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4 **RWSA BOARD OF DIRECTORS**
5 **Minutes of Regular Meeting**
6 **January 24, 2017**
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9 A regular meeting of the Rivanna Water & Sewer Authority (RWSA) Board of Directors was held
10 on Tuesday, January 24, 2017 at 2:15 p.m. in the 2nd floor conference room, Administration
11 Building, 695 Moores Creek Lane, Charlottesville, Virginia.
12

13 **Board Members Present:** Mr. Mike Gaffney – Chair, presiding, Ms. Kathy Galvin (arrived at
14 2:19 p.m.), Mr. Maurice Jones, Ms. Judith Mueller, Mr. Gary O’Connell and Dr. Liz Palmer.
15

16 **Board Members Absent:** Mr. Tom Foley.
17

18 **Staff Present:** Mr. Tim Castillo, Ms. Victoria Fort, Ms. Teri Kent, Mr. Doug March, Dr. Richard
19 Gullick, Mr. Scott Schiller, Ms. Michelle Simpson, Ms. Jennifer Whitaker, and Mr. Lonnie Wood.
20

21 **Also Present:** Mr. Kurt Krueger, RWSA counsel, members of the public and media
22 representatives.
23

24 **1.0 Call to Order**

25
26 The regular meeting of the RWSA Board of Directors was called to order by Mr. Gaffney on
27 Tuesday, January 24, 2017 at 2:15 p.m., and he noted that a quorum was present.
28

29 **2.0 Minutes of Previous Board Meeting**

30
31 *a) Minutes of the Regular Meeting of the Board on December 20, 2016*
32

33 Mr. Gaffney asked if there were any changes or comments to the minutes. There were none
34 provided.
35

36 **Dr. Palmer moved to approve the minutes of December 20, 2016 as presented. Mr. O’Connell**
37 **seconded the motion, which passed 4-0, with Ms. Galvin not yet present at the meeting, Mr.**
38 **Gaffney abstaining from the vote because he was not in attendance at the December 20, 2016**
39 **meeting, and Mr. Foley absent from the meeting and the vote.**
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41 **3.0 Recognition**

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a) Resolution of Appreciation for Tom Foley

Mr. Gaffney read a joint resolution recognizing Tom Foley:

**RIVANNA WATER & SEWER AUTHORITY
RIVANNA SOLID WASTE AUTHORITY
BOARDS OF DIRECTORS**

Joint Resolution of Appreciation for Thomas C. “Tom” Foley

WHEREAS, Mr. Foley has served as a member of the Rivanna Water & Sewer Authority Board of Directors and the Rivanna Solid Waste Authority since 2011; and

WHEREAS, over that same period in excess of 5 years Mr. Foley has demonstrated leadership in the water, sewer, solid waste, and recycling field, and has been a valuable resource to the Board of Directors and to the Authorities; and

WHEREAS, Mr. Foley’s understanding of the water, sewer, and solid waste operations of the County of Albemarle, the Rivanna Water & Sewer Authority, and the Rivanna Solid Waste Authority has facilitated a decision-making process that considered not only the benefits to the customers served by the County of Albemarle but also the impacts to the combined utilities and the community as a whole; and

WHEREAS, the Rivanna Solid Waste Authority Board of Directors is additionally grateful for Mr. Foley’s strong support of a new Ivy Transfer Station; and

WHEREAS, the Rivanna Water & Sewer Authority Board of Directors is additionally grateful for Mr. Foley’s commitment to improve wastewater infrastructure with his strong support of improvements that are beneficial to our operations and the environment; and

WHEREAS, both Authorities Board of Directors are most grateful for the professional and personal contributions Mr. Foley has provided to the Rivanna Water & Sewer Authority, Rivanna Solid Waste Authority, and to the community; and

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water & Sewer Authority and Rivanna Solid Waste Authority Board of Directors recognizes, thanks, and commends Mr. Foley for his distinguished service, efforts, and achievements as a member of these two boards, and presents this Resolution as a token of esteem, with its best wishes in his next career step.

BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of both the Rivanna Water & Sewer Authority and the Rivanna Solid Waste Authority.

Ms. Mueller moved to adopt the joint resolution recognizing Tom Foley for his service to the RWSA and RSWA. Dr. Palmer seconded the motion, which passed 5-0, with Ms. Galvin not yet present at the meeting and Mr. Foley absent from the meeting and the vote.

79
80 Mr. Gaffney introduced Doug Walker, Deputy County Executive, who would be joining the
81 RWSA and RSWA boards in February.

82
83 *b) Staff members who achieved professional licensure*

84
85 Mr. Mawyer reported that the Virginia Department of Professional and Occupational Regulations
86 requires operators in water treatment plants and wastewater treatment plants to have a certain
87 number and level of licenses. He stated that the license structure starts as “trainee,” then moves to
88 “Class IV,” and ultimately up to the highest level of “Class I” – and Rivanna is required to have a
89 Class I operator in charge of plants and a Class II onsite during operation. Mr. Mawyer recognized
90 Brian Balsley, who improved his water license from Class III to Class II; Tim Castillo, who
91 improved his water license to Class I and can now work both the water and wastewater sides of
92 the operation; Mark Sharon, who improved his wastewater license from Class IV to Class III; Peter
93 Jasiuskowski, who improved his water license from Class III to Class II; Shane Johnson, who was
94 a trainee and received a Class IV water license; Steve Minnis Jr., who improved his wastewater
95 license Class IV to Class III; and Christopher Ward, who improved his wastewater license from
96 Class IV to Class III.

97
98 **4.0 Executive Director’s Report**

99 Mr. Mawyer reported that the RWSA continues to work on its odor control program, and would
100 be injecting chemicals into the wastewater entering the Moore’s Creek Wastewater Treatment
101 Plant in the coming week – which would minimize odors at the plant and in the area. He stated
102 that RWSA would also continue with the long-term project to put covers over the clarifiers and
103 install a new air scrubber facility. He said that there is a new vendor on board in Crozet, who would
104 be putting in a different chemical product in the system there to minimize odors in the Ivy area.

105
106 Mr. Mawyer reported that the RWSA has been filling the Ragged Mountain Reservoir from Sugar
107 Hollow since January 7, and that had to be done gradually with the valve opened slowly so it
108 doesn’t damage the transfer pipe. He stated that it has reached the maximum transfer rate of four
109 million gallons per day, and if the weather cooperates with additional rain, Ragged Mountain
110 should be full within three to four months. Mr. Mawyer noted that David Tungate, Water Plant
111 Manager, and Rich Gullick, Director of Operations, had provided some additional information in
112 their Operations report, adding that the Ragged Mountain Reservoir needs about 280 million
113 gallons to fill, with 4 million per day coming in and 1 million being taken out for the treatment
114 plant.

115
116 Mr. Mawyer reported that in terms of community outreach, Tim Castillo worked with an
117 environmental engineering class at UVA to discuss how the real world of water and wastewater
118 happened outside the classroom.

119
120 Mr. Mawyer reported that next month he would introduce the CIP, with the operating budget
121 introduced in March, CIP approval slated for April, rates advertised for an April 24 public hearing,
122 and budget adoption planned for May 23. He stated that next week they would start with the Board
123 subcommittee, with Mr. O’Connell and Ms. Mueller, to review both of the budgets and go through
124 the draft to get feedback.

125
126 Mr. Gaffney asked what the rate of transfer would be once they put the pipeline in from South
127 Fork.

128
129 Ms. Whitaker responded that they are permitted for five times greater than the Sugar Hollow
130 pipeline – so a 20 MGD transfer rate. She explained that there is five times the capacity at the
131 South Fork Rivanna Reservoir, plus the watershed is much bigger at the South Fork, so water is
132 available to transfer more often and for a longer duration.

133
134 Dr. Palmer asked if they were talking about opening up the valves at Sugar Hollow, and if they
135 had ever been replaced over the last 20 years.

136
137 Ms. Whitaker stated that there are some original valves and some upgraded valves for the dam
138 itself, and there is an original valve on the pipeline, with two new valves downstream – and those
139 are the ones used for throttling, with new infrastructure put in to operate the valves remotely and
140 at an appropriate pace so the pipe doesn't break.

141
142 Mr. Gaffney commented that he had been hiking the new trail at Ragged Mountain Reservoir
143 several weeks ago and came upon what he thought was a water feature, but it was the Sugar Hollow
144 pipeline.

145
146 **5.0 Items from the Public**
147 There were none presented.

148
149 **6.0 Responses to Public Comments – No Responses This Month**
150 There were no responses to public comments this month.

151
152 **7.0 Consent Agenda**

- 153
154 a) *Staff Report on Finance*
155 b) *Staff Report on Operations*
156 c) *Staff Report on Ongoing Projects*
157 d) *Change Order – MCAWWRF 2nd Centrifuge*
158

159 Dr. Palmer asked if the Operations report could include a column for the average peak daily
160 production, in addition to the information provided on the water treatment plant average daily
161 production and monthly production. She explained that a lot of people look at the average daily
162 production numbers and assume there is plenty of available capacity in the infrastructure – and
163 they don't understand that the peak production is much higher during times of high demand.

164
165 Dr. Gullick explained that the tanks are also supplying the water, so the actual consumption is met
166 by both water previously produced and stored in tanks and by production supplying the system –
167 and the peak daily production would not be an average.

168
169 Dr. Palmer clarified that she was looking for a peak period.

170
171 Dr. Gullick said that it would be the maximum daily produced in the course of that period, and
172 that's what the plants need to be built to provide. He stated that in Crozet, for example, it's the
173 peak day that is driving the need for expanded facilities, and he could provide that for the month
174 for any of the facilities.

175
176 Ms. Galvin asked what this would be used for.

177
178 Dr. Palmer responded that there have been situations on the Board of Supervisors where average
179 daily flow was used to prove that one particular entity did not need as much water – but when they
180 looked at peak, it was a very different number. She stated that when they were talking about the
181 water supply plan and were doing projections, that was an argument in the community at the time.
182 Dr. Palmer said that it would be helpful for the public to understand that they have not overbuilt
183 its infrastructure.

184
185 Mr. Gaffney emphasized that a daily peak isn't going to provide what is needed – because the
186 system is built for the annual peak.

187
188 Dr. Gullick stated that they would still be able to give the monthly peak day as the maximum.

189
190 Mr. Gaffney responded that the monthly peak day still will not justify what is built. The annual
191 peak day is a better indicator of facility needs.

192
193 Dr. Gullick concurred with this assessment.

194
195 Dr. Palmer said that the average daily production data always looks very low to her, and
196 constituents point this out to her.

197
198 Mr. Gaffney stated that we would not want to provide information that gives another false
199 impression.

200
201 Dr. Palmer agreed.

202
203 Ms. Galvin stated that they really just want to be able to communicate clearly with the public that
204 they have built the appropriate amount of infrastructure.

205
206 Mr. Gaffney suggested including the annual peak for 2016.

207
208 Dr. Gullick said that they could also do a rolling 12-month summary that will include the monthly
209 peak day as well as the peak annual day for several years.

210
211 Mr. Mawyer stated that they can identify a peak day for any month, as well as peak hour. He said
212 that the challenge on the engineering side is to make sure they can meet the peak daily demand.

213
214 Mr. Gaffney suggested showing peak days from 2003, when the drought occurred, to the present.

215

216 Mr. O’Connell commented that the average day demand for Crozet is ½ million gallons, with peak
217 days hitting 800 or 900 million gallons and that the Crozet water treatment facility is probably the
218 one that needs the most attention – as the capacity is just 1 million gallons.

219
220 Ms. Mueller stated that the new ongoing project and status report format is wonderful and is much
221 more user friendly.

222
223 Mr. Gaffney said that he especially likes the “percent complete” section.

224
225 **Mr. Jones moved to approve the Consent Agenda as presented. Dr. Palmer seconded the**
226 **motion, which passed by a 6-0 vote. Mr. Foley was absent from the meeting and the vote.**

227
228 **8.0 Other Business**

229
230 *a) Observatory WTP Presentation*

231
232 Mr. Mawyer reported that the second largest water treatment plant is the Observatory plant, located
233 behind the University of Virginia (UVA) on McCormick Road. He stated that the plant was started
234 in the early 1900s and was the first plant to serve UVA and the City, with filtration and chemical
235 treatment added in the 1949-1954 timeframe. He stated that the plant’s average production is 1.5
236 million gallons per day, and it is only operated from 6 a.m. to 6 p.m., with one operator on site.

237
238 Mr. O’Connell asked him to discuss the 5 million gallon production.

239
240 Mr. Mawyer explained that the rated capacity is 5 million, but they may not necessarily be able to
241 produce 5 million gallons per day.

242
243 Dr. Gullick stated that 4 million gallons per day was probably closer to the actual maximum.

244
245 Mr. Mawyer said that there is a series of components evaluated to determine plant capacity– for
246 example, the filters and the chemical treatment – and the limiting factor would be the rating of the
247 plant.

248
249 Mr. Mawyer stated that the Observatory plant, along with the South Fork Rivanna plant, serve all
250 of the City and all of the developed areas of the County – except for Crozet. He said that the water
251 at the Sugar Hollow Reservoir flows by pipe to the Ragged Mountain Reservoir, which supplies
252 water to the Observatory plant, which provides water to the urban water system. He referenced
253 images showing the location of the Sugar Hollow Dam, stating that below the dam is another small
254 dam that impounds water in a fore bay, and he noted that water from Sugar Hollow used to go
255 directly to the Observatory plant but now goes to the Ragged Mountain Reservoir. Mr. Mawyer
256 stated that the filter building at the Observatory plant is where the operators sit when they are not
257 walking the plant, and RWSA is constructing a new intermediate pump station, a new chlorine
258 contact tank, a new granular-activated carbon (GAC) building along with the existing chemical
259 feed building. He explained that the water comes in to one side of the plant and passes through the
260 flocculators to the sedimentation basins, then goes into the filter building, then into the clear well

261 below the filter building, up to the GAC, then through the chlorine contact tank on its way out to
262 the distribution system.

263
264 Mr. Mawyer said that inside the filter building, staff sits in the control room, and to the left is the
265 laboratory – with hydraulic controls dating from the 1950s that open the valves that control the
266 water flow into the filters. He noted that they are hoping to update that system in the near future.
267 Mr. Mawyer stated that in the chemical building at Observatory is lime feed equipment that goes
268 into the water to adjust the pH, through one of the two sediment basins, with water running from
269 those into a concrete flume box and through the filters. He said that the water runs through the
270 filters, below the filters, then into the clearwell where water is stored. Mr. Mawyer referenced a
271 video showing the filter gallery and how the pipes operate. He stated that the walls are now built
272 around the two new GAC vessels.

273
274 Dr. Palmer asked about the lifespan of the GAC tanks.

275
276 Ms. Whitaker responded that it was usually 50-60 years at a minimum, with repair and replacement
277 work needed along the way for parts that need it.

278
279 Dr. Palmer asked why the tanks would not just be replaced, and if replacement was an issue with
280 cost.

281
282 Ms. Whitaker confirmed that it was.

283
284 Mr. Gaffney asked for clarification on what needed to be replaced at the Observatory plant.

285
286 Mr. Mawyer confirmed that the concrete flume needs work.

287
288 Ms. Whitaker explained that the chemical feed, the GAC, and those infrastructures are relatively
289 new – so the items needing replacement are really the pipes in the filter gallery, because everything
290 in there is reaching the end of its critical life, including the piping. She stated that a lot of the
291 concrete is also original and may need replacement, and the sediment basins need to be retrofitted
292 to be made more efficient.

293
294 Mr. Gaffney asked if they were going to try to do that within the existing building, or build a new
295 building so the existing one continues to run during replacement.

296
297 Ms. Whitaker responded that the intent now is to build within the footprint but repurpose areas
298 within the plant, with the work designed so that each individual process will come partially out of
299 service while it is being reworked, then going back into service.

300
301 Dr. Palmer asked if the South Fork plant could provide all the water so Observatory could be shut
302 down during the repairs.

303
304 Ms. Whitaker responded that Observatory could only be shut down when the demand is low during
305 the fall and winter months.

306

307 Mr. O’Connell noted that plant shutdowns had been done during construction.
308
309 Ms. Whitaker said that was true of both plants.
310
311 Mr. O’Connell asked if there had been any contact with UVA about the lease, noting that this is
312 their water source.
313
314 Mr. Mawyer responded that it was on the list to discuss.
315
316 Mr. Gaffney said that there had been preliminary discussions several years ago.
317
318 Mr. Krueger stated that the lease agreement is extremely old and is more than just a lease –
319 covering not only the lease of the plant itself but also including the agreement for the provision of
320 water by the City to UVA. He said that the Authority only wants to lease part of it, and the City
321 would have to negotiate within the lease the water supply and cost provisions that also theoretically
322 expire in 2021, with all of that rolled into one agreement. Mr. Krueger confirmed that it could be
323 separated if all parties agreed, with the City and UVA striking a separate deal for the provision
324 and cost of water.
325
326 Mr. Gaffney commented that one would be used as leverage for the other.
327
328 Mr. Krueger said they would have to see how it played out in the negotiations, and noted that the
329 plant at when originally built was simply a sand filter plant – and at that time that was the extent
330 of treatment to produce potable water.
331
332 Mr. Mawyer said that was in the early 1900s, and then in the 1950s the City took the water
333 treatment plant over – at which time the chemical plant and filtration systems were built and the
334 sand filters demolished.
335
336 Ms. Galvin asked if the goal was to decouple the lease agreement and make RWSA the lessor, then
337 the City would do a cost allocation agreement for UVA.
338
339 Mr. Krueger clarified that the RWSA’s water customers are ACSA and the City, with the City in
340 turn providing water to UVA.
341
342 Mr. Gaffney stated that there is already a cost allocation agreement between the City and the
343 ACSA.
344
345 Mr. O’Connell commented that it is the water rate charged by the City to the University that is at
346 stake.
347
348 Mr. Krueger stated that since the Authority is already putting in a significant amount of
349 infrastructure with the GAC system, they want to make sure they are getting a lease extension from
350 UVA to operate it for several years.
351
352 Ms. Galvin asked what the timeframe for discussions was.

353
354 Mr. Mawyer responded that the discussion just needs to be set up, and UVA is aware that this is
355 pending, and he confirmed that the lease expires in 2021.

356
357 **9.0 Other Items from Board/Staff not on Agenda**

358
359 a) Change Order – Upper Schenks Branch Interceptor

360
361 Mr. Mawyer reported that staff would like to present a change order for the construction contract
362 for the Upper Schenks Branch Interceptor, and stated that staff was able to successfully negotiate
363 a change order that was agreed upon on January 23. He said that they would like to get Board
364 approval to execute the change order and make payment to the contractor.

365
366 Ms. Whitaker explained that in October, staff requested additional monies for the Phase I of the
367 Upper Schenks Branch project, as they hit contaminated soil and an extensive amount of granitic
368 rock in the trench. She stated that at the time, staff underestimated the quantity of rock and soil
369 and cost to complete the work, which is now almost complete – and they are coming back to the
370 Board to request \$154,603 in additional funding to finish it.

371
372 Ms. Mueller noted that the City is in support of the additional funding.

373
374 Mr. Gaffney noted that the City is responsible for all of these costs.

375
376 Mr. Walker stated that he has been made aware of this.

377
378 **Ms. Galvin moved to approve the change order as presented. Mr. Jones seconded the motion,**
379 **which passed by a 6-0 vote. Mr. Foley was absent from the meeting and the vote.**

380
381 **10.0 Closed Meeting**

382
383 There was no closed meeting held.

384
385 **11.0 Adjournment**

386
387 **Mr. Jones moved to adjourn the RWSA Board meeting. Dr. Palmer seconded the motion,**
388 **which was approved by a vote of 6-0. Mr. Foley was absent from the meeting and the vote.**

389
390 There being no further business, the meeting adjourned at 2:53 p.m.