

**HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY  
MINUTES**

**August 30, 2021**

**PRESENT:** A. Banks, M. S. Byler, R. B. Chewning, A. M. Collins, D. S. Driver,  
A. A. Lawrence, M. W. Light, P. S. Rhodes Also present: J. J. Ham, Attorney;  
A. L. Berry, K. D. Cekada, A. C. Riggelman, G. A. Thomasson, Staff.

**CALL TO ORDER**

Chairman Rhodes called the regular monthly meeting to order at 3:00 p.m.

Members present were verified by roll call vote as follows:

Ms. Byler - Present	Mr. Collins - Present	Mr. Light - Present
Mr. Banks - Present	Mr. Driver - Present	Mr. Rhodes - Present
Mr. Chewning - Absent	Ms. Lawrence - Present	

**AMENDED AGENDA**

Chairman Rhodes stated the Agenda needed to be amended to add a Resolution Authorizing Electronic participation.

Chairman Rhodes made a motion to approve Amending the Agenda, seconded by Mr. Light, the Board unanimously approved the amended agenda by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins - Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver - Aye	Mr. Rhodes - Aye
Mr. Chewning - Absent	Ms. Lawrence - Aye	

**RESOLUTION – ELECTRONIC PARTICIPATION IN MEETINGS**

Upon motion of Mr. Banks, seconded by Ms. Byler, the Board unanimously approved the Resolution by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins - Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver - Aye	Mr. Rhodes - Aye
Mr. Chewning - Absent	Ms. Lawrence - Aye	

Mr. Ham stated the Resolution requires that member to state the location and why the Board member is attending electronically.

Mr. Chewning states he is attending remotely in his home in Harrisonburg, VA due to a medical condition.

\*Note: Mr. Chewning joined the meeting at 3:05 p.m.

### **APPROVAL OF MINUTES**

Upon motion of Ms. Lawrence, seconded by Mr. Banks, the Board unanimously approved the minutes of the Special called meeting, dated June 16, 2021 as presented, by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins - Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver - Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence - Aye	

### **RESOLUTION – SHARON G. FOLEY**

Chairman Rhodes read the draft resolution recognizing the service of Sharon G. Foley which was included in the Board members' packets. Ms. Foley served as the Executive Director of the Authority from November 2009 through July 2021. Chairman Rhodes requested a motion to adopt the resolution as presented.

Upon motion of Ms. Lawrence, seconded by Mr. Light, the Board unanimously approved the resolution as presented by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins - Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver - Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence - Aye	

### **TREASURER'S AND CASH BASIS REPORTS (JUNE AND JULY)**

Ms. Mongold reviewed the Treasurer's Reports for June and July 2021.

The June Treasurer's Report showed that the Authority received income of \$1,977,105 of which \$138,813 was revenue from collection of septage and industrial solids treatment fees and pretreatment cost recovery fees of \$14,586. The Authority also received Virginia Clean Water Revolving Loan Fund (VCWRLF) Series 2020 Bond Requisition #9 for \$301,375. Expenditures for June totaled \$946,429 of which \$407,839 was related to routine O&M expenses. Capital Outlay and Project expenses totaled \$538,590 for the month. Of this amount, payments included \$50,200 to CMC Metal Worx for material and labor to fabricate and install a new pressure tank at the Wellhouse; \$10,920 to Mangrum Consulting for VPDES permit renewal support and FOG receiving station project expenditures; \$12,381 to Raftelis for Executive Search services; \$156,870 to Wiley/Wilson for Electrical Building, Division 1 Blacks Run Interceptor Improvements (BRII) and Garage Addition project expenditures; \$21,719 to Xylem for a repair kit, compression spring, o-rings and unit detector for rebuild of a lift pump at IPS 1; \$67,107 to Highway Motors for 2021 International Truck (Load Lugger); \$275,539 to Garney Companies for BRII project expenditures and \$15,050 to Heyward for a Vaughan Suction Chopper Pump at the Digester. Total cash and investments as of June 30, 2021 totaled \$11,143,280.

The July Treasurer's Report showed that the Authority received income of \$1,645,270 of which \$118,092 was revenue from collection of septage and industrial solids treatment fees and pretreatment cost recovery fees of \$12,457. The Authority also received VCWRLF Series 2020 Bond requisition #10 for \$416,244. Expenditures for July totaled \$1,464,266 of which \$436,487 was related to routine O&M expenses. Capital Outlay and Project expenses totaled \$1,027,779 for the month. Of this amount, payments included \$11,650 to Lloyd Electric for parts and labor to repair a Flygt lift pump at IPS 1; \$37,459 to Prism Contractors for BRII project expenditures; \$97,544 to Wiley/Wilson for Electrical Building 1 Improvements and BRII project expenditures; \$278,231 to Duperon for a Mechanical Bar Screen at IPS 2; \$352,786 to Garney Companies for BRII project expenditures; \$43,843 to Allen Yoho for Electrical Building 1 Improvements and \$175,750 to Industrial Fabricators for IPS 2 Coarse Screening project expenditures. Total cash and investment as of July 31, 2021 totaled \$11,324,285.

Reviewing the July Cash Basis report, Ms. Mongold noted that revenues were approximately 117% of budget. Expenses were approximately 93% of budget. The difference between revenues and expenses was \$140,568.

### **VIRGINIA NUTRIENT CREDIT EXCHANGE REPORT**

Mr. Thomasson presented a summary of the Virginia Nutrient Credit Exchange Report for the 2020 compliance year. There was a large surplus of both Total Nitrogen (TN) and Total Phosphorus (TP) credits available for purchase in the Potomac basin. Projections indicate there will be a large surplus of both TN and TP in the Potomac for many years into the future which will keep prices low.

The Authority received revenue of \$4,200.24 at the end of July 2021 for the 2020 compliance year. Class A prices were \$0.09 and \$0.96 per pound for TN and TP, respectively. The Class B credit sale price for TP was \$0.03 per pound. No compensation was received for the Class B TN credits.

### **PRELIMINARY AUDIT RESULTS – FY 2021**

Mr. Thomasson stated that the FY 2021 financial audit was conducted electronically from August 16-20, 2021 by the Authority's accountant, Robinson, Farmer, Cox Associates (RFCA). He stated that a letter from RFCA was included in the agenda package which outlines the scope of RFCA's responsibilities as auditor.

Revenues: The preliminary financial statement indicated that the Authority received O&M revenues from the member localities totaling \$4,733,953.73. The Authority received \$4,206.40 from the Virginia Nutrient Credit Exchange for compliance year 2019. The Authority received pretreatment revenue of \$164,361.80 and septage and industrial solids treatment revenue of \$1,320,012.13. The revenue from pretreatment, septage, industrial solids and nutrient credit revenue was budgeted at \$545,000. The difference between revenue received over budgeted revenue from other revenue sources was \$943,580.42. In accordance with the Service Contract, this amount is automatically transferred to the Planning and Repair (P&R) account for future capital improvements. The net O&M revenue after transfer of these funds is \$5,278,953.73.

Expenses: The preliminary financial statement indicated actual O&M expenses on a budgetary basis were \$4,639,320. Excess revenues over expenses were \$723,907.73. The O&M reserve is required by the Service Contract to equal two months of the O&M budget for the current year (FY 2022). The Special Reserve account is required by resolution to have a balance of 5% of the O&M budget for the current year (FY 2022). Both accounts have sufficient funds and will not require transfer of excess FY 2021 reserve funds.

Under the Service Contract, excess reserves greater than 10% of budget are to be credited to the member jurisdictions at the percentage share of revenue paid. The amount of revenue over the threshold this year is \$155,544.73. The remainder of the excess revenues over expenses for FY 21 is transferred to the P&R Account.

Mr. Thomasson presented a slide that listed the credit to be received by each member jurisdiction. He recommended that the member credits be applied to the billing statements prepared immediately following approval of the FY 2021 audit which is typically in October.

Upon motion of Mr. Light, seconded by Ms. Lawrence, the Board unanimously voted to deposit excess revenues of \$943,580.42 to the P&R account, to deposit excess revenues over expenses of \$525,203 to the P&R account, and to credit members the month following approval of the audit \$155,544.73 per Mr. Thomasson's recommendations as follows:

Ms. Byler - Aye

Mr. Banks - Aye

Mr. Chewning - Aye

Mr. Collins – Aye

Mr. Driver – Aye

Ms. Lawrence – Aye

Mr. Light - Aye

Mr. Rhodes - Aye

## **OPERATIONS AND PRETREATMENT REPORT (JUNE AND JULY)**

### **- COVID-19 Response**

Ms. Rigglesman provided an update on the Authority's response to the COVID-19 pandemic. There were no confirmed positive cases in June or July of Authority staff. Out of thirty-one HRRSA employees, seventeen are vaccinated against COVID-19.

SARS-CoV-2 testing on the plant influent continues. The testing that is being done for RNA copies/mL of SARS-CoV-2 found in influent wastewater shows the prevalence of the virus which has been shed by infected people. The shedding rate and shedding duration for individuals, both symptomatic and asymptomatic, is still unknown. Mangrum Consulting has taken test data and normalized it by population and graphed with daily cases reported by VDH for Rockingham County and the City of Harrisonburg.

Ms. Rigglesman presented the most recent graph of the test results which includes Pace data from weekly influent sampling and the Biobot data from the recently completed Phase 2 HHS/CDC/NIH study. While no one has been able to establish a definitive correlation between COVID wastewater testing and the number of cases, the sewage concentrations seem to correlate with the rise and fall of confirmed cases.

The Authority has also been accepted into the VDH Sentinel Monitoring Program which starts in September 2021 and includes up to twenty-five WWTPs around the state. Authority staff is continuing to work with VDH representatives to upload North River WWTF's SARS data into a usable CDC format.

- Operations Report

Ms. Rigglesman reviewed the Operations Report for June and July 2021. The average effluent flow for June was 11.48 MGD with a maximum average daily flow of 15.90 MGD. The average effluent flow for July was 10.40 MGD with a maximum average daily flow of 13.40 MGD.

For June, the average monthly concentration for Total Phosphorus (TP) was 0.16 mg/L. The average monthly concentration for Total Nitrogen (TN) for June was 2.51 mg/L. For July, the average monthly concentration for Total Phosphorus (TP) was 0.26 mg/L. The average monthly concentration for Total Nitrogen (TN) for July was 3.36 mg/L.

The 2021 annual average concentration for TP through July 2021 was 0.15 mg/L compared to the annual average limit of 0.28 mg/L. The annual average concentration for TN through July 2021 was 2.61 mg/L compared to the limit of 3.8 mg/L.

Ms. Rigglesman stated there were 23 tons of dewatered biosolids hauled and land applied in May 2021 plus 16 tons of Class A biosolids were distributed and 198 tons of Class A biosolids were hauled to the landfill to use as daily cover. In June, 105 tons of dewatered biosolids were hauled and land applied, 405 tons of Class A biosolids were distributed and 48 tons of Class A biosolids were used as daily landfill cover. The FY 2021 totals through June 2021 were 128 tons of liquid biosolids hauled and land applied, 323 tons of dewatered biosolids hauled and land applied, 897 tons of Class A biosolids distributed by GREN, and 1,602 tons of Class A biosolids used as landfill cover.

- Pretreatment Cost Recovery Fees and Notices of Violation (NOVs)

Ms. Rigglesman reported that four industrial users (Kerry, George's, SVO, and WhiteWave) were assessed pretreatment cost recovery fees for May 2021 totaling \$18,222.83. For June 2021, three industrial users (Kerry, George's, and SVO) were assessed pretreatment cost recovery fees totaling \$13,243.76.

Ms. Rigglesman stated two industrial users were issued NOVs for permit violations in May 2021. An NOV was issued to Kerry for seven BOD5, six TSS, and ten TKN violations plus monthly average limit violations for BOD5 and TSS. An NOV was issued to George's for one BOD5, one TSS, and two Total Phosphorus violations.

For June 2021, two industrial users were issued NOVs for permit violations. An NOV was issued to Kerry for three BOD5, three TSS, and nine TKN violations plus monthly average limit violation for BOD5. Also, George's was issued an NOV for one Total Phosphorus violation.

- Streamlining Review – ORR

Ms. Rigglesman provided an update on the streamlining review of the Authority's Operating Rules and Regulations (ORR). DEQ accepted the Authority's proposed changes based on EPA's Streamlining Regulation. The Authority's Board voted at the June 7, 2021 meeting to adopt the changes with an effective date of September 1, 2021. The draft ORR was sent to each locality representative and each member jurisdiction took the necessary steps to adopt the streamlining revisions and incorporate them into their sewer ordinance by the effective date.

- Pretreatment Update

Ms. Rigglesman provided an update on recent pretreatment events. Authority staff continues to work on the consent order for Kerry. The completion date for the Kerry project has been extended from the end of 2021 to mid-February 2022.

Ms. Rigglesman provided an update on the draft permit for the new Organic Plant, LLC packaging facility on Acorn Drive in Harrisonburg which will take processed chickens from the SVO plant. The draft permit was sent to the industry on July 27, 2021. The Authority received comments on the draft from Ashley Hart with Wharton, Aldhizer & Weaver on August 11, 2021. A response to comments letter was sent to Organic Plant, LLC's attorney on August 24, 2021. The response included a request for engineering documents that demonstrate the proposed treatment will meet the permit limitations and are signed by a Virginia professional engineer.

With the revised ORR becoming effective on September 1, 2021, Authority staff has updated the permit boilerplate. Four draft industrial renewal permits are ready to go out this week and the remaining draft renewals should go out for review by mid-September 2021. Ms. Rigglesman stated that staggered permit terms of three, four, and five years will be utilized so that all future renewals do not occur at the same time.

Ms. Rigglesman added that DEQ has requested files for five significant industrial users in order to perform a "Desktop" pretreatment audit. The files will be gathered and sent to DEQ so that the audit can be completed by the end of September 2021.

- Sanitary Sewer Overflows (SSOs)

Ms. Rigglesman provided an update on two recent SSOs. On July 18, 2021, an SSO was caused by a leak in the underside of the ductile iron force main located along Mountain View Drive in Bridgewater. The leak was originally thought to be a water main break. After a Bridgewater maintenance crew cut through the asphalt and determined the leak was wastewater, Megan Byler, the town's director of public works contacted the Authority. Harvey Morris and Robert Hevener coordinated the response and conferred with Mike Collins, the Harrisonburg public utilities director. The City took the lead in the repair due to the manpower and parts available. Houff's Corporation hauled tanker loads of wastewater during the repair to prevent an SSO at the Bridgewater pump station and a vacuum truck from Bradford Morris Excavating was

utilized to vacuum up wastewater in the excavation pit and pools in the ditch nearby. Lime was generously applied and the volume of the discharge was estimated to be 10,000 gallons.

The second SSO occurred at manhole 11 (MH11) on August 20, 2021. This overflow was located in the Lower Cook's Creek Interceptor and was caused by rainfall and an influent pump variable frequency drive (VFD) failure. Since the VFD replacement could not be done quickly, the influent flow was allowed to enter IPS2 which was undergoing a screen replacement project. Lime was applied to the area around MH11 once the flooding receded.

## **PROJECT UPDATES**

Mr. Thomasson reviewed several projects with the Board.

- Blacks Run Interceptor Project – Division 1B.

A substantial completion inspection was performed on the Blacks Run Interceptor Improvements Division 1B project on August 24, 2021. A punch list was given to Garney, the Division 1B contractor, which included cleanup of City of Harrisonburg, CP&P, Sentara, and George's Foods properties and some minor issues inside the manholes. The next phase of the project will include project close out paperwork with VDEQ / VRA.

- IPS No. 2 Coarse Screening System

The project consists of replacing the existing bar screen and clam-shell rake with a multi-rake coarse screen with design peak flow of 40 MGD. The Duperon coarse screen and screw conveyor have been installed. Authority staff are running the electric and controls. Fit Tight is measuring the conveyor for the heat blanket. The Authority is waiting for two explosion proof parts on the conveyor system. The conveyor was manufactured by another company and did not have explosion proof parts which are a requirement of the SCAT Regulations. Startup is tentatively scheduled for the week of September 20<sup>th</sup>. Much of the electrical wiring will be completed later this week.

- Electrical Gear Replacement Building 1

Electrical Building 1 contains the motor control centers (MCCs) for much of the front of the plant including the primary clarifiers, grit removal, coarse screen, and several mixers in the bioreactors. The new electrical gear / MCCs have been received. Allen Yoho Electric, Inc. (Yoho), the installation contractor, has installed the duct bank and the MCC and HVAC pads. Yoho and Authority staff have been coordinating on the plan to transfer electrical loads. The main issue has been the connection of the new electrical equipment to the existing transformers.

Mr. Thomasson showed a picture of the existing transformers at Electrical Building 1 and a picture of the transformers at the Blower Building. New blowers and electrical gear were installed several years ago and a contractor side-tapped the existing transformers at the Blower Building. The Authority had planned for Yoho to side-tap the transformers at Electric Building

1. The Authority owns the transformers and maintains a service agreement with SVEC. SVEC maintains the transformers and are responsible for having a replacement in inventory in rare occasion that one is blown. They must replace within 8 – 10 hours. SVEC has brought up concerns with side tapping the existing transformers. Previously, SVEC staff were aware of the side-tapped transformers at the Blower Building, however, SVEC staff has changed. If we side-tap the transformers SVEC would like an agreement with the Authority which states we are responsible for side tapping the replacement transformer. They cannot guarantee that they will have a replacement transformer in stock that can accommodate the hole in the side of the transformer and the lead-time on a special-order transformer may take several months. Although we have two transformers on separate electrical legs, Mr. Thomasson stated that he did not like the agreement as stated although it would be extremely unlikely that we would lose both transformers over a short period.

The Authority, Wiley/Wilson, SVEC, and Yoho staff are exploring the costs of bottom entry of the transformers. The Executive Director is limited to the contingency line-item for the project in question or an increase of no more than 4% of the contract price. Since the project is around \$200,000, a change order to enter the transformer from the bottom is likely to exceed 4% and no contingency in the contract exists.

Mr. Thomasson recommended the Board authorize the Executive Director to issue a change order not to exceed \$40,000 to Allen Yoho Electric, Inc. to connect the new electrical gear to the existing transformers via a bottom entry.

Upon motion of Mr. Collins, seconded by Mr. Light, the Board unanimously voted to authorize the Executive Director to issue a change order not to exceed \$40,000 to Allen Yoho Electric, Inc. for the Electrical Gear Replacement project as follows:

Ms. Byler - Aye	Mr. Collins – Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver – Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence – Aye	

- Maintenance Garage & Equipment Storage Canopy

Mr. Thomasson stated that the Authority issued an invitation to bid on June 21, 2021 to construct the maintenance garage and equipment storage canopy. A non-mandatory pre-bid meeting was held on July 6, 2021 and the bids closed on July 29, 2021. Three bids were received on the project. J.E.T. Group bid \$662,500, Lantz Construction bid \$561,800 and Harman Construction bid \$674,343. Lantz Construction was the lowest responsive and responsible bidder.

Ms. Lawrence asked how much was budgeted for the project. Mr. Thomasson stated that he believed the budget was around \$450,000 and that he would need to amend the capital improvement plan to modify the budget. However, no additional appropriations from the member localities would be requested.

Upon motion of Mr. Light, seconded by Mr. Banks, the Board unanimously approved to authorize the Executive Director to issue a contract to Lantz Construction to construct the



Maintenance Garage and Equipment Storage Canopy in the amount of \$561,800 as presented by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins – Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver – Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence – Aye	

### **OTHER BUSINESS**

- Nominating Committee for Board Officers 2021 - 2022

Mr. Thomasson stated that all Board Officers' terms expire next month and that the existing Board Officers may be reappointed for another year. Mr. Rhodes indicated that he had checked with the existing officers and they were willing to serve another term. Mr. Rhodes asked if anyone objected. Since no one objected and no new nominations were made, Mr. Rhodes stated the existing board officers would be reappointed at the next meeting.

- 2021 - 2022 Board Meeting Schedule

Mr. Thomasson reviewed tentative dates for the 2021 - 2022 board meetings. The proposed schedule is similar to this year's schedule and includes a recommendation to cancel the October 4, 2021, January 3, 2022, July 3, 2022 and October 3, 2022 regular meetings.

Upon motion of Ms. Lawrence, seconded by Ms. Byler, the Board unanimously approved the meeting dates for 2021 – 2022 as recommended by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins – Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver – Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence - Aye	

### **APPOINTMENT OF FOIA OFFICER**

Mr. Thomasson stated that Section 2.2-3704.2 of the Code of Virginia requires local public bodies to publicly identify one or more FOIA Officers as points of contact for the public. Ms. Foley was one of our FOIA officers. Mr. Thomasson recommended the Board appoint himself as a FOIA Officer. He indicated that the other FOIA Officer is Kim Cekada.

Upon motion of Mr. Light, seconded by Ms. Lawrence, the Board unanimously approved that Mr. Thomasson become a FOIA Officer for the Authority and acknowledged that Ms. Kim Cekada was the other officer as recommended by roll call vote as follows:

Ms. Byler - Aye	Mr. Collins – Aye	Mr. Light - Aye
Mr. Banks - Aye	Mr. Driver – Aye	Mr. Rhodes - Aye
Mr. Chewning - Aye	Ms. Lawrence - Aye	

**NEXT MEETING DATE**

Chairman Rhodes set the Annual and regular monthly meeting for Monday, September 27, 2021 at 3:00 p.m.

**ADJOURNMENT**

Upon motion of Mr. Light, seconded by Mr. Banks, the Board unanimously voted to adjourn the meeting.

---

M. W. Light, Secretary-Treasurer

Attachment