11.1 Chris Miller:** No, sir.

**0:01:13.2 Chairman:** Thank you. We are now open for public comment. Does anybody in the audience wish to speak? Mr. Dines, do we have anybody on the line? Okay. Moving on to reports from the members. Ms. Binder?

**0:01:34.3 Cathy Binder:** I participated in our emergency meeting last week and I'm still investigating issues from that meeting. Thank you.

**0:01:43.9 Chairman:** Mr. Parker?

**0:01:46.2 Allen Parker:** I just wanted to thank Mr. Miller and his team for getting some answers for on a few items for me and for our customers in particular with our MuniBilling system, and also looking into some stuff as well as Ms. Binder is on last Thursday's meeting.

**0:02:05.7 Chairman:** Thank you. Ms. Cupka?

**0:02:05.8 A. Cupka:** Thank you, Mr. Morris. I don't have anything to add that my colleagues haven't already touched on.

**0:02:12.3 Chairman:** Thank you. And Ms. Cleveland?

**0:02:14.1 Carrie Cleveland:** Yes, I do have a couple of comments that I wanted to make. So, when I left the last regular scheduled board meeting, I just really left here feeling a bit unsettled and really started thinking more about the future of the Service Authority both from a short-term and a long-term perspective, and are we doing the right things to set us up for success in the future? There's clearly been some mistakes that we've made in the past, and I really just want to understand those mistakes and make sure that we're making the best choices to ensure a great future. So, I did call upon my colleagues here on the board and asked that they would be willing to meet with me and share their thoughts and perspectives, and I just wanna publicly say thank you to all of you for taking the time. I know everybody's really busy. It was really helpful for me to understand those perspectives and motivation behind those perspectives, so again, thank you.

I definitely wanna say a huge thank you to Mr. Parker who was just absolutely amazing at explaining engineering concepts in a way that are relatable to somebody with a finance and business background. So, I just wanna make sure that I'm clear when I say a lot of this stuff just leads me back to the same thing that I've been saying, and that is, I think that the Service Authority needs a General Manager. I believe that we owe it to the staff of the Service Authority as well as the clients of the Service Authority to search for someone who's a subject matter expert, who can serve as a visionary, as a full-time hands-on leader, and I think right now it's critical more than ever. I also wanna say thank you to the staff of the Service Authority. I reached out to Mr. Miller after the water pipe break in Fairview about concerns about safety, it was escalated because kids were playing around that site. The staff was on it and went over to Fairview, made sure that they put up cones. Subsequently, the hole was paved.

I'm just very thankful that the staff reacted in such an urgent way, had a lot of complaints come to me from some of the community in Fairview Beach, so I appreciate that. I know that the weather comes into play before a hole can be filled, but I certainly appreciate that fast response. And one final thing, with the budget sessions quickly on the horizon in the past, the board has had a Citizens Budget Advisory Committee, so I just wanted to check and see if we are going to be continuing that committee because, if so, I'd really like to start looking for somebody. I know last year it was a bit difficult for everybody on the board to find somebody to commit that time. I think that it would be really good to have input from the community, in particular if we can get some folks on that committee that have a strong financial background.

**0:05:03.6 Chairman:** Thank you, Ms. Cleveland. And I, excuse me, participated in the phone call meeting yesterday with the Service Authority, the state DEQ, Inboden, I'll reference the Dahlgren Plant, the state requires some additional information that staff and Inboden will be working on, and the state will be involved, and they will be present more as we work to get everything back to

normal there. That's all I have. Okay. Moving on, to consent agenda.

**0:05:51.9 A. Parker:** I move that we accept the consent agenda as written.

**0:05:54.5 C. Binder:** Second.

**0:05:56.9 Chairman:** The motion has been made and second. Any discussion? Okay. All in favor say aye?

**0:06:03.2 C. Binder:** Aye.

**0:06:04.5 C. Cleveland:** Aye.

**0:06:05.3 A. Cupka:** Aye.

**0:06:05.7 A. Parker:** Aye.

**0:06:07.3 Chairman:** And the chair votes aye. Any objections? Motion carries. Now, moving on to the report from the county attorney, Ms. Lackey?

**0:06:17.4 Kelly Lackey:** Just a brief comment, it didn't require an amendment to the agenda, but the closed meeting motion will be different than as published.

**0:06:29.2 Chairman:** Thank you. Any presentations or reports this evening? No? Okay. Moving on to discussion items.

**0:06:42.8 A. Parker:** I move that the King George County Public Service Authority convening closed meeting to discuss pending and anticipated DEQ enforcement action pursuant to Virginia Code Section 2.2-3711 A7 and A8 for consultation with staff and legal counsel regarding actual or probable litigation or such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body and specific legal matters requiring the provision of legal advice of counsel. I also move that the King George County Public Service Authority convening closed meeting to discuss rural water requirements related to a prospective business or industry pursuant to Virginia Code Sections 2.2-3711 A5 and A6, where there is no previous announcement of a business or industry locating or expanding in the community and discussion or consideration of the investment of public funds where competition or bargaining is involved, where if made public initially the financial interest of the governmental unit would be adversely affected. I invite the county administrator, county attorney, county engineer, and consultants 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 Virginia Code Section 2.2-3712(F).

**0:08:10.9 Chairman:** Motion has been made. Do I have a second?

**0:08:14.9 C. Binder:** Second.

**0:08:15.9 Chairman:** Motion is made and second. Any discussion? All in favor?

**0:08:17.2 C. Binder:** Aye.

**0:08:18.5 C. Cleveland:** Aye.

**0:08:19.3 A. Cupka:** Aye.

**0:08:20.7 A. Parker:** Aye.

**0:08:22.3 Chairman:** Chair votes aye. Any objections? Motion carries. We're in closed section.

[pause]

**1:20:24.6 A. Parker:** I move that the King George County Public Service Authority return to public meeting and certified by vote that only public business matters lawfully exempt 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.

**1:20:45.3 C. Binder:** Second.

**1:20:48.3 Chairman:** I have a motion and a second. Do I have a member to so certify?

**1:20:54.1 C. Binder:** I so certify.

**1:20:56.2 A. Parker:** Allen Parker, so certify.

**1:20:56.4 A. Cupka:** So certify.

**1:21:00.1 C. Cleveland:** Carrie Cleveland, so certify.

**1:21:01.1 Chairman:** James Morris, so certify. And we're back in open session. Okay. A screw up on my part, we jumped ahead and we missed two items under the... For discussion in the proposed consent order update. Mr. Miller?

**1:21:19.8 C. Miller:** Yes, sir. So, you will see something in my... The GM report where we talk about obviously the incidents that have happened at the Dahlgren Wastewater Plant, but because of that, that plant was included in the proposed consent order. They have asked that we kinda put that in a holding pattern right now pending further review of what's going on at the plant, and so that will be something that will be coming back to you all once we hear back from the DEQ folks. I just wanted to provide an update.

**1:21:57.4 Chairman:** Okay. Any questions for Mr. Miller? Okay. And then the other item was regarding the Saint Paul Well site.

**1:22:07.8 K. Lackey:** I can just give a brief update on that. There is a private property owner who's expressed possible interest in selling the residual property around a 100 by 100 foot well site, so we're kind of in the early stages of evaluating that, but wanted to bring it to the board's attention that that is being looked at, and if there's any direction on whether to continue with that effort or not, that would be appropriate.

**1:22:39.2 Chairman:** Okay, thank you, Ms. Lackey. Any questions on that?

**1:22:48.5 C. Cleveland:** I just have a couple of comments about it. So, I had sat on the Infrastructure Advisory Committee last year, I was appointed there from the Board of Supervisors, and in that committee, we had uncovered a lot of property that the county owns that they're not using right now, and so they were... We were talking about what to do with... What would we do with this property? What they could be used for. So I feel like instead of looking into purchasing something additional, we probably should start with the property that we own currently and looking to see if it's something that could satisfy the needs. In addition, another comment I wanna make about this is, I think at this time, especially going into the budget session, that we really should look at our financial situation and determine if it even makes sense for us to purchase something right now.

**1:23:55.1 Chairman:** Thank you, Ms. Cleveland. Anyone else?

**1:24:00.5 A. Parker:** Yeah, just to clarify the kind of... What we're talking about. On the Saint Paul's Well sites in the middle of an island, we own like well site and not much to access it, there's a small parcel of land around it that is unusable, but we could use it for storage and whatnot, and better access for the well site, it's a very small piece of property, so it's really what they're talking about is a tiny, tiny little piece of land to have more access to the couple of... To the wells that we have there. It's not a major piece of property.

**1:24:36.8 C. Binder:** Quick question. How many people are served or do you know off the hand from that well site?

**1:24:44.8 C. Miller:** Do you... How much... Okay, thank you.

**1:24:57.1 Chairman:** And if I remember correctly from the plot plant, it's only like one and a half for 2 acres total originally, and then minus our little, 100 by 100 a piece.

**1:25:15.2 K. Lackey:** I think it's an acre and a half, so you're dead on.

**1:25:18.0 C. Miller:** And I think that what our plan was is obviously, Mr. Morris had introduced this, and so there's a process in terms of obviously buying anything the county has to go through, and that's why we wanted to update you on that. What we will do is start that process, and I believe the landowner is offering a very fair price from what I can understand of the situation, so I would agree with Mr. Parker that this is a small well. I would also agree with Ms. Cleveland that that is one of the things that the county does have, is a lot of property, Service Authority, and the county. And there is a study for the county side to go in and look at all these facilities that we have about the use of that, and that's something that we'll be bringing back to the Board of Supervisors. And if we need to be doing the same thing on the Service Authority side, then we'll certainly do that as well, but I don't know that this would fall into that category, it's more of a kind of a functional improvement, is what it would be.

**1:26:31.3 Chairman:** Anything else? Okay. Mr. Miller, your General Manager report please.

**1:26:41.0 C. Miller:** Yes, sir. So, Ms. Cleveland alluded to this, but I do wanna publicly thank all

of the crews that were involved in the water line repairs last Friday night, I know the temperature was quite cold and the crews from the private contractor as well that were involved in that. I think that one of the things that I pointed out to Ms. Cleveland, and I believe I shared with Mr. Collins, who's in the board of supervisors in that district, as well as to Mr. Morris and Mr... Excuse me, Ms. Cupka as well as the at large supervisor. They had to dig 16 inches, through 16 inches of pavement, which kinda gives you a perspective of the amount of time that they've done the pavement in the Fairview Beach area, so that water line was obviously way down there. They were able to get it repaired, and I think that, again, kudos to the maintenance crews for what they did and working with the contractor, and hopefully it wasn't a major disruption for our citizens in that area, and we definitely appreciate the KG alerts that Patty was able to provide and keeping everybody informed. So, we just... We tried to do our best on that, and we appreciate all the support that a lot of the citizens in that area gave. It's my understanding they brought out a lot of coffee, cookies, probably beverages that they can consume on the job, but we understand that it was a good showing of support, so we appreciate that. The next item is, as some people may know, the Dahlgren Wastewater Plant is encountering some significant issues that we are working through, we're working in coordination with the Department of Environmental Quality, the Virginia Department of Health, we're also... I can tell you this, and the board is aware of this, we have brought in our operator in charge, Inboden Environmental is now basically running all of our wastewater treatment plants on an emergency basis. And so we are in very good hands, but we will be providing the public with any updates to the information that we share with the Department of Environmental Quality, and we will be providing that as those kind of updates occur, but I just wanted to let you guys know that.

I do think that the work of Inboden and the employees that we have on site have done a magnificent job of taking action and trying to bring a major wastewater operation back to life, if you will, and so we're working through those, and we will keep the board informed as those things happen. Mr. Parker alluded to the MuniBilling situation, and I appreciate his patience with that. It's evident that we will work with MuniBilling on when they provide their notices to customers about any problems with their bill payment or if they're late. I will tell you this, that we typically have a three-week process in terms of when somebody becomes late, we then have about a two to three-week period where we're letting people work with us before we even get to the turn-offs. As I indicated also back in January, because of the snow storm, we decided to postpone any of the January turn-offs, and we encourage anybody that if they are late and they're late from January to get it in and get it taken care of, because we'll do this again in March.

But MuniBilling is currently our billing service, as you all know, as your capital improvement project that you have is to replace the billing system with an automatic meter reading program, and we are in the process of doing that. So, that is something that will begin the process of changing over from the service that you have right now. I thought we were gonna have Mr. Young here, but I don't think he's not here, but we do have a new Principal Engineer who is working with Travis Quesenberry. He's Travis's replacement when Travis eventually steps aside, but obviously big shoes to fill. But a very bright young man. And he will be doing a number of things for us. He'll be doing a number of things on the county side. He's right now working with us. We know one of the major issues that is confronting the Dahlgren Plant is what's known as infiltration and inflow, and they are significant issues, and when you have the amount of snowfall that we encountered in the first week of January, that's a major issue for I and I, that's what that's called.

And Mr. Young has already been... Has been working with Mr. Hoagland from the Service Authority, identifying and establishing some cost estimates for some improvements to the I and I that can help address some of those concerns. So, he's already paying off, and Travis has got a lot of things for him to be doing, so we're very... I'll get him back to a meeting here and let you all meet

him, a nice young man. At the last meeting, it was mentioned about the Saint Paul's, it should be Saint Paul interconnection to Owen system, so we are gonna ask our engineer, Draper Aden, to look at that. So, this was obviously the plan way back when, but for whatever reason, that system is not... Or that interconnection is not working, and so we want them to come in and study it because it would open up some opportunities here.

We know that it was also mentioned at the last meeting about the Owen system and connection with Walnut Hill, is my understanding from Ms. Hall, our community development director, that the Walnut Hill, there is some discussion about that possibly coming back together, but right now that whole ability to get the water service underneath 301 and down to Dahlgren through Walnut Hill was kind of tied up in the developer's work that they still need to do, so that's why the Owen system is, it's there, it can be enhanced and we're gonna work to see if we can get it so it can interconnect to St. Paul's, and so we're working on that. The last item is, and I have one more, but that I don't really have a report on that, we are obviously monitoring this, we have employees that are affected by COVID, and we do everything we can to prevent those folks from having a lasting impact, but it's affecting everybody in the county, it affects the schools, it affects everybody, and so we are doing everything we can.

I will remind you that under some of the initial laws that came out in the Federal Acts that required certain personnel that can be considered essential, that can be brought back to work even if they have been exposed or if they may have actually contracted COVID, we can bring those people back if it's an emergency, and the Service Authority does have that designation as well. We have looked at that in certain circumstances, and we haven't had to pull the trigger, but those kind of things can happen, we can establish some different type of work assignments where they wouldn't be impacting other employees, but that is something that is allowed because we know that essentially receiving water and sewer is an essential function for a county, for any community.

The last item I would mention is we are happy to report that we did receive funds from ARPA in the amount of \$142,000 for the billing assistance, so that is in fact in place, and so we haven't had to necessarily do that yet, but there are opportunities for citizens who might be encountering some financial difficulties, especially for... Because of COVID reasons or other reasons associated with that, then they can contact our office and we can allow them to participate in that. I'm sorry, did I misspeak? Okay. Do you wanna correct me? I'm happy to let you do that. We wanna make sure we get the right information.

**1:36:27.6 Patti Norris-Barker:** Okay, good. The ARPA funds are pre-qualified. The previous CARES fund, the citizen had to do an attestation, but these funds are being pre-qualified. The criteria was, when I applied for the funding, it was based on what was past due at as of August 31st, and I am currently working towards getting these funds applied directly. There'll be no attestation from the customers, this will be applied across the board for the individuals that were past due as of August 31st.

**1:37:24.6 C. Miller:** Thank you. Stand corrected. I appreciate, I think that's a very important good update, so thank you, Patti. That's all I have.

**1:37:33.6 Chairman:** Thank you, Mr. Miller. Any questions for Mr. Miller? Motion to adjourn?

**1:37:43.4 A. Parker:** I make a motion to adjourn to February 15th, 2022 at 5:30 PM here in the boardroom.

**1:37:47.8 C. Binder:** Second.

**1:37:50.9 Chairman:** I have a motion and a second. Any discussion? All in favor?

**1:37:52.2 C. Binder:** Aye.

**1:37:53.5 C. Cleveland:** Aye.

**1:37:54.3 A. Cupka:** Aye.

**1:37:55.7 A. Parker:** Aye.

**1:37:57.3 Chairman:** Any objections? Motion carries. We are hereby adjourned until February 15, 2022 at 5:30 PM here in the boardroom.