



CAMPBELL COUNTY UTILITIES & SERVICE AUTHORITY
20644 Timberlake Road
Lynchburg, VA 24502

Minutes: Regular Meeting
February 24, 2026 at 5:00 pm

Place: Authority Office
20644 Timberlake Road
Lynchburg, VA 24502

A. CALL TO ORDER – Mr. Don Austin – Chairman - called the meeting to order at 4:58 P.M. with the Pledge of Allegiance and Mr. Kirkland lead the meeting in Prayer.

A1. MEMBERS PRESENT

Don Austin, Chairman
James Marstin, Vice-Chairman
Charlie Droog,
Carter S. Elliott. Jr.
Joe Kirkland
Robert Lee, III
Dan Richardson (via teleconference)

A2. COUNTY REPRESENTATION & STAFF PRESENT

Matt Cline, Supervisors' Liaison
Clif Tweedy, P.E., Deputy County Administrator
Jeff Wells, P.E., Executive Director
Tim Wagner, P.E., Engineering Director
Josh Pribble, Field Operations Director
Wendy Meese, Finance Director
April Farmer, Technology Coordinator

Mr. Cline and Mr. Tweedy left at 5:30 P.M. for a Campbell County Budget Meeting.

B. CITIZEN COMMENT

Ms. Sandy Glass, a resident of the Sunburst District in Campbell County, was present to address the Board. To ensure Ms. Glass' concerns are shared completely, her comments are included verbatim.

"I appreciate you allowing me to come in and speak and I just want to reiterate some of the things the concerns that I had last time I was here. As you know, the data centers are just pushing into this area and I know that you guys have to report to the Board and you really don't, you know, maybe really have the authority over such decisions, but that's where you could come into work to speak to your supervisor because I think that we do need to protect our County's water.

I was just at Appomattox's Board of Supervisor meeting last week, and they, of course, are having the data center and they think they are getting water from us. We need to do what we can do to protect that. It's not always about the money in the County.

I will tell you a little, bity piece of information that I found out that is concerning to me, specifically, as you know I dig into a lot of the financials and a lot of the audits and things like that and one thing that kinda jumped out at me in the last couple of weeks is that I noticed that Appomattox has failed to *also* file their audit for last fiscal year of June. The CPA indicated that there was an issue with the cash reconciliation as of June 30. Now, I've been financing and accounting for a long time and I have never had a problem with account reconciliation or bank reconciliation. I don't know what that means. They are going to have their audit ready in the next couple of months, but I just think that's concerning if we are going into a partnership with them, we need to make sure that they are financially sound. So, for what that's worth, I appreciate it. Thank you."

Mr. Austin thanked Ms. Glass for her comments.

C. APPROVAL OF MINUTES

MOTION: Mr. Richardson made a motion, seconded by Mr. Lee, that the Minutes of the January 27, 2026 Board Meeting be approved.

ACTION: Approved Unanimously.

D. ADMINISTRATION REPORT - Authority Staff

D1. FINANCIAL REPORT

Summary reports were briefly reviewed.

Year to date:

Revenues:	\$ 5,689,607.20
Expenses:	\$ 4,057,442.25
Budgeted Capital and Reserves	\$ 1,833,500.00
Surplus/(Deficit) to date:	\$ 1,632,164.95 (\$ 201,335.05)
Total "Unencumbered"	\$ 2,579,065.30

VENDORS

Permanent Vendor:

No permanent vendors were added this month

Final Bills and other temporary vendors: (address available upon request):

Carlos Salinas	DFG Property Leasing
Paulette J. Settje	Ronald A. Meade
Sylvia W. Morgan	Yellowstone Village, LLC

No motion was required since there were no permanent vendors added.

D2. OPERATIONS REPORT

Mr. Pribble reviewed the statistical and operation reports for January 2026 which are on file in the Authority office.

Treatment at the Otter River Water Plant increased 6.7 percent compared to last fiscal year. Sales to the East System have increased by 4.2 percent. Overall Central System retail sales have increased 6.5 percent compared to January 2025. Usage in Naruna decreased 19.5 percent from the previous year. Total CCUSA water reflected an increase of 6.1 percent to date for FY26 compared to FY25.

Treatment at the Rustburg Wastewater Treatment Plant (RWWTP) decreased 15.6 percent compared to last fiscal year. Wastewater sent to the City of Lynchburg for treatment increased 5.2 percent when compared to last January. The overall result was an increase in wastewater treatment of 4.0 percent compared to last fiscal year.

There were 3 new water connections serving 3 units for water and 2 new sewer connections serving 2 units sewer in the month of January 2026 compared to 2 new water and no new sewer connections serving 2 units of water only in January 2026.

There were 69 disconnections for non-payment of bills in January compared to 84 in January 2026, which results in an overall decrease of 7.9 percent to date this fiscal year; 44 fewer cut-offs in FY26 to date when compared to FY25 through January 2026.

The Authority had 9,379 metered water connections serving 15,313 units and 3,392 sewer connections serving 6,172 units as of January 31, 2026.

There were 787 travel points during the month of January 2026, which was an average of 39 stops per workday. There were approximately 256 meters replaced in the month of January 2026. In response to a question raised by Mr. Austin, the Authority still has approximately 7,000 more meters to replace in order to update all meters in the Authority's system.

The Otter River was flowing at approximately 183 mgd on the meeting date and the record low on February 24th was approximately 52 mgd in 2002. The median flow for February 24th is 233 mgd.

In response to a question raised by Mr. Cline, the fire hydrant in front of the Concord Volunteer Fire Department is functional, it is just tight. Mr. Pribble stated that Mueller fire hydrants tend to fail after excessive use. Fire hydrants located near fire stations are used often to refill fire trucks. An American Darling fire hydrant is on hand to replace the existing Mueller fire hydrant soon after the weather breaks. Toney Construction will have to dig up the existing fire hydrant and make connection to the waterline with the new fire hydrant. Mr. Pribble stated that sometimes too much force is used, and it damages the fire hydrant. In response to a question raised by Mr. Droog, the Authority has hosted training by Core & Main at the Authority office for volunteer fire chiefs to learn to use fire hydrants properly.

In response to a question raised by Mr. Lee, the Authority contracts a third party to inspect, clean, and paint all its fire hydrants every three years. The fire hydrants are sandblasted and painted every six years.

D3. ENGINEERING REPORT

The Construction Activities Report was reviewed and is available at the Authority office.

80-2304 Martin Drive Regional Wastewater System

Contracts A and B are under construction. Contract C was advertised for bid on February 23, 2026. There will be a pre-bid meeting on March 5, 2026 and bids will be due on March 12, 2026. Contract C is an 8-inch gravity sewer main from Farfields Drive to Whitestone Drive.

There is one property the Authority does not yet have an easement in place for the sewer main to cross the property. The Authority has attempted to contact the property owner and has sent a bona fide offer to the property owner but has not gotten a response. The property owner signed the Certified Return Receipt that was attached to the bona fide offer letter. Mr. Wagner has tried to call the property owner three times since the bona fide offer was sent but cannot get a response from the property owner. The Authority's legal counsel has forwarded a letter to one property owner stating a Certificate of Take will be filed. The property owner has 30 days to respond. Mr. Wagner stated that he and Mr. Wells will contact legal counsel on a couple of different matters, and they will inquire how to proceed if there is no response to the bona fide offer for this project.

For the Developer portion of the project, Mr. Wagner stated staff is working to remedy a permit issue with the Army Corp of Engineers.

80-2306 Lynbrook Single Family Residential

Construction has resumed following VDOT shutdown because the Contractor was not following safe practices while working in the VDOT right-of-way. In response to a question raised by Mr. Elliott, the Contractor had to submit a safety plan to VDOT in order to be allowed to resume construction. The Contractor was allowing their employees in confined spaces without proper shoring. Authority staff had communicated concerns on several occasions, but the Contractor continued unsafe practices, so VDOT took action. VDOT is closely monitoring the project to ensure that the Contractor is following their safety plan. If the Contractor does not follow the safety plan, VDOT has the authority to ban the Contractor from working in the VDOT right-of-way for a set period of time.

The Contractor is performing testing of the on-site water and sanitary sewer.

The right-of-way is meant for public water and sewer infrastructure, but the Contractor has encountered telecommunication lines that are supposed to be placed in the 15-foot public utility easements *outside* of the VDOT right-of-way as required in Campbell County. Mr. Wagner stated he will draft a letter indicating the proper placement of telecommunication lines for future reference.

80-2601 Seneca Park Parcel 43-A-79 – Phase 1 Water and Sewer

This is a water and sewer extension to serve Blue Ridge Beverage. Counts & Dobyns is working to clear the right-of-way for the sanitary sewer extension and are laying the pipe for the waterline extension.

Fishing Creek Interceptor Odor Study

Excerpt of minutes from the November 2025 Board meeting for information: Sulfides in Authority wastewater are being converted to hydrogen sulfide gas and causing odor issues near Liberty University campus. The odor issue became more prominent when a private sewer line was rerouted to accommodate a new parking deck on Liberty campus. The recommendation from a study conducted by Brown & Caldwell was for the Authority to feed chemicals in the system to minimize sulfide formation which should address the odor issue. Authority staff will be running trials on different chemicals and locations to determine which alternative is the most effective and cost efficient.

In response to a question raised by Mr. Droog, there are no updates on this project. The weather has delayed set-up of the chemical feed as of the meeting date. Mr. Wells stated the chemical feed will be set-up in the next couple of weeks, and soon after, Authority staff will be able to gauge the cost.

D4. DIRECTORS REPORT

The Director's Report was distributed and is available at the office for review.

1. Activities Calendar – Mr. Wells reviewed the activities calendar which is on file in the Authority office.
2. Next Board Meeting – Tuesday, March 24th at 5 p.m.
3. Telework Report – Mr. Wells reviewed the report on teleworking activities during the previous month. Said report is on file in the Authority office.
4. Personnel – Mr. Wells stated that Mr. Daniel Wagner has resigned effective March 6, 2026 and will be leaving the Authority to work as a wastewater plant operator for Augusta Water. Mr. Daniel Wagner was a Maintenance Technician for the Authority and had just completed his 6-month probationary period when he resigned. The position has been advertised on the Authority's website and Indeed. Approximately 50 applications have been received. In response to a question raised by Mr. Austin, Mr. Wells and Mr. Wagner's immediate supervisors attempted to persuade Mr. Wagner to stay, but Mr. Wagner was not leaving for financial reasons.
5. Edmunds GovTech Update – The go live date for Financials, Accounts Payable and Inventory was December 4, 2025. Staff is becoming more comfortable with the financial software. Staff has worked through the final details and timelines for implementing the Billing, Work Order and Online payment modules and anticipate a go live date in early April 2026. Information on the change will be communicated with Authority customers through bill inserts and the Authority website.
6. Legislative Update – Crossover was February 18, 2026 with the session closing on March 14, 2026. VWWAA, VMDWA and VAMWA are holding weekly calls to update members on the status of bills of interest. Authority staff continues to monitor these weekly calls and will provide a summary report on bills of interest.

Mr. Wells presented current bills of interest:

HB 1149 Lead Service Line Inspections – This bill provides for localities to be able to enter private property (with proper notification) to inspect for lead service lines. This bill is proceeding and very likely this bill will reach the Governor and will pass.

This bill would allow Authority employees or representatives, such as Toney Construction, to go onto a customer's property and dig to see what material was used in the service line. In response to questions raised by the Board, Mr. Wells stated that the Authority is placed in a difficult position because the United States Environmental Protection Agency (EPA) is demanding Authorities to determine the material used in service lines, but some customers are either not forthcoming with adequate information or do not know what materials were used. Allowing Authority personnel to enter the property after a 14-day notice is the solution proposed by this legislation. There is a sunset clause on this bill through the end of 2028. Water systems are expected to have information on all customers' service lines by the end of calendar year 2028.

Mr. Wells stated that CCUSA is performing the statistical method to determine the material used: by ranking properties randomly, Authority staff can verify a batch from each location to determine what material was used in that area. Authority staff needs to survey approximately 350 properties. As long as all of the 350 from the sample are non-lead-based material (material unknown but confirmed non-lead), this sample can be submitted to the VDH for approval. Mr. Lee stated that assumptions can be made based on the age of the home; lead was not used in construction after a certain date and most homes on the Authority system were constructed after that date. Mr. Wells confirmed that staff used the age of the home as a factor to determine if the service lines were non-lead. In response to a question raised by Mr. Kirkland, lead-based pipes were banned in 1986, so Authority staff used 1988 to allow for plumbers that might have still had lead-based pipes in inventory. Mr. Wagner stated that the most common materials used in this area post-World War II were galvanized pipe and copper pipe until the late 1960's when the most common material was polyethylene tubing. Mr. Wagner stated that the probability of finding lead pipe in service lines in the Authority service area is minimal to none.

HB 1263 Collective Bargaining – It is currently an option for localities to participate collective bargaining, but this bill would repeal the option and would mandate participation in collective bargaining for public sector employees at the local level. Mr. Wells stated this bill is continuing to push forward despite heavy opposition, it is likely this bill will make it to the Governor.

HB 1143 Biosolids and PFAS Bill – This bill is being driven by the Chesapeake Bay Foundation. There is a similar bill making its way through the Maryland General Assembly. Mr. Wells stated this bill could indirectly impact the Authority because, while the Authority does not land apply biosolids, the Lynchburg Regional Wastewater Treatment Plant does, and the Authority will share in any operational or capital expenses incurred by the Regional Wastewater Treatment Plant.

This bill proposes monitoring biosolids for one year to determine the level of PFAS concentration. If the biosolids have a PFAS concentration of greater than 50 parts per billion (ppb), land application will not be allowed. The level of PFAS concentration that will begin limiting land application is proposed for levels between 25 to 50 ppb.

In response to a question raised by Mr. Richardson, the Authority has tested for PFAS in its wastewater, but not in its biosolids. The PFAS in the Authority's wastewater was less than 20 ng/L and was therefore below any level of concern. In

response to a question raised by Mr. Marstin, the City of Lynchburg has not tested their biosolids as of the meeting date, but Mr. Tim Mitchell, the Lynchburg Water Resources Director, has stated testing will begin as soon as possible. If the levels are 25 ppb less, the City can continue land applying biosolids. If the levels are above 50, the City cannot land apply at all. If the levels test between 25 and 50 ppb, DEQ will regulate how much you can land apply biosolids.

Once more data becomes available, the impact of this bill will be determinable.

There is a related bill on self-monitoring for certain industrial users that use PFAS compounds, but this bill will not impact the Authority because there are no industries of this nature connected to the Authority.

HB 569 Prevailing Wage on Public Works Contracts – This bill is likely to pass but does not apply to localities, only state agencies.

HB 850 VA Public Procurement Bill – This bill requires the feasibility of apprenticeships to be evaluated and only applies to projects totaling \$5 million or more.

HB 707 Website Domains– Requires all public bodies to have a .gov website and e-mail address. This Bill would include the Authority but the lobbyists that work for VWWAA, VMDWA and VAMWA are working to get Authorities an exemption. This bill will have an impact on the Authority if it passes and Authorities are not granted an exemption.

Budget Amendments –

Water Quality Improvement Fund (WQIF) - DEQ – There will be approximately \$600 million available to address nutrients in the Chesapeake Bay, and if, at some point in the future, the Authority constructs a wastewater treatment plant to divert some of the wastewater treatment services away from the Lynchburg Regional Water Resource Recovery Facility, the Authority would be redirecting that wastewater from the Chesapeake Bay to the Roanoke River basin. That could lead to funding opportunities for the Authority in the future.

Drinking Water Grants – There is approximately \$50 million for drinking water grants, with \$20 million earmarked for Richmond, although Mr. Wells stated that he is unsure of the specific use for the remaining funding.

Water Supply Planning – There is approximately \$750,000 in this fund to assist with water supply planning required by DEQ.

General statement – Lead levels – In response to a question raised by Mr. Richardson, the allowable limit for lead is part of the EPA's Lead and Copper Rule Improvements. A reduction to the allowable limit was submitted but has been retracted and is being reevaluated. The current action level is 15 ppb but could potentially be reduced to 10 ppb in the future.

In response to a question raised by Mr. Austin, the Authority received approximately 30 percent response rate from the lead and copper surveys that were sent to customers in 2025.

General statement –

Mr. Lee stated he was surprised that the bill that supported the right to work did not make it to the crossover.

7. Mandatory Sewer Connection Policy – A workgroup comprised of County and Authority representatives has been identified. Authority Board representatives and staff met on October 23, 2025 to review and discuss preliminary findings. Recommendations were discussed at the October 2025 Board meeting. In November 2025, Authority staff met with County staff to review the recommendations and discuss next steps. Mr. Frank Rogers has solicited feedback on the proposed Authority policy changes from the two Supervisors on the Committee but has not received feedback as of the meeting date. Mr. Wells distributed a draft of likely changes that will be made to Authority Policy if the changes are approved for information only.

One proposed change would provide an exemption if a developer extends a sewer main adjacent to a property where the owner has a private wastewater system and does not wish to connect. Connection to the public line would not be required until/if the private system fails.

Another proposed change for a non-user affected by mandatory connection, the Authority would temporarily waive the Connection Fee until the property owner connection to the system. The proposed Mandatory Connection Policy would only assess the Sewer Capital Recovery Fee. This change reduces the fees assessed in the existing policy by approximately half.

In response to a question raised by Mr. Kirkland, the proposed policy would follow the VDH standard the outlines what can be replaced and what is defined as a wastewater system failure. If the existing system fails, the property owner would be required to make connection to the Authority system and would change from a system non-user to a user and would be assessed the fees that are in place at that time. In response to a question raised by Mr. Elliott, the Authority would not verify that the system was functioning properly. The responsibility for reporting a failing system would fall to the property owner or possibly a neighbor. Mr. Elliott stated he does not agree with the Authority reporting suspected failing drainfields because there are so many systems that are currently failing but have not been reported to VDH. Mr. Richardson stated the Authority could require the property owner to have their existing system inspected to ensure that it is functional.

Once confirmation is received a revised mandatory sewer connection policy will be presented to the Authority Board for consideration.

8. Budget Committee Nomination – Mr. Lee and Mr. Richardson volunteered to serve on the FY27 Budget Committee. Mr. Lee and Mr. Elliott served for the FY26 Budget Committee. It was discussed that a volunteer should serve two consecutive years with the volunteers staggered so that at least one returning member will be on the Committee each year. A budget review was scheduled for March 23, 2026.
9. Knoll Woods/Ivy Acres Subdivision – Mr. Wells received an e-mail from VDH on February 11, 2026. The decision from VDH is still delayed. The representative from VDH stated they are waiting on the EPA to determine how much funding will be received before any offers are made. Information is expected in April 2026 from the EPA, and they will make funding offers in May 2026. In response to a question raised by Mr. Kirkland, the current owner is staying in compliance.

10. Branding – Mr. Wells distributed an example draft logo that Ms. April Farmer created using Chat GPT that the Authority could consider as a part of a rebranding effort to be more in line with the operations of the Authority. The draft logo is on file in the Authority office. Board members made some suggestions of changes they would like to see made to the logo. Campbell County hired a firm to create a logo for Campbell County, but the cost to make a logo for the Authority was cost prohibitive. The logo Ms. Farmer created was free. Mr. Wagner stated that there is a common misconception that the Authority is a department of Campbell County, and that the Authority receives funding from Campbell County tax revenue. The Authority could do business under another name without officially changing its name. Mr. Kirkland stated that the Authority needs to be careful not to infringe on Campbell soup. For information only.

E. BOARD ACTION ITEMS

E1. Finished Water Pumps Upgrade Project.

The Authority took bids on the Finished Water Pumps Upgrade Project on February 12, 2026. The project was advertised on the Authority website, Virginia's eVA procurement website, the Dodge Plan Room and Valley Construction News. Three bids were received as follows:

Contractor	Maverick Construction	Anderson Construction	Concrete Foundations
Lump Sum Bid	\$622,900	\$684,600	\$1,866,731

This project replaces the main control cabinet for the backwash and finished water pumps including adding a third pump and providing soft starts for all three finished water pumps. Installation of a third pump and replacement of the problematic flow control valves with slow close check valves. This project addresses a current need of replacing the main control cabinet and flow control valves and also provides a third finished water pump which is needed for a plant expansion. In response to a question raised by Mr. Marstin, Authority staff also considered the option of VFD's, but the soft starts were preferred because soft starts are less expensive and are programmed in stages with set points versus VFD's "ramping up and ramping down." The WTP currently has a low-voltage soft starter that basically has a low gear and a high gear. The proposed soft starts are more gradual and are smoother and are better on the equipment.

A third pump 4 mgd pump will be installed that will help in the future when the Authority is ready to expand capacity. Capacity is evaluated based on the number of pumps in place but would require one of the pumps to be taken out of service to calculate finished water pumping. The third pump has been in stock since 2007 as a spare. In response to a question raised by Mr. Marstin, this project does not include a new pump or a new motor: Authority staff has been purchasing new pumps and motors outside of this project, but the project does include installing the third pump the Authority already has on hand.

In response to a question raised by Mr. Lee, Maverick Construction is new to Virginia and are based in Maryland and Pennsylvania but has been in operation for six or seven years. The two gentlemen that started the company were previously with Kiewit Construction and are familiar with this type of work. The Authority has received positive references. Rudy Hawkins will perform the electrical work. Rudy Hawkins replaced the MCC electrical cabinet at the raw water pump station and for the Route 24 pump station.

Authority staff recommended that the Board award the construction contract for the Finished Water Pumps Upgrade Project to Maverick Construction, Inc. in the amount of \$622,900.

MOTION: Mr. Droog made a motion, seconded by Mr. Marstin, to award the Construction Contract for the Finished Water Pump Upgrade Project Maverick Construction, Inc. in the amount of \$622,900.

ACTION: Approved Unanimously

F. MATTERS FROM THE BOARD

This time is to discuss any matters from the Board members.

H. ADJOURNMENT

MOTION: Mr. Elliott made a motion, seconded by Mr. Droog, that the Authority meeting be adjourned at 5:58 p.m.

ACTION: Approved Unanimously.

UPON MOTION by Mr. _____, seconded by Mr. _____, these minutes are approved this _____ day of _____, 2027, with _____ of _____ members of the Campbell County Utilities and Service Authority in attendance at time of vote.

ATTESTED:

CERTIFIED BY:

Chairman, Campbell County
Utilities & Service Authority

Secretary, Campbell County
Utilities & Service Authority

Authority staff recommended that the Board award the construction contract for the Finished Water Pumps Upgrade Project to Maverick Construction, Inc. in the amount of \$622,900.

MOTION: Mr. Droog made a motion, seconded by Mr. Marstin, to award the Construction Contract for the Finished Water Pump Upgrade Project Maverick Construction, Inc. in the amount of \$622,900.

ACTION: Approved Unanimously

F. MATTERS FROM THE BOARD

This time is to discuss any matters from the Board members.

H. ADJOURNMENT

MOTION: Mr. Elliott made a motion, seconded by Mr. Droog, that the Authority meeting be adjourned at 5:58 p.m.

ACTION: Approved Unanimously.

UPON MOTION by Mr. Lee, seconded by Mr. Kirkland, these minutes are approved this 24th day of March, 2027, with 7 of 7 members of the Campbell County Utilities and Service Authority in attendance at time of vote.

ATTESTED:


Chairman, Campbell County
Utilities & Service Authority

CERTIFIED BY:


Secretary, Campbell County
Utilities & Service Authority