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RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
December 11, 2018

A regular meeting of the Rivanna Water & Sewer Authority (RWSA) Board of Directors was held on Tuesday, December 11, 2018 at 2:15 p.m. in the 2nd floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

Board Members Present: Mike Gaffney, Mike Murphy, Liz Palmer, Kathy Galvin, Jeff Richardson, Lauren Hildebrand, and Gary O'Connell.

Board Members Absent: None.

Staff Present: Bill Mawyer, Katie McIlwee, Phil McKalips, David Rhoades, Michelle Simpson, Liz Coleman, Lonnie Wood, Jennifer Whitaker, Bob Clouser, Scott Schiller, Andrea Terry, Austin Marrs, Dave Tungate, and Tim Castillo.

Also Present: Kurt Krueger, RWSA counsel, members of the public and media representatives.

1. CALL TO ORDER

Mr. Gaffney called the regular meeting of the Board of Directors of the Rivanna Water and Sewer Authority at 2:27 p.m.

2. MINUTES OF PREVIOUS BOARD MEETINGS

a. Minutes of Regular Board Meeting on November 13, 2018

There were no changes to the minutes presented.

Dr. Palmer moved to approve the RWSA Board meeting minutes of November 13, 2018. Mr. O'Connell seconded the motion, which passed 7-0.

3. RECOGNITION

a. Resolution of Appreciation for Robert Clouser, Water Operator

Mr. Gaffney read the following resolution into the record:

41 WHEREAS, Mr. Clouser has served in a number of positions, most recently as a Water Operator
42 Class 2 in the Observatory Water Treatment Plant, for the Rivanna Water and Sewer Authority
43 since November, 1997; and

44
45 WHEREAS, over the same period in excess of 21 years, Mr. Clouser has demonstrated leadership
46 in his field and has been a valuable resource to the Authority and its employees; and

47
48 WHEREAS, Mr. Clouser's understanding of the Authority's operation and dedication and loyalty
49 to the Authority has positively impacted the Authority, its customers and its employees; and

50
51 WHEREAS, the Rivanna Water and Sewer Authority Board of Directors is most grateful for the
52 professional and personal contributions Mr. Clouser has provided to the Rivanna Water and
53 Sewer Authority and to its customers and its employees; and

54
55 NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water and Sewer Authority Board of
56 Directors recognizes, thanks and commends Mr. Clouser for his distinguished service, efforts
57 and achievements as a member of the Rivanna Water and Sewer Authority, and presents this
58 Resolution as a token of esteem, with its best wishes in his retirement.

59
60 BE IT FURTHER RESOLVED that this Resolution be entered upon the permanent Minutes of
61 the Rivanna Water and Sewer Authority.

62
63 **Dr. Palmer moved to approve the resolution for Mr. Clouser as presented. Ms. Galvin**
64 **seconded the motion, which passed 7-0.**

65
66 Mr. Mawyer also recognized Duane Houchens, who recently passed the state exam to move from
67 a Wastewater Operator Class 4 to Class 3.

68
69 **4. EXECUTIVE DIRECTOR'S REPORT**

70 Mr. Mawyer reported that work at Birdwood was getting underway with temporary erosion
71 control measures that needed to be put in place before land was disturbed, as well as building
72 temporary access entrances and materials staging areas. He stated that staff was managing that
73 effort, and Rivanna expected pipe to start going in the ground in late January or February. Mr.
74 Mawyer noted that RWSA was scheduled, along with the UVA Foundation staff, to meet with
75 Bellair residents every month as part of an ongoing update meeting to keep them informed. He
76 stated that the pictures presented were of the Sugar Hollow caretakers house and some of the
77 other outbuildings that were there and had now been demolished. Mr. Mawyer noted that this
78 was underway and was part of the project to replace the transfer meter that measured how much
79 water they were conveying from Sugar Hollow to Ragged Mountain Reservoir, and the project
80 was being managed by Scott Schiller and Austin Marrs.

81
82 Mr. Mawyer reported that as part of community outreach, RWSA offered assistance to the
83 Louisa County Water Authority when they experienced water challenges the week of December
84 3rd and put them in contact with Cornwell Engineering, one of Rivanna's consultants. He stated
85 that Pam Baughman of the Louisa Authority indicated that they did not determine what the odor
86 or gas was that had caused the issue, but they had done a sewer line assessment as well as water

87 testing -- which ultimately showed that the water was fine. He noted that the area around the
88 Town of Louisa was where they had the evacuation, and he pointed out the location of the Glen
89 Mary Shopping Center where there were concerns about gas in the water.
90

91 Mr. Mawyer reported that staff continued to have outreach with St. Anne's Belfield and UVA, as
92 well as the Thomas Jefferson Soil and Water Conservation District.
93

94 He mentioned that Katie McIlwee, along with City and ACSA staff, had worked on "Imagine a
95 Day Without Water" that the three entities have sponsored every year. He stated that there had
96 been an awards ceremony several weeks ago to honor the winners of the poster contest
97 associated with that event, and David Tungate's son Max's teacher was awarded, along with two
98 other teachers.
99

100 **5. ITEMS FROM THE PUBLIC**

101 There were no items from the public.
102

103 **6. RESPONSES TO PUBLIC COMMENTS**

104 There were no responses to public comments.
105

106 **7. CONSENT AGENDA**

107 *a. Staff Report on Finance*
108

109 *b. Staff Report on Ongoing Projects*
110

111 *c. Staff Report on Operations*
112

113 *d. Approval of Engineering Services, Term Contract for Professional Wastewater Treatment*
114 *Plant Engineering Services*
115

116 **Dr. Palmer moved to approve the Consent Agenda as presented. Ms. Galvin seconded the**
117 **motion, which passed 7-0.**
118

119 **8. OTHER BUSINESS**

120
121 *a. Comprehensive Annual Financial Report For Fiscal Year Ending June 30, 2018; Mr. Robert*
122 *Huff, Robinson, Farmer, Cox Associates*
123

124 Mr. Huff reported that this was similar to previous reports given to the RWSA, but there was one
125 additional opinion in this report that addressed federal programs -- so there are three total,
126 including the basic financial statement, internal control, and compliance with laws and
127 regulations applicable to federal programs. He stated that those were all "unmodified." Mr. Huff
128 reported that RWSA's financial position ended with a net increase of \$6.2 million, and this was
129 reflected on the balance sheet. He noted that \$376K was added as an additional OPEB liability,
130 and considering the size of a large organization, this was not significant. Mr. Huff emphasized
131 that this was a positive report overall and he commended the Board for their good work and good
132 governance.

133
134 *b. Presentation: Virtual Tours; Crozet Water System, South Rivanna and Observatory Water*
135 *Treatment Plants; Executive Director, Bill Mawyer*
136
137 Mr. Mawyer reported that in May, when they had the granular-activated carbon system grand
138 opening events, members of the Board had suggested having virtual tours of facilities so we
139 could show the public what the facilities look like, particularly with upcoming renovations to the
140 South Rivanna Treatment Plant and Observatory Treatment Plant. He presented videos of three
141 facilities, with the Crozet Water Treatment Plant underway, and the South Rivanna Treatment
142 Plant and Observatory Treatment Plant also featured.
143
144 Board members commented on the good quality of the videos.
145
146 Dr. Palmer asked how big the Beaver Creek watershed was.
147
148 Staff clarified that it was approximately 10 square miles.
149
150 Dr. Palmer stated that her assumption was that it was not forested but was instead a lot of
151 farmland.
152
153 Staff responded that there was farmland but also a lot of forest there as well.
154
155 Ms. Galvin commented that this would be helpful in allowing the public and other entities to
156 understand where the capital improvements went, and it was nice to have some tangible data but
157 also tie it together with visuals of places the facilities were serving.
158
159 Mr. Mawyer stated that he would bring the videos to the Board of Supervisors on January 9, and
160 they were also available for use by the ACSA and City Council, and would be put on the
161 Rivanna website.
162
163 Mr. Murphy mentioned that Mr. Mawyer was not scheduled to give an actual presentation to
164 City Council until April.
165
166 Ms. Galvin commented that they could wait until then, but she felt it was really important.
167
168 Dr. Palmer asked if they had mentioned that the pipeline would be connected from the Rivanna
169 Reservoir to the Ragged Mountain Reservoir.
170
171 Mr. Mawyer responded that staff viewed that as a separate project and video, and planned to do
172 an aerial video of the route.
173
174 Mr. Gaffney stated that this would be good in 2023 when it showed the finished Observatory
175 Water Treatment Plant and the “before and after.”
176
177 Mr. Mawyer commented that they attempted to have the videos strike a balance between positive
178 aspects and areas needing improvement, and he recognized Ms. McIlwee for getting the videos

179 done, Andrew Shurtleff for narrating, and Ms. Whitaker, Mr. Wood, and Mr. Tungate for
180 developing the scripts. He mentioned that the drone technology was amazing, with \$4,800 paid
181 for all three videos.

182
183 Mr. Mawyer stated that budgeting for future videos would be discussed in future CIP
184 discussions.

185
186 Mr. Murphy commented that he found the second two videos more appealing because there was
187 more foliage visible.

188
189 Mr. Gaffney stated that the pipeline route could be easiest to see when covered in snow.

190
191 Mr. Mawyer noted that Rivanna had met with UVA several weeks earlier to discuss the
192 Observatory leases and were moving forward with those efforts, with easements for all the
193 piping crossing UVA property from Ragged Mountain Reservoir to Observatory WTP, and from
194 Observatory WTP to Alderman WPS and through the grounds. He stated there was a separate
195 lease for pumps at the Alderman Road pump station.

196
197 Dr. Palmer asked if this included the end of the new pipeline at the golf course to wherever the
198 pump station would reside.

199
200 Mr. Mawyer responded that it did not yet, but Rivanna was poised to go back to UVA with other
201 easement needs pertaining to the pipeline from Ragged to Observatory. He added that the UVA
202 Foundation had property that would host the southern end of the pipeline and a good section of
203 the northern part beyond Birdwood, and Rivanna would also be coordinating with other property
204 owners regarding Lambs Road, Jouett MS, etc. -- as well as VDOT because of Colthurst Drive,
205 Ingleside Farm, and multiple properties around Route 250. Mr. Mawyer noted that these efforts
206 were all moving along well.

207
208 Mr. Mawyer thanked the Board members for their work in 2018 and wished them happy
209 holidays.

210
211 **9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA**

212 There were no other items presented.

213
214 **10. CLOSED MEETING**

215 There was no closed meeting held.

216
217 **11. ADJOURNMENT**

218
219 **Ms. Galvin moved to adjourn the meeting. Dr. Palmer seconded the motion, which passed**
220 **7-0.**

221
222 The RWSA Board adjourned its meeting at 2:59 p.m.

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232

Respectfully submitted,



Mr. Jeff Richardson
Secretary-Treasurer