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

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

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

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

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

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

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

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

4. EXECUTIVE DIRECTOR’S REPORT

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

Mr. Mawyer reported that as part of community outreach, RWSA offered assistance to the Louisa County Water Authority when they experienced water challenges the week of December 3rd and put them in contact with Cornwell Engineering, one of Rivanna’s consultants. He stated that Pam Baughman of the Louisa Authority indicated that they did not determine what the odor or gas was that had caused the issue, but they had done a sewer line assessment as well as water
testing -- which ultimately showed that the water was fine. He noted that the area around the 
Town of Louisa was where they had the evacuation, and he pointed out the location of the Glen 
Mary Shopping Center where there were concerns about gas in the water.

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

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

5. ITEMS FROM THE PUBLIC

There were no items from the public.

6. RESPONSES TO PUBLIC COMMENTS

There were no responses to public comments.

7. CONSENT AGENDA

a. Staff Report on Finance

b. Staff Report on Ongoing Projects

c. Staff Report on Operations

d. Approval of Engineering Services, Term Contract for Professional Wastewater Treatment 
   Plant Engineering Services

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

8. OTHER BUSINESS

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

Mr. Huff reported that this was similar to previous reports given to the RWSA, but there was one 
additional opinion in this report that addressed federal programs -- so there are three total, 
including the basic financial statement, internal control, and compliance with laws and 
regulations applicable to federal programs. He stated that those were all “unmodified.” Mr. Huff 
reported that RWSA’s financial position ended with a net increase of $6.2 million, and this was 
reflected on the balance sheet. He noted that $376K was added as an additional OPEB liability, 
and considering the size of a large organization, this was not significant. Mr. Huff emphasized 
that this was a positive report overall and he commended the Board for their good work and good 
governance.
Mr. Mawyer reported that in May, when they had the granular-activated carbon system grand opening events, members of the Board had suggested having virtual tours of facilities so we could show the public what the facilities look like, particularly with upcoming renovations to the South Rivanna Treatment Plant and Observatory Treatment Plant. He presented videos of three facilities, with the Crozet Water Treatment Plant underway, and the South Rivanna Treatment Plant and Observatory Treatment Plant also featured.

Board members commented on the good quality of the videos.

Dr. Palmer asked how big the Beaver Creek watershed was.

Staff clarified that it was approximately 10 square miles.

Dr. Palmer stated that her assumption was that it was not forested but was instead a lot of farmland.

Staff responded that there was farmland but also a lot of forest there as well.

Ms. Galvin commented that this would be helpful in allowing the public and other entities to understand where the capital improvements went, and it was nice to have some tangible data but also tie it together with visuals of places the facilities were serving.

Mr. Mawyer stated that he would bring the videos to the Board of Supervisors on January 9, and they were also available for use by the ACSA and City Council, and would be put on the Rivanna website.

Mr. Murphy mentioned that Mr. Mawyer was not scheduled to give an actual presentation to City Council until April.

Ms. Galvin commented that they could wait until then, but she felt it was really important.

Dr. Palmer asked if they had mentioned that the pipeline would be connected from the Rivanna Reservoir to the Ragged Mountain Reservoir.

Mr. Mawyer responded that staff viewed that as a separate project and video, and planned to do an aerial video of the route.

Mr. Gaffney stated that this would be good in 2023 when it showed the finished Observatory Water Treatment Plant and the “before and after.”

Mr. Mawyer commented that they attempted to have the videos strike a balance between positive aspects and areas needing improvement, and he recognized Ms. McIlwee for getting the videos
done, Andrew Shurtleff for narrating, and Ms. Whitaker, Mr. Wood, and Mr. Tungate for
developing the scripts. He mentioned that the drone technology was amazing, with $4,800 paid
for all three videos.

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

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

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

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

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

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

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

9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

There were no other items presented.

10. CLOSED MEETING

There was no closed meeting held.

11. ADJOURNMENT

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

The RWSA Board adjourned its meeting at 2:59 p.m.
Respectfully submitted,

Mr. Jeff Richardson
Secretary-Treasurer