METROPOLITAN LYNCHBURG MOORE

UTILITY DEPARTMENT

BOARD MEETING

July 13, 2021

The Metro Utility Board meeting scheduled for July 13, 2021, at 6:06 P.M. was called to order by Keith Moses, Chairperson. Member’s present were: Shane Taylor, Keith Moses, Barry Posluszny, Will Shavers, Mayor Bonnie Lewis, Brooke Fanning and Russell Sells.

Motion was made by Shane Taylor and seconded by Barry Posluszny to approve the minutes of the June 8, 2021, meeting. Motion carried 5-0.

Visitors: Travis Wilson, David Kiefer and Saylor Wilson of LJA Engineering, and Tabitha Moore, *The Lynchburg Times*

Engineers’ Reports – Travis Wilson updated the board on the progress of the TDOT highway 55 relocation project. He informed them that the “B” date is August 4th for final design submissions. Hitting the deadlines for submission on this project ensures that Metro Utility will be reimbursed 100 % of the costs associated with the project.

Mr. Wilson also issued an update for the $2.1 million dollars SRF (State Revolving Loan Fund) submittal. TDEC has all the documents and has completed their review. TDEC has sent the documents to State Revolving Fund for a 30-day environmental review. After these reviews the documents will then be recommended to the TLDA board for loan consideration. Once the loan has been approved the Metro Utility will enter a contract for the loan with SRF.

Code of Ethics Policy Review: Brooke Fanning presented the board with the Code of Ethics Policy. Keith Moses offered some editorial corrections, and a motion was made by Shane Taylor and seconded by Will Shavers to accept the editorial corrections to the document. Motion passed 5-0.

Internal Control Manual: Brooke Fanning presented the Internal Control Manual for the board’s review. A motion was made by Will Shavers and seconded by Shane Taylor to accept the document as presented. Motion carried 5-0.

Transfer of funds: Brooke Fanning presented the board with $132, 117.01 of engineering invoices for payment to LJA Engineering. Mrs. Fanning asked to board to decide from where they wished to get the funds to pay these invoices. The board decided to transfer the money from the Moore County Bank savings account to the Farmer’s Bank checking account to pay the invoices. A roll call vote was taken: Barry Posluszny- Yes, Mayor Bonnie Lewis – Yes, Will Shavers – Yes, Shane Taylor- Yes, Keith Moses- Yes. Motion passed 5-0.

Manager’s Report: Mr. Russell Sells introduced David Kiefer with LJA Engineering. Mr. Kiefer presented a Summary of Results from the Water Hydraulic Study that his firm has been conducting. After the presentation Mr. Kiefer entertained questions from the board. At the August meeting the board will begin exploring funds options in preparation of this project’s implementation.

Mr. Sells reported that he has been exploring options to present the board concerning a fee schedule for the enforcement of collecting monies due to utility property damage by homeowners. Mr. Sells suggested either a flat rate or itemized billing for the different components of property maintenance. After a discussion the board decided, they would prefer to see a policy with itemized charges being implemented by utility for damages. Mr. Sells explained he would have a policy for their review and consideration at next month’s meeting.

Mr. Sells informed the board that the PLC cabinets at the Water Treatment Plant and the Raw Water Intake have been installed completely and meet current cyber security minimums.

Mr. Sells explained that the state mandated tank inspections have been completed along with any required tank cleanings performed. All tanks passed inspection. Dickey Tank shows a large scale of deterioration and by 2026 the utility will need to have it recoated.

Mr. Sells noted that he was researching several different filtration systems that could potentially increase water plant production capacity. He is hoping to have more detailed information for the board’s consideration at an upcoming meeting.

Mr. Sells updated the board about the June water loss being 42%.

Mr. Sells asked the board to consider any options for the MC EMA to save money on sewer charges. The state requires that ambulances be kept at a high standard of sanitation, and they use a lot of water for cleaning. The new sewer rates are causing them a problem with their budget. The board decided they would consider the matter and discuss it in more depth at next month’s meeting.

Motion was made by Shane Taylor, and seconded by Will Shavers, to adjourn. Meeting adjourned at 7:30 PM. Motion passed 5-0.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Keith Moses, Chairperson