

YADKIN VALLEY SEWER AUTHORITY BOARD MEETING MINUTES
Tuesday, October 17, 2017, 8:30 a.m.
YVSA Operations Center

THOSE PRESENT

Directors: Chairman Wayne Moore; Vice-Chair J. L. Lowe, Jr.; Director Rheajeane Bengé; Director Woody Faulk; Director Anita Darnell (came in at 8:35 am)

Staff: Executive Director Nicole Johnston; Administrative Assistant Susan White; Office Assistant Nikki Hembree; Collections Supervisor/ORC Alvin Hayes

Also Present: Hal Transou of Suez; Gary Stainback of Suez; Attorney James Freeman; Benjie Thomas of West Consultants; Secretary/Treasurer John W. Holcomb;

WELCOME

Chairman Wayne Moore welcomed everyone and called the meeting to order with a quorum of three (4) directors present at 8:31 a.m.

I. PUBLIC COMMENT PERIOD

Chairman Moore opened the public comment period for the meeting. Hearing none, Chairman Moore closed the public comment period.

II. Action Items / Updates from Staff

1. Tab A - YVSA By Laws Discussion – Nicole Johnston

- July was inserted as that would be the 1st meeting of the new fiscal year. If there isn't a meeting in July for some reason, then August or September or whichever meeting occurs 1st after July 1st, would be the meeting officer would be elected.
- Discussed that there should be elections for both Chairman and Vice Chairman and Secretary/Treasurer at the first meeting of the fiscal year.
- Discussed changing the Secretary/Treasurer from John Holcomb to either Susan White or Nikki Hembree. That question would be for the Board. The minutes could be separated or they don't have to be.

2. Tab B - Financial Discussion – Debt Ratio for Current and Future Projects – John Holcomb

- Currently there are (8) debts, the total debt for FY2018 is \$429,375.
- In 2028 the YVSA Operations Center will be paid off.
- Memorial Park PS is the oldest PS, and YVSA's first debt, it will be paid off in 2022.
- Miscellaneous equipment is at 2.09% it drops off in FY2021.
- Apply the amount not withdrawn to add to debt payment.
- Southwest Elkin Outfall Rehab is a 20-year loan at 0% interest for \$687,544 and will be paid off by May 1, 2035.
- PS Rehab Project \$562,955 will be paid off in May 1, 2036.

- General Obligation on Sewer Debt to Jonesville is a \$1 million-dollar debt and is a 40-year loan and is now at 17 years at 3.19% interest, and will be paid off in FY30'.
- WWTP Improvements Project is \$1,275,000 for 20 years with a 4.07% interest rate and refinanced to 2.95%. WWTP will be paid off in October 2029.
- Refinancing has saved about \$1 million dollars and has also reduced the terms for payments.
- The existing debt drops off in FY2022.
- **Future Debt: 2015 WWTP-** 1st debt in FY2019 is \$89,205 for 20 years at 0% interest.
- **2017 Collections System Rehab Project-** A 20-year loan with 0% interest at \$661,375. Last Payment will be May 1, 2039.
- **2017 WWTP-** A 20-year loan with 0 % interest at \$483,000, the 1st payment will be made in 2020.
- As for FY2018 assumed debt is about \$429,375.
- As for FY2022 two (2) debts will drop off.

3. Tab C- Discussion of Current YVSA Projects - Benjie Thomas-

A. 2015 WWTP Improvements Project:

- Replace 1988 35' clarifier with a 58' clarifier
- Replace 1958 Lab Building
- Rehabilitate the headworks (replace mechanical screen)
- Rehabilitate approximately 2,150 feet of 18" effluent line.
- Other miscellaneous rehab improvements are: decant pump station, aeration control, and doors.
- The purpose of rehabbing this is for a safe and sufficient work area for operations staff, a better control of effluent quality or (clarity) as well as prevention of spills from the effluent line (occurred in 2010).
- ❖ **The Effluent Line Rehabilitation:** Steam is used to activate the resin in the new pipe lining or the (Cured -in-Place Pipe or CIPP). Insituform is the contractor working on this project, and the work has extended from the WWTP to NC 268 (only certain segments). The contract price is \$181,071, and the work is complete, but CCTV may reveal need to add more segments of the CIPP.
- ❖ **2015 Improvements Project:** The Contractor is Gilbert Engineering of Statesville. The contract price is currently \$1,850,769. The completion date is September 10, 2018. A new clarifier is being built and they've poured the floor and wall construction part of it.
- ❖ **Weyerhaeuser Connection to YVSA System (Surry County Project):** This project costs about \$1,155,851 YVSA received \$300,000 from ARC(grant). YVSA also received \$524,680 from DOC-IDF (grant as well). \$200,000 from Golden Leaf (grant) and \$131,171 from Surry County. Pipe price increases may affect cost. It is one pump station near Weyerhaeuser mill and 11,700 feet of force main. The purpose is to provide an alternative wastewater disposal method (Weyerhaeuser

currently using spray irrigation). The schedule for construction is supposed to be in October 2017 and supposed to finish in October 2018. The process of starting construction is being delayed due to insignificant data. There is a retention of 134 jobs at the OSB mill by keeping the mill competitive with other mills across the country.

Tab C- Discussion of Current YVSA Projects – Benjie Thomas-

B. PGW Downstream Improvements Project Add-ons:

- The PGW project is substantially complete. There are several items to be addressed and now will be with the receipt of the EDA/ARC funds, such as:
- Replace the pump bases and discharge pipes at Candlewyck Pump station where leakage occurs.
- Address erosion at the driveway to Dutchman Creek #2 pump station, and improve access to grinder for maintenance.
- To also repair yards affected by the outfall replacement.
- Identify and repair more I/I sources that are tributary to Dutchman Creek #2 pump station.
- Even to discuss the meter accuracy issue.
- There is a total of \$130,935 available funds (that includes the local match).

4. Tab C- Capital Improvements Plan (CIPP) Discussion- Benjie/ Nicole

A. New Projects funded and in design phase:

a) 2017 WWTP Improvements Project:

- Rehabilitate concrete structures and improve access to digester mixers.
- Rehabilitate Sludge drying beds
- Effluent Line Stream Erosion
- Replace WAS pumps
- Estimated cost is \$966,000 (50% principal forgiveness)
- Start construction on or before February 4, 2019
- Estimated complete construction around February 4, 2020.

b) 2017 Collections System Rehabilitation Project

- Repair or rehabilitation of 191 smoke test defect sources
- Repair or rehabilitation of gravity main defects: Estimated 2,300 LF of 4" and 6" Orangeburg pipe, 15 Spot repairs, 18,300 LF of 8" CIPP and 3,000 LF of 12" CIPP.
- Replace 4,800 LF of 12" VCP with 12" PVC and 12 Manholes (Jonesville Yadkin River outfall).
- Improve the Elkin Yadkin River 21" Outfall by raising the rims of 10 manholes and replacing the aerial segment (approximately 50 feet of concrete pipe.)
- \$2,645,500 is the estimated cost (75% grant)
- Start construction on or before February 4, 2019
- Estimated completed construction is February 4, 2020.
- Jaamco to start this month with CCTV and cleaning work.

- 55,000 LF of 6", 8" and 12" line to be assessed
- Results will help determine where to replace or rehab lines.

B. Upcoming Applications Submitted to NCDEQ as of 9/29:

a) High Priority Areas Collections System Assessment Project:

(\$150,000 grant requested) Complete Approximately 75,810 LF of Smoke Test Inspections.

- Complete Approximately 350 Manhole Inspections
- Complete Approximately 34,910 LF of 8" Gravity Line CCTV Inspections and Cleaning.
- Verify if the True textile plant is connected to the YVSA collection system.
- Correct the Elkin mapping within the project area and update the YVSA GIS.

b) 2018 Pump Station Rehabilitation Project (\$1,509,090 requested, best case 75% grant) Fox Hall PS- Rehabilitation

- Fox Hall PS- Rehabilitation
- PVH PS- Rehabilitation
- Hampton Inn PS- Rehabilitation
- Shore St PS- Elimination
- Dutchman Creek PS – Elimination
- Osborne St PS Force Main- Partial Replacement
- Regional PS- Repair/ Support Settling Equipment
- Eliminate Shore Street PS
- Eliminate Dutchman Creek PS
- Make Force main to Gravity

c) 2018 Collection System Rehabilitation Project (\$1,615,774 requested, best case 75% grant)

- N. Bridge Street Gravity Sewer Rehab
- First Baptist church crushed VCP-Replace
- Replace Orangeburg pipe in Jonesville]
- SW Elkin Follow-Up Items
- Wet Well Repair and Pipe Replacement (Forest Hills PS)

C. Items from CIP which funding has not been applied for:

- a) River Road PS- Increase Capacity
- b) Flow Metering (each Town)

5. Tab D – Weyerhaeuser Update- Gary Stainback-

A meeting/conference was held on September 20, 2017 between YVSA, Suez, West Consultants, Weyerhaeuser, and ProChem to discuss the most recent pilot test results and upcoming activities regarding the Weyerhaeuser to complete the following:

1. Confirm that the pilot treatment strategy for cyanide is repeatable through six (6) additional pilot test runs utilizing the engineer's test protocols.
2. Adjust the protocol to include the required amount of recycle through the B-Pro System, hydrogen peroxide feed and UV treatment.
3. Confirm what changes this strategy will require in the construction design and full-scale operation.
4. Confirm that multiple recycles of the wastestream are sustainable for a day to day operations.
5. Submit the six (6) additional cyanide results to the YVSA for review.
6. Successful confirmation of cyanide reduction will depend on all six (6) cyanide results being compliant with the concentration level of 0.015 mg/l.

- **On October 4, 2017**- Dennis Atkinson the Environmental Manager of Weyerhaeuser contacted Gary Stainback to confirm the ongoing pilot testing and communicate his schedule for that week if there were any questions.

- **On October 10, 2017**- Dennis Atkinson of Weyerhaeuser emailed Gary the contents of the pretreatment permit request package that he was preparing to submit to the YVSA. Weyerhaeuser indicated that they would be providing the YVSA a hard copy with a cover letter. The contents of the email included:

1. Pilot Testing/Analytical Results Summary
2. Pretreatment Drawings
3. Stormwater Prevention Plan and Spill Control Plan
4. Emergency Spill Response Standard Operating Procedure
5. Pretreatment Overview Diagram
6. ProChem Pilot Testing Summary
7. Copies of Commercial Laboratory Certificates of Analysis
8. Safety Data Sheets for on-site chemicals used in process.
9. Industrial User Wastewater Survey and Discharge Permit Application.

The information provided included the six (6) cyanide sample results from the most recent pilot testing. The samples were all collected on 10/2/17 and all results were at a concentration of BRL except for one analysis on Batch 11 would yielded a concentration of total cyanide of 0.0064mg/l.

Remaining Activities:

1. Provide thorough review of the Weyerhaeuser Application Information.
2. Upon arrival, YVSA can develop the draft Industrial User Permit.
3. YVSA will provide a draft permit to Weyerhaeuser for their review and comments.
4. YVSA should perform an Industrial Pretreatment Inspection of the Weyerhaeuser Production Process and existing pretreatment system to serve as a base line inspection and to be included in the information submitted to the state.
5. Upon state approval, issue the IUP to Weyerhaeuser.
6. Ability to delegate and change permit.

6. Tab E - Personnel Policy Changes – Susan White

YVSA started in 2010, and the Personnel Policy was adopted On August 13, 2007. It has not been reviewed or updated since. It is well over due. Key items that will be addressed are as follows:

1. It will be updated specifically for the Sewer Authority.
2. Changes will be made to the Recruitment and Selection Article. Probationary period benefits will be reviewed.
3. Starting Salary and Use of Salary Ranges will be evaluated.
4. Changes will be made in the Separation, Disciplinary Action, and Reinstatement portion, specifically under Section 4 – Discipline and Dismissal, and to the Employee Warning Notice.
5. Sections under The Pay Plan Article will be updated.
6. Definitions, such as immediately family, for purposes of payroll will be evaluated.
7. Job descriptions for current and future positions will be updated.

7. Tab F – FOG Ordinance Changes Underway- Nicole / Alvin

FOG Ordinance Proposed Changes:

1. Need to update Sewer Use Ordinance (SUO) to include more comprehensive updates for the FOG Program as described in Section 14 – Fats, Oils, and Grease Control. Executive Director Nicole Johnston will be working with staff to “beef up” or better our existing program to offer further protection for the Collections System and WWTP.
2. Plan to offer more awareness for the public via festivals, literature, etc.

3. We are going to be working on updating the YVSA website to provide more insight for residential customers about fats, oils, and grease, and how to properly dispose of them.
4. We would also like to go to Car washes, factories, animal labs, residents etc.
5. Plan to have a list of things to do at home for grease.
6. Plan to have all languages of flyers as well.

III. Board of Director's Comments

- Chairman Moore asked the Board for further comments
- Director Woody Faulk gave YVSA staff and the Board of Directors a huge "Thank you" for being patient with him trying to learn everything about YVSA.

- Secretary/Treasurer John W. Holcomb proposed a contract in regard to completing our financial duties

IV. ADJOURNED

- Chairman Moore ask for a motion to adjourn the meeting until 9:00 a. m. on Tuesday November 14, 2017.
 - ❖ A motion was made by Vice-Chairman J. L. Lowe and seconded by Director Woody Faulk. The vote was five (5) to zero in favor, with no discussion.

The next meeting of the YVSA will be held on Tuesday November 14th, 2017 at 9:00 a.m. at the YVSA Operations Center. This will be a Project Update Meeting.

Respectfully Submitted By:

Nikki Hembree
Office Assistant

Wayne Moore
Chairman of the Board

Attest:

John W. Holcomb
Secretary/Treasurer