

Floyd-Floyd County PSA
Water/Wastewater Board Meeting
March 13, 2025

Chairperson Linda DeVito called Thursday, March 13, 2025, board meeting of the Floyd-Floyd County PSA to order at 5:34pm. In attendance was Vice Chairman Mike Maslaney, Director Bruce Turner, Director Trent Cox, Director Rick Parrish and Director Kalinda Bechtold. Others in attendance were Administrative Assistant Teresa Conner, Superintendent Patrick Nicola, Attorney Janet Murrell and Engineer Matt Gross.

Chairperson Linda DeVito asked everyone to look over the Jan minutes if they did not already. She had already reached out to Administrative Assistant Teresa Conner to change the word command to commend on the first page last paragraph. There are no February minutes as we did not have a meeting due to the weather. Director Rick Parrish made a motion seconded by Vice Chairman Mike Maslaney to approve the January minutes as amended. Chairperson Linda DeVito asked all in favor reply yes, all replied yes motion passed.

Chairperson Linda DeVito moved to the Treasurers Report. Administrative Assistant Teresa Conner went over the account payables for January and February. Director Trent Cox asked if the Webgis cost was the annual fee and does it include and updates. Administrative Assistant Teresa Conner replied yes that it was the annual fee and included some updates. Chairperson Linda DeVito asked what the tree removal from creek was under Justin. Superintendent Patrick Nicola said that it is what FEMA was going to cover and then when they turned into Lydeana for FEMA they didn't approve because it was under \$4500, but no one told Lydeana that until too late. Chairperson Linda DeVito asked about AEP cost and Administrative Assistant Teresa Conner said that it was paid for 2 months because they didn't receive our payment in time before we were billed again. Director Bruce Turner made a motion seconded by Director Trent Cox to approve January and February account payables. Roll call of members replying yes, motion passed.

Administrative Assistant Teresa Conner went over Financials. The top row on the budget analysis includes VDH, LSI money because it is income, but the second row has income and expenses excluding that money. We are over in expenses because of the breaks we have had and also the dump truck we got from the Town ended up costing us \$7000 for repairs. Superintendent Patrick Nicola said the brakes were shot, the four-wheel drive didn't work, the front end was dragging. Chairperson Linda DeVito asked did we get an estimate before approving the work. Superintendent Patrick Nicola said no because we didn't realize how bad it was until he had it up on the lift and called us. Since it was already there we went ahead and had it fixed. This should not be a recurring issue. Director Kalinda Bechtold asked if it was used for a snowplow did, they have a blade on the front. Superintendent Patrick Nicola said no they did not. Director Trent Cox asked if the Town gave

us the truck and Superintendent Patrick Nicola said yes, they did. Administrative Assistant Teresa Conner reminded everyone that we still have the \$30k from the Town that we have not asked for yet that they approved in their budget for the PSA. Vice Chairman Mike Maslaney made a motion, seconded by Director Rick Parrish to approve the Financials. Roll call of members replying yes, motion passed.

Administrative Assistant Teresa Conner went over delinquents stating she went back to May 2024 and subtracted off the nursing homes bankruptcy amount as that is money we probably will not receive.

Administrative Assistant Teresa Conner said we would be doing a mailing soon with Cross Connection letters and these are topics that we will send out with those letters for customers information. This is just a draft up for discussion and changes. Attorney Janet Murrell said she had some changes that she sent over at 430pm today. Chairperson Linda DeVito asked Attorney Janet Murrell to read aloud if she had it.

Delinquents

Bills are due on the 25th of every month. If not paid by the 26th, a 10% penalty will be added. The next month's bill is mailed around the 2nd and will show the total past due amount as "Previous Balance."

A delinquent notice will be sent on the first business day of the following month, giving customers 10 days to pay before service disconnects. The notice includes the due date and amount owed. Landlords of tenants will also receive this notice. If payment is not received by the date on the notice, a \$30 cutoff fee will be added, and water will not be restored until both the past due amount and the cutoff fee are paid. If you request to make a payment and have your water turned back on after business hours (7 AM to 5 PM), you will be charged an additional fee of \$130. Payments can be made in person at 169 PSA Road, or through one of the drop boxes located on the office door or the gate, or at Skyline National Bank in Floyd.

Commercial & Residential Accounts

Commercial Accounts are defined as those accounts in which the property is used for business purposes, including, but not limited to, short-term rentals listed through sites such as Airbnb. Residential Accounts are defined as those accounts in which the property is used as a single-family residence, including, but not limited to, those properties under a long-term lease agreement in which the tenant leases the property from the property owner (landlord).

Director Kalinda Bechtold asked what if their rental is not listed on an Airbnb site how would you know. Administrative Assistant Teresa Conner said that it's always been if you are not renting to a tenant, or you don't live at the property then you are listed as commercial. Remove the Airbnb part under commercial and also change to water will only be restored during business hours which is

from 7am to 5pm Monday through Friday. Director Kalinda Bechtold asked if she had a list of these properties. Administrative Assistant Teresa Conner said she obtained a list from The Commissioner of Revenues office. Director Kalinda Bechtold asked if payments are dropped at the gate how will you know if you got them in time for the people that are delinquent. Administrative Assistant Teresa Conner said we check the box daily and before we do any cutoffs, we always check both drop boxes, the bank and the post office. Director Kalinda Bechtold asked in the 10 days at the top is that calendar or business days, Administrative Assistant Teresa Conner said calendar days. If everyone is ok with this, I am entertaining a motion to approve to mail out. Director Kalinda Bechtold made a motion, seconded by Vice Chairman Mike Maslaney to approve the mailer to go out with the Cross Connection letters as amended. Roll call of members replying yes, motion passed.

The Administrative Assistant Teresa Conner said we need to start talking about the budget that is coming up and the finance committee that consists of myself, Patrick, Mike, Will and Linda need to meet. If we have a rate increase, we need to have enough time to advertise for 2 weeks, then 14 days after have a public hearing, if we have a decision in Mays meeting then it's enough time to do the above and have the public hearing at the June meeting and then the increase will show in July as June income. A tentative date of March 20, 2025, was set at 2pm for the finance committee to meet.

Attorney Janet Murrell Report: Only thing is the check for Bob Gardner. Chairperson Linda DeVito said let's jump to Superintendent Patrick Nicolas report and circle this in with his report for March.

Superintendent Report Feb 2025:

1. Water Breaks:

Jan 9th at 10am, notified by the Town. Food lion break on Rt221- 4" main in road, ductile pipe, installed repair band and topped off with asphalt patch.

Jan 9th at 3:30am, notified by the Sheriff's Department. Corner of Parkview and Rt 8- service connection, replaced saddle.

Jan 10th at 6:45pm, notified by the Sherriff's Department. Corner of Fox and Oxford, 8' main, cast pipe, installed repair band.

2. Sewer Break:

Feb 3rd at 11A.M reported by someone on the walking trail at Warren Lineberry Park. 8" concrete gravity sewer line. Once uncovered it appeared whenever the service water lines were ran a Ditch Witch was used and cut through the sewer pipe in two locations. Replaced 8ft of pipe.

3. **Jacksonville Water Tank:**

A previously repaired leak in the top section of the tank, along with an additional spot around a seam section bolt have both started leaking. We lowered the tank level from 21.5ft to below the leaks at 18.0ft. Matt and I have discussed this, and the plan is to replace at least one starter with a VFD along with an Inverter duty motor to control the pressure on the high-pressure side. Once the new drive and motor have been installed, we can schedule taking Jacksonville Tank out of service for repair.

Director Trent Cox asked were the holes not high enough that you wouldn't need to drain the tank. Superintendent Patrick Nicola said no there were multiple holes, so if someone was coming to fix it, it would make more sense to drain and fix all of them.

Updates/Notes:

- **Water credit for employees on our system**

Mixed feelings on this as it could be a conflict because this is a perk/selective benefit that other employees would not receive since they don't live in Floyd so how would you compensate others if they brought it up, taxable income, could affect funding etc. Attorney Janet Murrell would have to check on the VA code for this and if it was not an issue you would just add it to the personnel policy if the board agreed.

- **Update current Bereavement Leave Policy:** Currently the PSA's bereavement policy: When death occurs in a family, it is often necessary for an employee to take time off from work. Realizing the responsibilities, a family member has during this difficult time, an employee may take up to three days of Bereavement Leave when an immediate member of the employee's family passes away. An immediate family member is defined as mother, father, brother, sister, spouse or child. Realizing that travel time, legal activities and other related responsibilities may require several days to complete, an employee is encouraged to take as much time from work as necessary to do so. While up to three days' bereavement leave is being credited to an employee's leave account, an employee's general leave account should be used to cover additional time away from work. Should an employee require more time off than the amount of leave time available in the employee's leave account, an employee may take additional time off without pay. We had an employee's grandmother pass away and so we assumed that it was covered which is not, so Teresa looked into this with the Town, County and VRSA. A motion was made by Director Rick Parrish, seconded by Vice Chairman Mike Maslaney to make an adoption to the Floyd County's PSA bereavement policy to what VRSA sent over and credit back employees leave time for his grandmothers passing. Roll call of members replying yes, motion passed. If any outside circumstances can bring to the board to discuss.

- **Fee to cut on water after hours due to lack of payment.**

When we do cutoffs if someone calls and says they put payment in the box or paid at the bank and after hours we are paying someone overtime to come in and turn their water back on which costs us to bring someone in to do that. Vice Chairman Mike Maslaney asked

Director Trent Cox did they do turn on water after hours, but he believes most of that is catching up from them being off plus they have a fee regardless. Director Trent Cox said they do Monday-Friday. Administrative Assistant Teresa Conner said so if you are going to charge a fee would it be the employee that is turning them back on going to collect the money or just take someone's word they are going to pay. Attorney Janet Murrell said we changed our delinquents just the other month that stated the past due amount and fee would have to be paid before water is restored. Superintendent Patrick Nicola said he just wants to know the policy so that when someone calls, he knows what to tell them that is accurate. Director Trent Cox made a motion, seconded by Director Bruce Turner to make the policy we do not turn on water after 5pm. Roll call of members replying yes, motion passed. The mailer motion was already to change as amended.

- Projects Progress Report (see engineering report)
- Attached are Water Loss and Sewer flow I&I Percentage's

Superintendent Report March 2025

1. The Gardner's:

Bob came to the plant inquiring about a check for some landscaping work he paid for back in 2018 which Richard was to reimburse him for. Apparently, a letter was drafted after the work was completed and presented to Bob to sign to receive the check. Bob was never told about signing anything and therefore refused to sign and the check was withheld. Janet advised, since Bob was not aware of the letter, we would be intitled to reimburse him. I spoke with Linda and the decision was made to follow Janets advise, and we cut a check to Bob. There still is a matter of an easement that will need to be addressed but at this time Bob said he wasn't signing anything.

Superintendent Patrick Nicola had got with Engineer Matt Gross to get a drawing to a 10ft utility easement. Superintendent Patrick Nicola said he was going to mention to Bob about getting an easement signed but Bob received a phone call and has not readdressed it.

Chairperson Linda DeVito said if we don't have an easement, we would be trespassing to fix the pipe and we want to be legal. Attorney Janet Murrell said instead of getting him to sign an agreement to sign an easement in the future just get him to sign an easement now. I can just go ahead and prepare the easement, present it to him to sign then and get notarized. Director Bruce Turner said he wasn't sure he would sign it with all that is going on. Vice Chairman Mike Maslaney said it's a new line so we should not have an issue for a long time. Chairperson Linda DeVito said let's just pause on the easement for Gardner's.

Mary came down and we discussed her sewer lateral break and the plans to install a manhole and replace the line going under 221. Mary understands the Boards decision to not accept responsibility of her lateral repair however she did make note that since the repair was made in the event our line was to back up again it could back up into her shop and that would be on us. She also showed interest in connecting to the manhole directly when we install it. I told her when the time came, we would be glad to get her an availability

quote on boring the manhole and installing a clean out at which point she would connect to and maintain from that point back.

Chairperson Linda DeVito told Superintendent Patrick Nicola to contact Jesse and Chris about when they are paving in Floyd to see if we can work around when they are paving so that we can get our work done before they pave.

2. Power Outage:

In preparation for the incoming storm on February 10 we positioned the Large portable generator at Tise and had a 60ft transfer cord made up. Also, we purchased a small Honda Generator that a single man could move and placed it at the school tank. February 11 brought a weather event that left us without power at Slaughters Pump Station, Sewer Treatment Plant, Rt 8 P.S and School Tank. Slaughters and the plant lost power for just over a day, so we ran a trash pump from the station directly to the plant which we operated by hand and the plant effluent did stay within limits. Route 8 was out for 2 days so we ran the septic truck throughout both days with only an estimated overflow of 8000 gal which was reported to DEQ. The water tank was out for 4 days during which time we ran our small generator around the clock to maintain the communications between it and Well 6.

Chairperson Linda DeVito said in power outages, storms, etc. that it is imperative that we track & document all man hours, equipment use, purchases, volunteer hours, clearing work etc.

Updates/Notes :

- ◆ Determine 2 well locations for fracture trace.
A gentleman named Thomas will be coming down in April who is doing work for the County fracture analysis. He asked us what property the County owns that would be beneficial for us to drill at so that he could have that together, a total of 3 sights. Chairperson Linda DeVito said above Crenshaw there is a fracture lining, Epperly Mill Road has a trace through farm field and Commerce Park. The problem might be can we get a rig there. There is a March 25th water study meeting by Virginia Tech that all are welcomed to attend. Chairperson Linda DeVito asked Engineer Matt Gross where we on the Well are Drilling grants. Engineer Matt Gross said he talked to Lisa about it from the results over a year ago, still waiting.
- ◆ Air B&B, Commercial or residential
- ◆ Hauled 75 tons of sludge into landfill.
- ◆ Collected PFAS Samples 3-3-25.
Heath Dept collected the first sample; Devin and Myself collected the second sample. Wells 1,2 and 3 failed both times. Called Brianna and she didn't know anything to contact Rebecca and Rebecca said to contact Lisa. Lisa Crabtree said we would have to do GAC filters it's the cheapest solution that removes 90-98% of PFAS. Engineer Matt Gross said he is working with Lisa because there are 100% grant funds right now for PFAS. It is a first come and first serve basis. She is also going to check with Anthoney Hess to see if the PFAS funds can be used for drilling a new well.

Chairperson Linda DeVito asked how much the GAC Filters cost and Engineer Matt Gross said depends on the capacity, and the biggest problem is going to be required to backwash which means we will have to put sewer connections at Wells 1,2,3 and new buildings. Director Bruce Turner said to check with Ross at the High School about his building class.

- ◆ Ordered VFD and Motor for Booster Pump Station
- ◆ Projects Progress Report (see engineering report)
- ◆ Attached are Water Loss and Sewer flow I&I Percentage's

Engineer Report:

March 13, 2025

1. VDH Funding Water System Improvement Projects

The Contractor has completed most of the Route 221 project original scope. The Contractor is preparing their final estimate for the change order to extend the waterline to Nira. The Contractor has completed the gravity sewer for the filter building and is ordering filters from W. P. Turpish of Shelby, NC for the greensand filters. It is supposed to be a three-vessel system similar to the original design equipment.

On March 5, the PSA, Engineer, Contractor, VDH, and the EPA representatives held a meeting to cover the AIS requirements of the project and the required bookkeeping. The EPA and VDH were very pleased with the results of the meeting.

2. Nursing Home Pump Station Replacement

Pump station equipment might be coming in April.

3. NAPA Sewer Issues

The plans have been approved by VDOT. Plans have been sent to Contractor for possible change order.

4. Floyd Infrastructure Technical Group:

H&P was invited by Karla Turman to attend a March 19th technical meeting to discuss goals, objectives, and strategies for transportation, public water and sewer, solid waste, etc. for the County and Town. Gross forwarded the invitation to Patrick and after discussion, accepted on behalf of the PSA to attend with the PSA Superintendent.

5. Floyd Regional Commerce Center Sewer Exposed:

The Contractor for the County sponsored FRCC site work discovered that the runoff from the County stormwater pond has eroded the dirt around the existing sewer. See photographs on the next page. The runoff has run around and undercut the concrete

encasement that was originally installed around the pipe. This should be addressed after confirming that the pipe is undamaged. Superintendent Patrick Nicola did confirm that they ran the camera down and the pipe was still intact. Engineer Matt Gross said that area should be backfilled with gravel and pour concrete all the way to the outfall. The question is who pays.

Chairperson Linda DeVito told Superintendent Patrick Nicola to talk to Lydeana and Tabitha at the County. Mark Cline is the project manager for the County's project.

6. Gardner Easement:

H&P was asked to prepare an easement exhibit for the sewer work on the Gardner property. An easement exhibit was prepared and submitted to the PSA.

FUNDING OPPORTUNITIES:

Department of Housing and Community Development: Community Development Block Grant – **Construction Ready Fund:** up to \$2M for projects that involve water/waste-water services for an area with at least 60% LMI and where final engineering, permits/easements, and all other sources of funding have been secured, Regional Water/Wastewater Fund (must be 2 localities so would have to be County and Town): up to \$3M for projects designed to address water/wastewater needs on a regional scale with one locality designated as the lead. **Planning Grants:** up to \$100,000 available.

Appalachian Regional Commission: ARC Grants are due March 31 to cover infrastructure projects.

Rural Development: Up to 75% Grant Eligible Funds if determined to be a financially needed community. The typical loan period is below average interest over a 40-year period.

Virginia Revolving Loan Funds: The PSA is currently funding the water project through a VDH funded loan from this project. Loan periods are typically 20 years, and interest rates go from zero to current market rates.

Virginia Resource Authority: The VRA issues bonds in the national market and loans the proceeds to localities for use. These funds are typically restricted to Towns and Counties.

Southeast Rural Community Assistance Program: SERCAP provides limited grant funds for the development of water and wastewater infrastructure for low-income rural residents.

Virginia Tobacco Region Revitalization Commission: Requests for utility infrastructure funding should serve economic development objectives and sites.

Other Business

Mayer Gallimore had reached out to Director Will Griffin about sewer extension on Mill Run. After discussion at this time, it is not feasible to extend the sewer on Mill Run.

Chairperson Linda DeVito asked if there was any further business to discuss. There was no further business to discuss and entertained a motion to adjourn. Director Kalinda Bechtold made a motion to adjourn, seconded by Director Trent Cox with all replying yes, motion passed.