

**HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY
MINUTES**

April 4, 2022

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

ABSENT: A. Banks

CALL TO ORDER

Chairman Rhodes called the regular monthly meeting to order at 3:02 p.m.

Members present were verified by roll call vote as follows:

Mr. Banks - Absent	Mr. Collins - Present	Mr. Rhodes - Present
Ms. Byler - Present	Mr. Light - Present	Mr. Stevens - Present
Mr. Chewning - Present	Mr. Meek - Present	

APPROVAL OF MINUTES

Upon motion of Mr. Collins, seconded by Ms. Byler, the Board approved the minutes, dated March 7, 2022 as presented, by roll call vote as follows:

Mr. Bank - Absent	Mr. Collins - Aye	Mr. Rhodes - Aye
Ms. Byler - Aye	Mr. Light - Aye	Mr. Stevens - Aye
Mr. Chewning - Aye	Mr. Meek - Aye	

TREASURER'S AND CASH BASIS REPORTS (MARCH)

Ms. Berry reviewed the Treasurer's Report for March 2022.

The March Treasurer's Report showed that the Authority received income of \$1,358,091 of which \$83,596 was revenue from the collection of septage and industrial solids treatment fees and pretreatment cost recovery fees of \$148,349. Expenditures for March totaled \$3,272,826 of which \$452,279 was related to routine O&M expenses. Capital Outlay and Project expenses totaled \$273,280 for the month. Of this amount, payments included \$14,370 to Advanced Network Systems for an upgrade to the telephone system; \$40,851 to Capital Electric for Electrical gear replacement project expenditures, materials for the garage addition and a Square D disconnect for the HVAC improvements project; \$5,645 to CMC Metal Worx for material and labor to lower the overflow weir at IPS 2 and repair of a roller shaft for GBT; \$187,294 to Lantz Construction for Garage addition project expenditures; \$4,544 to Riddleberger Brothers for digester basement air vents; \$4,382 to Hajoca for fire hydrants and \$6,284 to Wiley/Wilson for

BRII, Garage Addition, Electrical Gear Replacement and Bridgewater Pump Station improvements project expenditures. There was also an interest payment of \$104,478 for the 2020 Series Bond, a principal and interest payment of \$339,637 for the 2017 Series Bond and a principal and interest payment of \$2,100,402 for the 2007 and 2008B Series Bonds. Total cash and investments as of March 31, 2022 totaled \$9,323,700.

Reviewing the March Cash Basis report, Ms. Berry noted that revenues were approximately 115% of budget. Expenses were approximately 89% of budget. The difference between revenues and expenses was approximately \$1,233,751.

PRELIMINARY FY 2023 BUDGET AND FY 2023-2027 CAPITAL IMPROVEMENT PLAN

Mr. Thomasson provided a review of the draft FY 2023 preliminary budget, draft Capital Improvement Plan (CIP) for FY 2023-2027, and the FY 2023 preliminary locality funding.

Mr. Thomasson began with the FY 2023 preliminary locality funding. Overall, the total locality funding is projected to be a 3.65% increase. The O&M increase is 4.94% and the construction increase is 20.24%. The locality funding provided was based on actual flow readings from the localities as of March 16, 2022.

The total O&M expense increase is projected to be 9.04%. The major components of the O&M expense increase are power, sewage treatment chemicals, biosolids chemicals, and salaries which have been increased 18%, 18%, 25%, and 5.9%, respectively. The salary budget included the adjustments approved in the March 7, 2022 Board meeting and maintains funding for the Engineering Manager and Asset Manager positions. Mr. Thomasson mentioned that with the FY 2023 budget approval he would like to announce a \$2,000 one-time retention bonus in June to all HRRSA employees on payroll on December 15, 2022 including part timers.

Mr. Thomasson mentioned that he increased the other revenue projections to lessen the O&M increase on the locality funding. Septage collections was increased from \$100,000 to \$150,000 from FY 2022 to FY 2023 and industrial waste revenue was increased from \$370,000 to \$500,000 from FY 2022 to FY 2023.

Mr. Thomasson indicated that the two proposed major construction projects for FY 2023 are the Bridgewater pump station improvements and electrical gear replacements inside the plant. Mr. Thomasson mentioned that the Engineering Committee met after the March 7, 2022 Board meeting and reviewed the five-year CIP. Mr. Thomasson provided a brief summary of the FY 2023-2027 CIP and capital outlay plan which was presented to the Engineering Committee.

Upon motion of Mr. Light, seconded by Mr. Meek the Board unanimously approved the distribution of the draft budget and Capital Improvement Plan to the localities with comments being due by April 29, 2022 by roll call vote as follows:

Mr. Bank - Absent	Mr. Collins - Aye	Mr. Rhodes - Aye
Ms. Byler - Aye	Mr. Light - Aye	Mr. Stevens - Aye
Mr. Chewning - Aye	Mr. Meek - Aye	

OPERATIONS AND PRETREATMENT REPORT (MARCH)

- COVID-19 Response

Ms. Riggleman provided an update on the Authority's response to the COVID-19 pandemic. There were no new confirmed positive cases of Authority staff in March 2022. Out of thirty-one HRRSA employees, eighteen 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. Riggleman presented the most recent graph of the test results which includes weekly Pace data, the Biobot data from the recently completed Phase 2 HHS/CDC/NIH study, and Biobot data from weekly influent sampling. 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 continues with the VDH Sentinel Monitoring Program which started in September 2021 and includes twenty-five WWTPs around the state. Authority staff continues to work with VDH representatives to upload North River WWTF's SARS data into a usable CDC format. VDH will soon have a Dashboard on their website which will include data from the WWTPs in the Sentinel Monitoring Program. On February 2, 2022, CDC's COVID Data Tracker released a Wastewater Surveillance tab which tracks SARS-CoV-2 levels in sewage at more than 400 testing sites across the country. Data is now available for download.

Mr. Chewning asked why the CDC site was not showing any data for our facility. Ms. Riggleman replied that she would try to find out when our data will be on the site.

- Operations Report

Ms. Riggleman reviewed the Operations Report for March 2022. The average effluent flow for March was 12.49 MGD with a maximum average daily flow of 15.19 MGD.

For March, the average monthly concentration for total phosphorus (TP) was 0.06 mg/L. The estimated average monthly concentration for total nitrogen (TN) for March 2022 was 4.04 mg/L.

The 2022 annual average concentration for TP through March 2022 was 0.11 mg/L compared to the annual average limit of 0.28 mg/L. The annual average concentration for TN through March 2022 is estimated to be 4.19 mg/L compared to the limit of 3.7 mg/L.

Ms. Riggleman stated there were no Class A or Class B dewatered biosolids hauled in February 2022. No liquid biosolids were hauled during the month. The FY 2022 totals through February 2022 remain the same at 2,379 tons of total biosolids hauled with 264 tons of Class A biosolids distributed by GREN and 1,891 tons of Class A biosolids hauled to the landfill for daily cover.

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

Ms. Riggleman reported that three industrial users (Kerry, George's, and WhiteWave) were assessed pretreatment cost recovery fees for January 2022 totaling \$37,202.25. Authority staff are still evaluating the 90-day compliance period for the new Organic Plant so no recovery fees have been assessed at this time.

Ms. Riggleman stated three industrial users were issued NOVs for permit violations in January 2022 with an NOV issued to Kerry for 4 BOD5, 7 TSS, 1 TP, and 7 TKN violations; an NOV issued to George's for 1 BOD5, and an NOV issued to WhiteWave for 1 TSS.

- Pretreatment Updates

Ms. Riggleman provided an update on the upgrades to Kerry's pretreatment system. The new barrel screen and primary DAF unit are working well. The MBBR towers, radar level sensor, and the secondary DAF are slated to be operational by the end of May 2022. The only remaining piece after that is the aeration basins which need to be drained, cleaned, and new aeration equipment installed.

George's Foods had an unanticipated bypass for under two hours on March 25, 2022 due to a power outage near the pretreatment plant.

PROJECT UPDATES

Mr. Thomasson reviewed the garage and storage canopy construction project with the Board. Lantz has poured the footers and floors for both buildings. The garage is being erected. The project should be complete around June.

SEPTAGE FEE EVALUATION

Mr. Thomasson provided a septage fee evaluation memo in the Board agenda package and reviewed the evaluation. The Board approved the current rates in 2002. The Authority's current rates are in line with other localities' rates. Based on the volumes currently received, a significant increase in the rates would not generate a significant increase in income. However, a

significant increase in rates could lead to improper disposal of septage. Increasing out-of-county septage rates could also incentivize haulers to claim more septage loads that are generated out-of-county were actually generated in county at the unmanned septage station. Revenue appears to easily cover costs. Mr. Thomasson recommended the Board revisit the issue at a later date.

OTHER BUSINESS

Mr. Thomasson mentioned that the current Board member appointed terms expire July 14, 2022. The members and their alternates are appointed by the member jurisdiction governing body to four-year terms. All members and their alternates must be appointed for the next term which begins on July 15, 2022.

NEXT MEETING DATE

Chairman Rhodes set the regular monthly meeting for Monday, May 2, 2022, at 3:00 p.m.

ADJOURNMENT

Upon motion of Mr. Light, seconded by Mr. Chewning, the Board unanimously voted to adjourn the meeting by roll call vote as follows:

Mr. Bank - Absent
Ms. Byler - Aye
Mr. Chewning - Aye

Mr. Collins - Aye
Mr. Light - Aye
Mr. Meek - Aye

Mr. Rhodes - Aye
Mr. Stevens - Aye

M. W. Light, Secretary-Treasurer