

Floyd-Floyd County PSA
Water/Wastewater Board Meeting
July 9, 2025

Chairperson Linda DeVito Kuchenbuch called Wednesday, July 9, 2025, board meeting to order at 5:32pm. In attendance was Vice Chairman Mike Maslaney, Director Will Griffin, Director Bruce Turner, Director Trent Cox, Director Kalinda Bechtold and Director Rick Parrish. Others in attendance were Administrative Assistant Teresa Conner, Superintendent Patrick Nicola, Attorney Janet Murrell, and Engineer Matt Gross.

Chairperson Linda DeVito Kuchenbuch asked everyone to look over the June minutes if they had not already. Administrative Assistant Teresa Conner stated that she had already made a note to change where Superintendent Teresa Conner needs to be Patrick Nicola. Director Kalinda Bechtold made a motion, seconded by Director Will Griffin to approve the June 2025 minutes as amended. Motion passed.

Director Bruce Turner entered the meeting at 5:34pm

Administrative Assistant Teresa Conner went over the June 2025 account payables. Superintendent Patrick Nicola will review in his report the expenses for JC Hylton. Vice Chairman Mike Maslaney made a motion, seconded by Director Kalinda Bechtold to approve the June 2025 minutes. Motion passed.

Administrative Assistant Teresa Conner went over the financials for end of the fiscal year. We came in over around \$117k and we were over in expenses \$140k. On the balance sheet the loan debt is updated as well as the CDs. Director Will Griffin asked can we minimize the financials to a more budget friendly. We will still include detailed financials for anyone who wants to look more in depth but just have a summary page on top of that. Also, it would be good to have last year's numbers to compare as we go. Chairperson Linda DeVito asked to keep the yearly number. Director Kalinda Bechtold made a motion, seconded by Director Trent Cox to approve the June 2025 financials.

Attorney Report:

In your packet you have the overtime policy that Attorney Janet Murrell wrote up based on the last meeting. If everyone wants to read over and either accept as is or if there are changes that need to be made. Administrative Assistant Teresa Conner said under the non-exempt employee it says comp time must be taken prior to using vacation or sick time. Administrative Assistant Teresa Conner said we do not require employees to use their comp time before using sick time. Director Kalinda Bechtold said that it would be best so that your liabilities would be less on what you would

have to pay if an employee left. Superintendent Patrick Nicola said he thinks that is unfair. What if an employee gets called out for 10 hours and then gets sick you would have to use your comp time instead of sick time. Director Wil Griffin said he sees it that way too. Administrative Assistant Teresa Conner said we also found we are not allowed FMLA as we do not have over 50 employees. Director Trent Cox said we could adopt a policy that is like that, just call it something else. FMLA, you get to keep your job for up to 12 weeks. Attorney Janet Murrell said if you adopt a policy like that your job is secure for up to 12 weeks but unpaid. Chairperson Linda DeVito Kuchenbuch said that FMLA also lets you use your sick time to get paid. Director Kalinda Bechtold said we would need to look into who is responsible for paying benefits under this policy. Director Bruce Turner said it is unfair for the smaller agencies and there would have to be smaller agencies around that are getting around that. Director Will Griffin said the law is there to protect the employer, if the employer decided they still want to do it there are no restrictions that they cannot. Director Will Griffin said his hope would be that we would adopt a policy if we could. Director Trent Cox said he would be in favor of keeping the sick time the way it is. Vice Chairman Mike Maslaney asked Attorney Janet Murrell could we consider a line at the end of this that said all of these rules are subject to change due to special circumstance by the board so incase someone gets hurt for an extended period of time we are covered. Attorney Janet Murrell said she would make the changes. Chairperson Linda DeVito Kuchenbuch asked did anyone have other changes. Superintendent Patrick Nicola said not unless you want to change the vacation time from 200 to 240. The Town does this and we did not know this when we discussed this when we made this change. Chairperson Linda DeVito Kuchenbuch said we had a pretty lengthy conversation about this. Director Kalinda Bechtold said what would be the intent to let someone carry that much time over. Superintendent Patrick Nicola said he always carries over the max amount of time and also if he ever got hurt or injured, he would have that time to use because he doesn't have the hybrid plan or disability plan that is offered now, and I don't get comp time either. Director Will Griffin said before Patrick and Teresas time they used to report how many hours employees had in the packet, so it would be best to include in the packet. Chairperson Linda DeVito Kuchenbuch asked what the board wanted to do about leave time stay at the 200 hours originally agreed upon or change to 240 hours. Director Will Griffin said he would like to see where people actually stand if no one is close to the 200, why change it. Chairperson Linda DeVito Kuchenbuch said we will put the number of annual hours on hold and asked Attorney Janet Murrell to make the other changes that were mentioned to the overtime policy. Director Kalinda Bechtold made a motion, seconded by Vice Chairman Mike Maslaney to approve the overtime policy with changes that Attorney Janet Murrell will make. Roll call of members replying yes, motion passed.

Attorney Janet Murrell said that Chairperson Linda DeVito Kuchenbuch had her look into an emergency alert. The Town and County already have an emergency alert system so they could send the alerts to the PSA, or the PSA could have their own ordinance for sending out Emergency Alerts

to the PSA customers regardless of whether they have signed up or not. Chairperson Linda DeVito Kuchenbuch said that their IT person Danny Lowery is operating the Everbridge system and can pin it down to just PSA customers. What we came up with when we were talking, not everyone trusts to get something from "Government" even if it is the PSA, Town, or County. The PSA received phone calls saying that they did not get the notice etc. and if we were able to broadcast to everybody then that would have taken care of it. We need an ordinance saying we can do that. Vice Chairman Mike Maslaney said his issue was personnel, we only have 5 people and this past time we had two that were out, and we were lucky they came back. If they had not come back, we would have just been hanging there. The email he sent out was to try and make sure sense we are part Town and part County that in an emergency situation those guys were helping us as much as they can. If our guys are required in the field, they do not have time to make calls they need to be in the field with all hands on the issue. Chairperson Linda DeVito Kuchenbuch said Patrick will get with but there was a lot of help from Town employees as well as County. Vice Chairman Mike Maslaney said he understood both helped out, but he wants to be formalized and agreed upon by the Town Council and the Board of Supervisors that these other people can be involved. Director Kalinda Bechtold said that it is part of an Emergency Operations Plan that has to be formalized, and the BOS does not have that in there. The Town would have to do the same and the Sheriff's Department as well if they are going to be involved. Chairperson Linda DeVito Kuchenbuch said they are working on but do not have a time frame on when it will be completed. Director Kalinda Bechtold made a motion, seconded by Director Bruce Turner to have a public hearing for the Floyd PSA to have an Emergency Alert Ordinance. Roll call of members replying yes, motion passed. Administrative Assistant Teresa Conner will post to the Cardinal News and on the website. Chairperson Linda DeVito Kuchenbuch said for her report she just wanted to thank everyone for being able to move the meeting to tonight. I cannot speak more highly of our Superintendent, Administrative Assistant, Devin Griffith, and everyone who rose to the occasion. Chairperson Linda DeVito Kuchenbuch did ask did anyone received any calls from any businesses on this. Director Will Griffin said he had one business ask about drilling their own well and another one asked how many more times this will happen before it is fixed. Chairperson Linda DeVito Kuchenbuch said we are fixing it. Chairperson Linda DeVito Kuchenbuch said the other thing she had instructed Superintendent Patrick Nicola to do was to tally up how much this cost us from the VDOT paving. Administrative Assistant Teresa Conner sent that over yesterday, and I sent that to my VDOT contact and he passed it along to the construction division who will be in touch with Superior Paving and hopes to have that information next week. Vice Chairman Mike Maslaney asked can we sue. Attorney Janet Murrell said she would need to know what happened which Patrick will be going over in his report. Chairperson Linda DeVito Kuchenbuch said we have never reimbursed for loss of business due to the water issues.

Superintendent Report

Boil Water Notice

June 20, 2025 Received a call about 11p.m. from the paving crew, they hit our valve in front of Food Lion. Devin arrived on site and proceeded to cut off valves and called in an emergency marking. I contacted Justin and he began to mobilize. Once the marking cleared excavating began. We found the 4" ductile pipe had sheared in half with a slight off set which caused the line to lose pressure. We made the repair and started flushing the line. At this point it was a little after 7a.m on the 21st. I called Lisa Crabtree with VDH, and she directed me to proceed with a Boil Water Notice. At this point, I notified Linda, and we began working on the notifications. Also, during this time Devin and I began to Chlorinate the Wells, while continuing to flush. Prior to the water break we also tested positive for coliform and e coli on the 17th at the Moose Lodge. Devin resampled the positive site, up and downstream on the 20th. We received the results for these samples on the 21st at 9:47. The Moose Lodge and downstream samples passed however the upstream sample (New River Community Action) was positive for both coliform and e coli. Because of the positive results back-to-back we received a level 2 assessment which required us to also hand out notifications about the positive test results. We started handing out notifications at 12pm and with the help of Town and County we were able to finish at 6:30pm. Also, during this time we resampled the NRCA, up and downstream plus all the wells per VDH requirements.

Chairperson Linda DeVito Kuchenbuch asked where the samples were taken inside or outside. Superintendent Patrick Nicola said that 2 were outside spickets which have been changed now.

All the samples on Monday passed so on Tuesday we only had to sample the NRCA, up and downstream. We received those results at 4:50 on Wednesday at which point I contacted VDH and was given the go ahead to lift the boil water notice. I met with Lisa Friday for the follow-up Level 2 investigation. She determined the sample locations needed to be changed and felt like that was the reason for the positive coliform and e coli results. I have since submitted the new sample locations to VDH for approval.

Director Will Griffin asked do we owe the public more information. Superintendent Patrick Nicola said everything was on that paper that we handed out. Director Will Griffin said he thinks we should post a brief write up of the after-action review from VDH. Director Bruce Turner said the people are leery of the government anyway and the less we put out there the more we look bad like we are hiding something. I think we have an obligation to inform them regardless of how we feel.

After Action Review

was conducted on the 6-30-25. Attending was Linda, Kim, Dan, Andrew, Teresa, Devin, and Myself. During this time, it was decided that in the event something like this was to happen again the PSA would notify Linda (PSA Chair) who will reach out to the County and Town. The County Emergency Response Coordinator will push any alerts and assist in emergency actions that may be necessary, Linda (PSA Chair) will be the Media contact and the go between for the County and Town. The PSA will be responding to the emergency and working with the County, Town, or other organizations in response to the emergency. We talked about some improvements we needed to make but overall,

the feeling was things went well, especially with the limited time, limited manpower and personnel we had to work in and the amount of information going out and tasks being performed.

Paving Repairs

Paving Crew hit Valve in front of Hardees	Justin Invoice- 8,350.00	Paving Crew hit Valve in front of Food Lion	Justin Invoice- 3,000.00
PSA Labor- 3,139.82	Total=\$24,614.72	PSA Labor-985.04	Total=\$4,406.91
Materials Cost- 13,124.90		Material Cost-421.87	
PSA labor- 3,139.82	Total=\$24,614.72	PSA Labor-985.04	Total=\$4,406.91
Materials Cost- 13,124.90		Material Cost-421.87	

Milling Machine broke up the concrete around the manhole near Oxford St in front of Justin Labor- 420.00
PSA Labor-861.91 **Total=\$2,114.88**
Material Cost-832.97

Milling Machine vibration caused a 2' service line break near Green Man Inn
Justin Labor- 4,266.82
PSA Labor-1,477.56 **Total=\$7,968.67** **Grand Total**
Material Cost-2,224.29 **\$39,105.18**

We had to raise 5 manholes which was \$10k and 2 fire hydrants to replace which was \$15k on top of this paving incident. Director Will Griffin asked Administrative Assistant Teresa Conner is that the \$50k overage we were talking about in financials. She replied yes and that we were doing really good until this happened.

Director Will Griffin said we should have a line item that distinguishes what is a break repair vs ordinary repair.

Vice Chairman Mike Maslaney asked when do something like this to get reimbursed are we using our loaded time or unloaded does it have the benefits on top of the pay amount. Superintendent Patrick Nicola said it just the employees pay at 1.5 times reg pay. Administrative Assistant Teresa Conner said she was not sure how to do that, but Director Will Griffin will help her out.

Updates/Notes:

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

Engineer Report

VDH Funding Water System Improvement Projects:

Route 221 –

The pressure test for this waterline has passed. The Contractor took an initial sample for bacti, and it passed. However, he did not take a sufficient number of samples and therefore additional samples are needed to be taken. It was reported by the Contractor they plan to take them this week. After bacteriological results are in, the services can be switched.

Well 6 –

The PSA and VDH have approved Change Order 3 for the Contractor Bowman Griffin to install the ground loops and chemical feed equipment at the wells. The change order was in the amount of \$177,051.82.

Sweeney –

The Contractor has installed the majority of the waterline along Sweeney after coordinating with DJs for closure over the same period. The tie in, pressure test, and bacteriological tests need to be completed before the customer services can be switched to the new line.

The Contractor did not submit a pay request for this month as Justin has been on vacation following completion of Sweeney.

2. Nursing Home Pump Station Replacement:

The pump station base is ready for delivery and installation. The Pump Station is ready for delivery as soon as the Contractor has the base set.

3. Slaughters Pump Station:

No significant change.

4. WBOP Paperwork:

VDH has provided a copy of the financial forecasting spreadsheet for the WBOP. The PSA and Engineer need to meet to finish completing this document before the WBOP can be submitted.

Chairperson Linda DeVito Kuchenbuch asked if there was any further business to discuss. No business to discuss. Director Rick Parrish made a motion, seconded by Director Kalinda Bechtold to adjourn. Everyone replied yes, motion passed meeting adjourned at 7:54pm.