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4 **RWSA BOARD OF DIRECTORS**  
5 **Board Meeting Minutes**  
6 **November 15, 2016 – 2:15 p.m.**  
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9 A meeting of the Rivanna Water & Sewer Authority (RWSA) was held on Tuesday, November  
10 15, 2016 at 2:15 p.m. in the 2<sup>nd</sup> floor conference room, Administration Building, 695 Moores Creek  
11 Lane, Charlottesville, Virginia.

12  
13 **RWSA Board Members Present:** Mr. Tom Foley, Mr. Mike Gaffney – Chair, presiding, Ms.  
14 Kathy Galvin, Mr. Maurice Jones, Ms. Judith Mueller, Mr. Gary O’Connell and Dr. Liz Palmer.

15  
16 **Board Members Absent:** None.

17  
18 **Staff Present:** Mr. Bill Mawyer, Mark Brownlee, Mr. Tim Castillo, Mr. Jay Cobb, Mr. Horace  
19 Gibson, Ms. Teri Kent, Mr. Scott Schiller, Ms. Michelle Simpson, Ms. Jennifer Whitaker and Mr.  
20 Lonnie Wood.

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

24  
25 **1.0 Call to Order**

26  
27 The regular meeting of the RWSA Board of Directors was called to order by Mr. Gaffney on  
28 Tuesday, November 15, 2016 at 2:33 p.m., and he noted that a quorum was present.

29  
30 **2.0 Minutes of Previous Board Meeting**

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32 *a) Minutes of the Regular Meeting of the Board on October 25, 2016*

33  
34 **Dr. Palmer moved to approve the minutes as presented. Mr. O’Connell seconded the motion,**  
35 **which passed 7-0.**

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37 **\*\*Mr. Krueger noted that for the special joint meeting of the RWSA and RSWA boards on**  
38 **August 15, 2016, Ms. Galvin had to leave the closed meeting early and thus did not vote on**  
39 **the certification resolution for the closed meeting. He requested that she acknowledge that**  
40 **she has read the certification resolution and approved it for the portion of the closed meeting**  
41 **she attended.**  
42

43 **Ms. Galvin stated that she has read the certification resolution for the closed meeting on**  
44 **August 15, 2016 and approves it for the portion of the closed meeting she attended.**  
45

46 **3.0 Recognition – Retirement of Jay Cobb**

47 Mr. Gaffney read a Resolution of Appreciation for Jay Cobb as follows:  
48

49 WHEREAS, Mr. Cobb has served in a number of positions, most recently as a Wastewater  
50 Operator, for the Rivanna Water and Sewer Authority since November, 1989; and  
51

52 WHEREAS, over the same period in excess of 27 years, Mr. Cobb has demonstrated leadership in  
53 his field and has been a valuable resource to the Authority and its employees; and  
54

55 WHEREAS, Mr. Cobb’s understanding of the Authority’s operation and dedication and loyalty to  
56 the Authority has positively impacted the Authority, its customers and its employees; and  
57

58 WHEREAS, the Rivanna Water and Sewer Authority Board of Directors is most grateful for the  
59 professional and personal contributions Mr. Cobb has provided to the Rivanna Water and Sewer  
60 Authority and to its customers and its employees; and  
61

62 NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water and Sewer Authority Board of  
63 Directors recognizes, thanks and commends Mr. Cobb for his distinguished service, efforts and  
64 achievements as a member of the Rivanna Water and Sewer Authority, and presents this  
65 Resolution as a token of esteem, with its best wishes in his retirement.  
66

67 BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of the  
68 Rivanna Water and Sewer Authority.  
69

70 **Dr. Palmer moved to adopt the resolution as presented. Mr. Jones seconded the motion,**  
71 **which passed by a vote of 7-0.**  
72

73 **4.0 Executive Director’s Report**

74 Mr. Mawyer reported that his first two weeks on the job had been good and he appreciated  
75 everyone’s help and support. Mr. Mawyer stated that Rivanna would be working with the Titan  
76 Group to have an on-boarding session on November 29 to assimilate the new director into the  
77 management team. He is also participating in weekly phone calls with Laura Goodwin of Titan.  
78 He added that he appreciated the attendance of Mr. Gaffney at Rivanna’s Employee Appreciation  
79 Day. Mr. Mawyer stated that Ms. Kent and Mr. Castillo had been doing some community outreach  
80 events, including school group tours at the Glenmore and Stone Robinson wastewater treatment  
81 plants, and Ms. Kent provided a presentation on where drinking water comes from to a local Girl  
82 Scout troop.  
83

84 Mr. Mawyer stated that he is well aware of the need for odor control measures, and this issue is a  
85 high priority for him, with a plan to put covers over the two primary clarifiers. He said that there  
86 is also a vendor working at the Crozet Interceptor to reduce the sulfides and odors in that pipe. Mr.  
87 Mawyer noted that the Crozet vendor’s product has not worked as well as hoped, so Rivanna would  
88 be re-procuring a new vendor to make another attempt at addressing the odors there. He stated that

89 Rivanna purchased some trailers for sludge storage at the Moores Creek facility, and has also been  
90 working with suppliers to investigate chemical products for the wastewater flow to neutralize odors  
91 in the short term.

92  
93 Mr. O’Connell asked about the odor from a few weeks ago, which was particularly strong.

94  
95 Mr. Mawyer responded that it was the clarifiers themselves.

96  
97 Mr. Castillo stated that it was the primary clarifiers, as there are some pretty bad odors as they are  
98 being drained – which is part of the project – and he confirmed that this has been completed.

99  
100 Mr. Mawyer reported that there had been “pink water” going into the Service Authority and the  
101 City’s distribution system, and Rivanna had determined it was due to an overdose of sodium  
102 permanganate – an oxidant that takes iron and manganese out of the water but can turn water pink  
103 at higher levels. He stated there was a follow-up meeting with the ACSA to work on  
104 communicating to the public that there is no health issue associated with the water color, although  
105 it may have caused some concern to the public.

106

107 **5.0 Items from the Public**

108 There were none presented.

109

110 **6.0 Responses to Public Comments – No Responses This Month**

111 There were no responses to public comments this month.

112

113 **7.0 Consent Agenda**

114

- 115 a) *Staff Report on Finance – none this month*
- 116 b) *Staff Report on Operations*
- 117 c) *Staff Report on Ongoing Projects*
- 118 d) *FOIA Policy*
- 119 e) *Bid Award – South Rivanna WTP RWPS Leaf Screen Replacement and CM Services*
- 120 f) *Board Meeting 2017 Schedule*

121

122 Mr. Mawyer stated that the November 2017 board meeting would actually be the second Tuesday  
123 of the month – not the third as stated.

124

125 **Mr. Jones moved to approve the Consent Agenda as presented. Mr. Foley seconded the**  
126 **motion, which passed by a vote of 7-0 vote.**

127

128 **8.0 Other Business**

129

- 130 a) *Bond Issue – Davenport*

131 Mr. Wood reported that there was a \$10 million bond issue, with \$9.8 allocated to the odor control  
132 project and any remainder designated to repairs for the bridge or the centrifuge project. He noted  
133 that this is a bank qualified loan, and there is not a lot of administrative work involved or a lot to  
134 discuss about it other than the option of a 15-year or 20-year term, with a cheaper interest rate for

135 the longer term but more money from annual debt service. Mr. Wood said that staff would  
136 recommend the 20-year bond because it fits better in their five-year projections, which for the CIP  
137 process typically include a \$650,000-\$700,000 average range for debt service built into the fixed  
138 rate over the next five years. He stated that the 15-year bond would push that to \$766,000, which  
139 would increase rates slightly, and over time the savings would be \$325,000 even though the cash  
140 flow savings is \$1 million – and everything is restated into today’s dollars. Mr. Wood noted that  
141 the Board’s information includes the resolution authorizing the bond sale and the Twenty-Ninth  
142 Supplemental Agreement of Trust required for every bond issue to bring them into parity with all  
143 outstanding debt, under the 1979 trust agreement.

144  
145 Mr. Krueger noted that they would also be approving the form of the bond, and said that the Board  
146 could approve all of this in one motion by approving the resolution.

147  
148 **Ms. Mueller moved to approve the resolution contained in the board materials authorizing**  
149 **the issuance, sale and award of a regional water and sewer system revenue bond of the**  
150 **Rivanna Water and Sewer Authority in aggregate principal amount not to exceed**  
151 **\$10,000,000 and providing for the form, details and payment thereof, including the execution**  
152 **of the Twenty-Ninth Supplemental Agreement of Trust between the Authority and the Bank**  
153 **of New York/Mellon. Mr. Foley seconded the motion.**

154  
155 Mr. O’Connell asked if this would complete the financing of the odor control project.

156  
157 Mr. Wood confirmed that it did, adding that staff would be sending out an email for execution of  
158 the documents sometime during the week after Thanksgiving, with a 20-year term as  
159 recommended by staff.

160  
161 **Mr. Krueger called for a roll call vote: Ms. Mueller – aye; Mr. Jones – aye; Ms. Galvin – aye;**  
162 **Mr. Gaffney – aye; Dr. Palmer – aye; Mr. Foley – aye; and Mr. O’Connell – aye. The motion**  
163 **passed by a 7-0 vote.**

164  
165 Ms. Galvin commented that this “seals the deal” for the communities that have been suffering from  
166 the odor problems by putting money behind the project, and she thanked Mr. Wood for his hard  
167 work.

168  
169 **9.0 Other Items from Board/Staff not on Agenda**  
170 There were none presented.

171  
172 **10.0 Closed Meeting**  
173 There was no closed meeting held.

174  
175 **11.0 Adjournment**

176  
177 **Mr. Foley moved to adjourn the RWSA Board meeting. Dr. Palmer seconded the motion,**  
178 **which was approved by a vote of 7-0.**

179  
180 There being no further business, the meeting adjourned at 2:48 p.m.