A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on Tuesday, November 19, 2019 at 2:52 p.m. in the 2nd floor conference room, Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia.

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

Board Members Absent: Dr. Tarron Richardson.

Rivanna Staff Present: David Tungate, Lonnie Wood, Michelle Simpson, Austin Marrs, Andrea Terry, Victoria Fort, Jennifer Whitaker, Scott Schiller, Dr. Bill Morris, Katie McIlwee, Bill Mawyer.

Attorney(s) Present: Kurt Krueger.

Also Present: Members of the public and media representatives.

1. CALL TO ORDER
Mr. Gaffney called the November 19, 2019 regular meeting of the Rivanna Water and Sewer Authority to order at 2:52 p.m.

2. MINUTES OF PREVIOUS BOARD MEETINGS
   a. Minutes of Regular Board Meeting on October 22, 2019
Mr. Gaffney asked the Board members if there were any questions or comments about the November 19, 2019 meeting and heard none.

Dr. Palmer moved that the Board approve the minutes of the regular Board meeting of April 23, 2019. The motion was seconded by Ms. Galvin and passed unanimously (4-0). Mr. Richardson and Mr. O'Connell abstained from the vote. Dr. Richardson was absent from the meeting and the vote.

3. RECOGNITIONS
Mr. Gaffney stated there were no recognitions, noting that they had recognized Ms. Galvin for her eight years of service as a Board member during the RSWA meeting.

4. EXECUTIVE DIRECTOR'S REPORT
Mr. Mawyer stated the RWSA has been doing staff training and had completed an excavation and trench safety class. He stated 22 of their employees, and 8 employees from the ACSA, attended. He stated they also had safety training on fire extinguishers from the Charlottesville Fire Department.
Mr. Mawyer stated Senior Engineer Victoria Fort attended UVA’s Major Night and spoke to first-year students about how great it was to work at Rivanna.

Mr. Mawyer stated he, Mr. Tungate, and Mr. Wood went to an informational meeting in Northern Virginia sponsored by the Virginia Risk Sharing Association. He stated it was a good opportunity to network with other authorities from areas such as Loudoun, Alexandria, Fairfax, Fauquier, and Prince William. He stated it was a good discussion about risk management, safety, human resource issues. He stated Mr. O’Connell’s Human Resource person was there also.

Mr. Mawyer stated the City, County, and UVA are planning to dissolve, or have dissolved, the Planning and Coordination Council. He stated they did create the Land Use and Environmental Planning Committee (LUEPC), which has asked for the Rivanna Executive Director to be a member of that committee. He stated this would entail new responsibilities. He asked Mr. Richardson if this was final.

Mr. Richardson replied that the City Council has approved it, as well as the County Board of Supervisors. He stated UVA was the recommending body.

Dr. Palmer stated she thought they had the PACC on Thursday that was supposed to make the final vote on dissolving themselves.

Mr. Richardson explained that the City and County Attorneys stated that since those members are members of the Council, and because those members are also members of the PACC, that there was not any need to do that.

Dr. Palmer stated this was great and that she had not been informed of this.

Mr. Mawyer stated Rivanna would be a member of the LUEPC.

Mr. Richardson noted on the prior discussion during the RSWA meeting about the interest for environmental and sustainability topics, that this professional working group will include City, County, and UVA and the list of topics includes the environmental and sustainability efforts that are going on by all three organizations, with an eye on partnership and collaboration. He stated this was somewhat different from what Dr. Palmer had brought up, but that it was a parallel track.

Mr. Mawyer stated the month before, they had talked about the possibility of drought actions. He stated they held off to wait and see what the rain did in October, and that they received 7.5” of rain in October, which was 4.5” more than the October normal. He stated in the local area, the year to date rainfall was equal to normal, and therefore the drought conditions have subsided. He stated it appears that the National Weather Service was planning to remove Virginia from its drought watch, as was the State.

Mr. Mawyer stated that the new chart from November 14 shows the whole State in green (normal), with a couple of yellow areas and one red area in Southeast Virginia. He stated it was clear that for Central Virginia and the Middle James region, the precipitation, ground water,
reservoir and stream flows are all green, meaning normal. He stated they were thankful that we avoided the drought issues.

Mr. Mawyer noted on a related matter that the Authority began transferring water from Sugar Hollow Reservoir on October 28 to refill Ragged Mountain Reservoir. He presented a slide representing Sugar Hollow and the pipeline that supplies water to Ragged Mountain. He stated he gave a scenario in the Executive Director's report that around October 28, they were about 130 million gallons below normal at Ragged Mountain, which is just less than 10% of its 1.4 billion gallon capacity.

Mr. Mawyer stated they have been transferring about 3 million gallons a day through the Sugar Hollow pipeline. He stated on the other end, they withdrew about 1.5 million gallons for the Observatory Treatment Plant, so the net gain was about 1.5 million gallons per day. He stated that doing the math, dividing a deficit of 130 million gallons by 1.5 million gallons per day would mean it takes about 87-90 days to refill Ragged Mountain through the Sugar Hollow pipeline.

Mr. Mawyer stated another data point is that the pipeline from South Rivanna to Ragged Mountain that is planned for the future is able to transfer about 25 million gallons per day, and after withdrawing 1.5 million gallons per day at Observatory, they could refill Ragged Mountain Reservoir in about six days with a 130 million gallon deficit, compared to 90 days, when that pipeline is available. He stated this would likely come more to the forefront in the spring, when they complete the urban water demand study.

Mr. Mawyer stated they have done the reservoir bathymetric studies, so they know how much water they have, and they are figuring out how much water the community will use in the future. He stated that this could be a data point as they look at the CIP and where they keep the project to build the pipeline. He stated that this would be for the RWSA Board's discussion and decision.

Mr. Gaffney asked if that movement of water could have occurred that summer as well, as South Rivanna was overflowing the whole summer.

Mr. Mawyer replied that generally on any day that South Rivanna is overflowing, they have an opportunity to transfer. He stated that it doesn’t have to be overflowing, but ideally it is so that they can capture the water that is going down the Rivanna River on its way to the bay and use it to refill the reservoir.

Ms. Galvin stated this was very important and was like a marketing or branding element.

Mr. Mawyer stated that another quality issue was if the Rivanna Reservoir was muddy, they wouldn’t have to transfer, but could wait until times like that day when it is full and overflowing, but the water is clear, and pump less turbid water over to Ragged Mountain. He stated they would be able to do it quickly, in six days rather than 90 days. He stated they cannot be selective with water from Sugar Hollow and that they have to transfer the water when it is available.
Mr. Mawyer stated he wanted to celebrate the fact that they have completed calibration of all the 25 meters that they have in their wholesale master meter program. He credited Ms. Fort, Mr. Schiller, Mr. George Cheape, Mr. Brian Baird, and Ms. Whitaker for this. He stated Ms. Fort has created a report sheet and that the first wholesale water metering monthly sample report could be found in the back of tab 7c.

Mr. Mawyer stated that there would be a presentation on this in December with more details, and what they will show is the total amount of water that the City meters have recorded versus the ACSA meters. He stated these are compared to the amount of water that is allocated in the Water Cost Allocation Agreement from 2012. He presented a graph on the screen, explaining that it showed 11.99 MGD, which is the contract amount allocated to the ACSA. He stated it was not the correct data set, but with a sample data set, they are averaging 4.49 MGD, which was far below the allocation.

Mr. Mawyer stated that on the next page, it showed that the City is allocated 6.71 million gallons per day in accordance with the agreement. He noted again that it was not the correct data, but with the data set they used, the City was averaging 4.6 million gallons per day.

Mr. Mawyer stated this reporting is used to monitor the usage of the parties. He stated if one party were to exceed its allocation, the contract then requires a true up of the expenses. He stated the ACSA pays 85% and the City pays 15% for the dam construction project. He stated the ACSA would pay 80% of the cost of the pipeline from South Rivanna to Ragged Mountain, and the City would pay 20%.

Mr. Mawyer stated this is a system of 25 meters used to monitor the usage and flow throughout the month, noting that they have to gather a month’s data and then a year’s data before they can comply with the contract and then have the year’s average usage, which would be the first valid data point to compare to the contract allocation. He stated that therefore, they were about a year away from getting the data the contract required.

Ms. Galvin stated that this was good to see before she leaves.

Mr. Mawyer stated that assuming the ACSA Board of Directors approves the joint resolution to eliminate the Buck Mountain property surcharge on Thursday, all four of the parties (County, City, ACSA, and Rivanna) will have approved the joint resolution, and the surcharge will have been eliminated. He stated this cost has been charged for new water connections since 1984.

Mr. Mawyer stated that the Authority refinanced about $17.6 million in bonds they had, on which they were paying approximately 3.9% interest rate. He noted that they refinanced at a lower rate (near 3.06%). He stated that Mr. Wood and his group did a great job on this and that it would save about $95,000 per year in debt service and over $2 million over the remaining term of the original bonds, which was 24 years.

Mr. Mawyer stated that he, Mr. Tungate, Mr. McKalips, and David Rhoades went to Spotsylvania County several weeks prior to look at their biosolids composting facility in
Livingston, where they make and sell the “Livingston Blend Compost.” He stated that they take all the biosolids from the wastewater plants in Spotsylvania and have quite the facility there, which is adjacent to their landfill. He stated that RWSA has been investigating an opportunity to partner with them, if RWSA needs to find a different or less expensive place to take their biosolids, as Livingston is about half as far as McGill.

Dr. Palmer stated she had thought they were more expensive than McGill.

Mr. Mawyer stated they currently are more expensive, but that RWSA is still talking with Livingston to see if there is any opportunity to improve the price. He stated that it was a nice plant, across the bridge from Lake Anna, and it was a good tour.

Mr. Richardson asked if Mr. Mawyer had noticed an odor there.

Mr. Mawyer stated that it was freezing cold and windy, so he did not.

5. ITEMS FROM THE PUBLIC

Mr. Gaffney opened the meeting to the public.

As no one came forward to address the Board, Mr. Gaffney closed this portion of the meeting.

6. RESPONSES TO PUBLIC COMMENTS

Mr. Gaffney stated 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 Board Meeting Schedule for Calendar Year 2020

e. Approval of Work Authorization and Capital Improvement Plan Amendment – Urban Water Demand and Safe Yield Study; Hazen and Sawyer Engineers

Mr. O’Connell moved that the Board approve the Consent Agenda. The motion was seconded by Dr. Palmer and passed unanimously (6-0). Dr. Richardson was absent from the meeting and the vote.

7. OTHER BUSINESS

Joint meeting with the Rivanna Solid Waste Authority (RSWA) – 2:52-3:13 p.m.

a. Strategic Plan Update

Ms. Katie McIlwhee stated that the last time a Strategic Plan update was provided was during the Year One wrap-up. She reviewed the values, vision, and mission statements of the Strategic Plan, which are found on posters around the Authority.
Ms. McIlwee stated that the Goal teams are still working on the same six goals. She stated that the Goal Teams came together at the end of Year One and examined their strategies to decide if they had been completed or needed to move them into Year Two. She stated that three new strategies were started, and the Goal teams collectively are working on 14 strategies, and from those 14 strategies, the Goal Teams developed 58 new tactics for Year Two.

She stated that some of the highlights for each Goal Team will consist partly of planned tactics and partly of everyday tasks. She stated that going into Year 2, they realized that much of what they do on an everyday basis folds into the Strategic Plans, and accomplishing each strategy will consist of more than just the tactics they have developed. Because of this, she stated that they were taking a more blended approach this year.

Ms. McIlwee stated that Workforce Development Goal Team is currently working on one strategy, and that is to conduct a training needs assessment and enhance the training program. They completed project planning courses for several management trainings with PVCC. She stated that they began Virginia Risk Sharing Association (VRSA) online training, that the Authority is now a member of. She stated that VRSA also has a video library where they have been able to access videos for different topics such as preventing sexual harassment and incident reporting training.

Ms. McIlwee stated that some of the next steps for the Workforce Development Goal Team are to continue working with PVCC to develop a math tutoring programs for water and wastewater operators, who will be sitting for tests for the next higher license. She stated that the Workforce Development team also wants to look at using social media to begin recruiting to try to reach a wider audience for vacant positions. She stated that they also want to expand new employee orientation to encompass a full day to better cover HR, payroll, benefits, and safety topics.

Ms. McIlwee stated that the Operational Optimization Goal Team is working on two strategies. She stated that first, they will continually evaluate, prioritize, and improve key business processes and operational processes. She stated that this included evaluating the biosolids composting and disposal, which included touring several facilities, such as Spotsylvania and McGill. She stated that RWSA is now a member of the Biosolids Council and is attending quarterly meetings. She stated that processes at the South Rivanna Water Treatment Plant have been optimized with regards to the belt press operation, and they hired a contractor to clean the EQ Basins to remove excess filter material.

Ms. McIlwee stated that the corrosion inhibitor study was recently completed, and they have been working with the City and ACSA to develop a press release to get this information out because the change to the new, blended product will happen in December.

Ms. McIlwee stated that the next steps are to implement the new corrosion control inhibitor product at all the water treatment plants, install high-speed internet at South Rivanna, and to install a nitrogen sensor at Moores Creek Wastewater Treatment Plant.
Ms. McIlwee stated that another goal of the Operational Optimization Goal Team was to protect the workforce and the public through continually growing a culture of safety. She stated that this included reviewing the Risk and Resiliency Report as required by the American Water Infrastructure Act (AWIA). She stated that they are installing the remaining web-based cameras at some of the facilities so they can better remotely monitor them. She stated that they also completed a security assessment at Moores Creek which included locking the doors, installing new locks, and having an officer present at Board meetings.

Ms. McIlwee stated that the next steps will be to continue to integrate additional web-based cameras, and complete the AWIA report by January.

Ms. McIlwee stated that the Communication and Collaboration Goal Team has three strategies it is working on. She stated that they will create and maintain internal communications platforms. She stated that they have started to demo Microsoft Teams as an internal collaboration tool, which can be used to work on projects in a collaborative, virtual environment. She stated that DocLink, their new document management software, is being developed and implemented. She stated that they would continue communication and collaboration with the Employee Council and publish the bi-monthly newsletter.

Ms. McIlwee stated that the next steps for this strategy are to continue implementation of Teams and DocLink, and communication with employees through the newsletter, Employee Council, Employee Portal, etc.

Ms. McIlwee stated that another strategy is to create and implement a comprehensive public outreach plan. She stated that they recently awarded a contract to two contractors for photography and videography services. She stated that the plan is to get updated photos for the website and also to continue to make facility and project videos. She stated that they would like to do that for the larger projects, including the Community Water Supply Plan.

Ms. McIlwee stated that there has been talk with the Workforce Development team about developing an employee orientation, with a welcome video. Additionally, she noted that they would continue to provide tours to schools and civic groups.

Ms. McIlwee stated that the team’s last strategy is to enhance internal and external communication. She stated that they participated in community events, such as the United Way Day of Caring, Imagine a Day Without Water, and Rivanna Flow Fest. She noted that the Engineering department participates in a monthly Technical Advisory Committee meeting with the City and ACSA. She also noted that they continue to hold quarterly internal team events.

Ms. McIlwee stated that the next steps for this strategy are to continue to participate in those types of events and meetings. She stated that they were planning the next manager’s meeting with the City and ACSA, and are also planning to hold another Central Utilities Managers Mixer, where they have utility managers from a 30-mile radius (including those from Augusta County, Lynchburg, Louisa, and Amherst) come for a meet-and-greet.
Ms. McIlwee stated that the Environmental Stewardship Goal Team is also working on three strategies, one of which is to increase internal environmental engagement. She stated that much of this involved working with the Communication and Collaboration group. They have also established an Employee Environmental Council. She stated that they will continue to look for activities such as stream cleanups, tree plantings, and other ways to engage employees. She stated that they provide regional leadership and environmental stewardship partnerships. She stated that this included Imagine a Day Without Water, Flow Fest, and tree plantings. She noted that they participate in the Stormwater Partnership as well as the Rivanna Renaissance Conference.

Ms. McIlwee stated that the next steps will be to continue those partnerships and to look for additional ways to go out into the community to explain what the Authority does, or lend expertise on environmental stewardship topics.

Ms. McIlwee stated that the last strategy for this group is to evaluate potential opportunities for additional environmental activities at the Authority’s facilities. She stated that a major part of this strategy is the Buck Mountain Master Plan, that is currently underway. She stated that another partnership was with Solid Waste Services for the oyster shell recycling program at McIntire, as well as the political sign recycling program.

Ms. McIlwee stated that the next steps for this strategy will be to complete the Buck Mountain Master Plan and present the findings to the Board, to review the Wetland Mitigation Grading quotes and award that project, and to evaluate the potential for use of solar at the Authority’s facilities.

Ms. McIlwee stated that the Solid Waste Services Goal Team is currently working on two strategies. One of these strategies is to determine community needs and preferred level of service. She stated that Solid Waste is also continuing to provide tours to local schools and provide talks to local civic groups. She noted that they completed the Composting Master Plan. She stated that the next steps will be to continue more collaboration with groups such as SWAAC and local schools. She stated that they will enhance partnerships with local government and UVA.

Ms. McIlwee stated that the Solid Waste Services Goal Team would like to create a recycling video competition. She stated that they have defined the details of the contest such as judging, start and end dates, and awards. She stated that some of their next steps will be to decide how they want the contest to run, how to market it, and how to reach out to the schools to get the word out about the competition.

Ms. McIlwee stated that there is also a glass recycling program with the other localities, as the Board had heard about earlier.

Dr. Palmer stated that she had had a conversation with Mr. McKalips about who exactly from the schools they should work with regarding the video competition, noting that they had tried this before and it hadn’t panned out. She asked if this was what Mr. McKalips had been talking about with the video contest, or if it was something additional.
Mr. McKalips replied that it included both of the outreach programs they are trying to do. He stated that they want to educate consumers and provide more tours, to give the community a sense of who the Authority is and what it does.

Mr. McKalips stated that regarding the video competition, this was similar to Imagine a Day Without Water. He stated that they thought the best place to reach out to people would be through the school system.

Ms. Galvin asked who they were reaching out to in the City schools.

Mr. McKalips stated that it has been some ad-hoc talk to specific teachers, but that he couldn’t remember the names. He recognized at this point that he is missing a large segment of potential participants, and that it needed some more organization.

Ms. Galvin expressed that environmental and solid waste topics would be popular with high schoolers. She suggested reaching out to some School Board members.

Dr. Palmer stated that the SWAAC Operations Committee had this conversation on Monday. She stated that Mr. McKalips took on the task of figuring out who exactly would be the appropriate person.

Ms. Galvin asked if this was for Albemarle County Schools.

Dr. Palmer replied yes.

Ms. Galvin wanted to know if he had talked to anyone from City schools.

Mr. McKalips stated that he would have to look at the names.

Ms. McIlwhee stated that the Infrastructure and Master Planning Goal Team is continuing to implement an Authority-wide asset management program. She stated that for Phase II, the scope of work for program development has been completed. She stated that they are providing data to the consultant and are developing an RFP for procurement of a CMMS software. She stated that they recently completed the bond refinancing.

Ms. McIlwhee stated that the next steps will be to use the collected data to begin development of an asset hierarchy structure and inventory, and advertise the RFP.

Ms. McIlwhee stated that the team’s other strategy is to develop and maintain long-term Master Plans for all critical assets. She stated that they developed a list of all the asset classes to use within their Master Plan matrix, confirmed Master Plan champions, and have begun to implement projects from the Technology Master Plan (including Doclink, which is one of the Communication and Collaboration team’s goals as well). She stated that they also began to develop a procedure to link the Master Plan matrix to the CIP development process.
Ms. McIlwee stated that the next steps will be to prepare a draft procedure for asset class master plan champions and have the team review and comment. She stated that they will also complete the development of the Master Plan’s CIP matrix.

Dr. Palmer stated that she had a comment about environmental issues and sustainability. She stated that when she was reading over the minutes from the last RSWA Board meeting, she read a portion where they were discussing the City and the County’s efforts to try to incorporate sustainability, greenhouse gas emissions, and climate change into the decision-making process and trying to quantify it in the absence of a carbon tax. She stated that Ms. Galvin stated they have never had a work session on sustainability and those types of issues, but there had been a lot of conversation around that topic.

Dr. Palmer stated that she knew Rivanna had been doing a lot to be more energy efficient over the years and had been listening to all the efforts along those lines for several years now. She stated that it would be nice to get an idea of where the Authorities are on sustainability issues. She stated that UVA and the City making those efforts, and the County is doing it as part of their Climate Action Plan.

Dr. Palmer stated that she recently participate in a panel at the Virginia Recycling Association membership meeting, and that panel had staff representatives from UVA, City, and County, as well as herself, and Mr. Corker from Corker Composting. She stated that the discussion centered on how the different entities are trying to incorporate solid waste into climate action planning, and that it was a good discussion.

Dr. Palmer stated that she thinks the City and the County need to understand what Rivanna is doing so they can at least start to talk about it and incorporate it into their thought process. She noted that this also may come in handy when they are making decisions in the future about the forestry plan. She stated that all these things need to be taken into consideration and that they need to be able to quantify it in some way.

Ms. Galvin stated that perhaps there was an opportunity for a work session between staff.

Mr. Mawyer stated that the Authorities have to start internally to get their thoughts together, and perhaps get some consultant help with greenhouse gas and carbon footprint.

Ms. Galvin stated that she was calling a meeting between the City’s Office of Sustainability and their Tree Commission to examine where the synergies exist. She stated that the City’s trees have been relegated to being part of the Parks and Recreation Department but are increasingly becoming more important from the carbon sink phenomenon, and that preserving urban forests is huge. She stated that they were crossing silos in the City, but that there should also be silos crossed between agencies.

Mr. Mawyer stated that the Authority did recently work with Ms. Hildebrand about using methane gas from the wastewater process and whether the City could use that. He stated further, that there was thought around whether they are going to continue to use the methane in their processes to make heat for the digestors and potentially making electricity for the grid.
Ms. Galvin stated that it could be a matter of brainstorming what everyone is doing and getting it on a map.

Mr. Maver stated that there could be some way to quantify the benefits in regard to greenhouse gas and carbon footprint. He stated that the Authority needed help in how they calculate those things.

Dr. Palmer stated that she would like to know, collectively, what the Authorities are doing. She stated that having a starting place of what was happening would be helpful to her.

b. Comprehensive Annual Financial Report Fiscal Year Ending June 30, 2019

Mr. Robert Huff of Robinson, Farmer, Cox Associates presented. He reiterated that his comments were applicable to the RWAs. He stated that their opinion is unmodified, and internal controls were operating as described. He stated that they had no differences with management.

Mr. Huff added that with the report, RWAs achieved the Certificate of Achievement for Excellence in Financial Reporting, which was noteworthy. He stated that the numbers were much larger for the RWAs, with $360 million in assets and a net position increase by $5.2 million, which is a 4% year over year increase. He stated that this all boded well for the RWAs, moving forward, and concluded his remarks.

c. Observatory and South Rivanna Water Treatment Plant Construction Project Update

Mr. Scott Schiller, Engineering Manager, presented. He stated that this project went out to advertisement for bids last week. He stated that he would provide a brief update on the project, the schedule, and discuss some of the components of the project.

Mr. Schiller presented the current site plan for South Rivanna. He stated that this was post-GAC, indicating to a GAC facility which has the vessels, contactors, and intermediate pumps. He indicated to a chlorine contact tank. He stated that these were added during the GAC project, as well as a liquid lime facility.

Mr. Schiller stated that as part of the current project being put out to bid, additional significant facilities were being added, including an extension onto the filter building for two additional filters, enclosing of the liquid lime storage area, an Administration Building for the Water Department, and an alum and fluoride storage building. He stated that it also included a number of improvements to the sedimentation basins and the flocculation basins as well as electrical improvements.

Mr. Schiller stated that he would review the major components and focus more on renderings. He presented a picture of the filter building, explaining that they would add two filters to the end of it. He stated that they have four existing filters and would be adding two more, which would allow for the more reliable treatment of 12-MGD. He stated that this was important as they move into the phasing of the project.

Mr. O'Connell asked if this would allow them to add filters more at the end of the building.
Mr. Schiller replied yes, indicating to some additional space on the picture for potential 16-MGD expansion as well. He stated that they had learned their lesson, as there was a blower located there that was installed during the GAC project, and they relocated it to a spot where they wouldn’t have to relocate it again for the 16-MGD improvement.

Mr. Schiller stated that there was also a fluoride and alum storage building. He stated that currently, alum is stored in the third level of the filter building with no room for expansion. He stated that in order to give them the appropriate amount of space, they are building a new building for this, as well as for fluoride. He showed a picture of the inside of the building, pointing out the tanks and chemical feed equipment. He also indicated translucent removal panels that can be removed to get the tanks out in the future.

Mr. Schiller presented a picture of the liquid lime facility that was built during the GAC project. He stated that there is lime stored in the tanks, and also an electrical building. He stated that everything works well during warmer weather but when it gets colder, there are issues with freezing of the lines. He stated that they heat-trace the lines, but it is not as reliable as they would like it to be, so they decided to enclose all of this in the building to heat the space. He stated that this was the same concept applicable to the other chemical storage building.

Mr. Schiller presented a picture of the new Administration Building, which includes offices for all the managers as well as the treatment supervisors, a conference room, lunchroom and kitchen, bathrooms, locker rooms, and a workspace for the operators. He stated that this would allow them to pull many of the management personnel into one location as opposed to being scattered throughout the area.

Dr. Palmer asked who in the current Administration Building would be move to the new Administration Building.

Mr. Schiller stated that no one from that building would move. He stated that the new building would move staff that are currently in another location at South Rivanna that is being repurposed for a control room and lab, and staff from Observatory as well. He stated that there are also staff in an office in the Sludge Processing Building who will be moved into the new building. He stated that moving these personnel together into one building would assist with deficiencies in communication.

Mr. Schiller stated that this was the majority of the South Rivanna work in terms of the buildings and filter expansion. He stated that he didn’t talk about the basins, but that there were new mud valves and gate valves associated with that.

Mr. Schiller presented the existing site plan for the Observatory Plant as it was developed under the GAC project. He indicated on the plan the GAC facility, which has the vessels with the contactors. He stated that there is also the intermediate pump station there, as well as the chlorine contact tank and other existing facilities.
Mr. Schiller stated that in terms of the new proposed plan and what is out for bid currently, some of the major things they are doing include improving the entrance. He stated that large vehicles, especially lowboys, bottom out going over the hump coming into the facility, so they are going to level this out and create a smoother path.

Mr. O’Connell asked if this would take care of the GAC replacement issue.

Mr. Schiller replied yes. He stated that they will also create a loop road, which will be important for chemical deliveries as well as GAC deliveries. He stated that they currently have to make a significant effort to exit and that this loop road should alleviate the issues.

Mr. Mawyer noted the retaining wall on the east side.

Mr. Schiller replied that there was a retaining wall that begins to fall off as its heads towards the football stadium. He stated that it would help support the new loop road.

Mr. Schiller stated that they will have a new, large chemical storage building. He indicated where the plan shows an expansion of the GAC facility. He stated that this is being bid as an alternate in contract documents, so they will see how the pricing comes back and bring it to the RWSA Board for approval, if it seems to be a fair value. He stated that this had not been updated in the budget.

Mr. Schiller indicated where the plan shows an expansion to the filter building, where they will put in some new backwash pumps. He stated that they would be demolishing two of the sedimentation basins (1 and 3).

Mr. Schiller presented the proposed future 20-MGD site plan. He stated that the thought was that as they move to 20-MGD in treatment capacity, they will essentially have to build a parallel treatment plant in order to produce an adequate amount of water from the existing plant. He stated that the location where the existing sedimentation basins 1 and 3 are will be new flocculation and sedimentation basins and filters. He stated that getting those basins out of the way now will help provide that opportunity in the future. He stated that there are additional GAC facilities and that one of the lagoons will be repurposed for a new high service pump station as well as an additional point of contact.

Mr. Schiller stated that this has all been discussed with UVA, so they are aware of the 20-MGD layout and some of the space needs on that site.

Mr. Schiller stated that as far as general improvements, they are doing improvements to sedimentation basins by putting in plate settlers. He stated that they were building a new water flume. He stated that they were completely rebuilding all the filters and the filter gallery piping. He stated that there were many additional improvements that were being done, but that he was focusing on the larger buildings.

Mr. Schiller presented renderings of the new chemical building. He also showed the existing pretreatment building, as well as the flocculation and sedimentation basins. He explained that these
were views from the plant side and from McCormick. He stated that it seemed this will be beneficial as it blocks the view of a number of facilities on the plant, so this had been well received thus far.

Mr. O'Connell asked if this was all brick.

Mr. Schiller replied yes, explaining that the brick will match the existing structures.

Mr. Schiller presented an internal layout, noting that it was two stories. He stated that one floor will contain alum and liquid lime. He stated that the upper level will have fluoride and corrosion inhibitor storage. He stated that it will be a fairly large building.

Mr. Schiller stated that they would be expanding the GAC system. He stated that they are proposing an alternate bid item, and that they currently have two vessels or contactors as well as bypass piping, valves, and flow meters in the other portion of that building. He stated that they will be adding four vessels to this for a total of six vessels, and that they are doubling the footprint of the building to add those vessels and get them up to a more appropriate treatment percentage.

Mr. Schiller presented a picture of the existing filter building on the outside, as well as where the addition will be. He stated that a couple new backwash pumps would be there, as well as blowers as part of the backwash process. He stated that the existing backwash pumps were down in the gallery and there was no way to pull those pumps as they were installed. He stated that these will be moved out and provide an opportunity for those to be better accessed. He stated that they would also demolish all the piping in the gallery and replace it. He stated that it was a comprehensive filter improvement project, as well as rebuilding the filters themselves. He stated that they would replace the underdrains and all the media to allow for a new filter process.

Mr. Mawyer stated that in the video they made of the renovations, they showed the piping in the gallery that needed to be replaced.

Mr. Schiller stated that as far as the overall schedule, they advertised last week for bids. He stated that they were currently looking at December 19 as the bid opening. He stated that they would then plan to bring this to the Board in January for approval and then based upon getting contracts signed, they would likely start construction in March.

Mr. Schiller stated that some of the more important parts of this are that they would begin construction at the South Rivanna plant. He stated that the Observatory plant shutdown from December 2021 to February 2022 was very important and could not be rescheduled because it coincides with the UVA holiday break. He stated that they have to completely take the plant down to do some of the improvements he had just mentioned. He stated that the first phase will be important to ensure they have the new filters and reliability at South Rivanna to provide the flow they need to the urban system prior to the shutdown at Observatory.
Mr. Schiller stated that they anticipate final completion of the project in Fall 2022 for both facilities. He stated that for an overall estimated contract or construction budget, they were looking at anywhere from $30 million to $35 million.

Mr. O'Connell asked if there was a lot of interest from contractors.

Mr. Schiller replied yes. He stated that they had a number of general contractors attend the contractors’ breakfast and had a number of people inquiring immediately once the ad ran. He stated that they were also made aware that there were a couple of treatment plants that will be bidding in January, and that Rivanna’s bid opening in December should be a benefit as far as getting some good pricing ahead of those other projects.

Dr. Palmer asked if at the end of substantial completion in 2021 for the South Fork Rivanna Treatment Plant, the capacity of that plant will be 12 MGD. She asked if the Observatory Water Treatment Plant’s final completion would be Fall 2022, with the capacity of that plant being 10 MGD.

Mr. Schiller replied this was correct.

Mr. Mawyer stated that the capacities were not quite equal, but close. He stated that they considered going to 12 MGD at Observatory, but it was a significant cost increase, so they didn’t think the value was there when they didn’t need 20 MGD for quite a while. He stated that there could be expansion of several MGD in the decades to come, but there wouldn’t be value in doing it now. He stated that they would rather put any extra money in the new additional GAC than into more treatment capacity.

Dr. Palmer asked what the status was on the South Fork to Ragged Mountain pipeline acquisition of easements.

Mr. Mawyer replied that they made a number of offers to people and were negotiating with businesses and private entities throughout the route, particularly around Birdwood, Reservoir Road, and the Barracks Road area. He stated that going back to the north, there are Albemarle County Schools and that Rivanna is talking with them to go back behind Albemarle and Jouett. He stated that coming up Lambs Road, they would go down Rio Road, which involves talking to VDOT. He stated that there may be private properties down Woodburn Road they will have to deal with.

Dr. Palmer asked if they had acquired any easements at that point, or if they were still working on all of them.

Mr. Gaffney replied that they had gotten Birdwood.

Dr. Palmer stated that this was a big one and she was very glad this happened.

Mr. Mawyer stated that they had “irons in the fire” with most of the properties along the route but that they hadn’t completed any of the acquisitions yet.
Mr. Gaffney asked if Birdwood and the Foundation made up a third of the route.

Mr. Mawyer replied that it was a huge part of the route because it goes across the Faulkner property over to Colthurst Drive.

Dr. Palmer asked if they had the rest of the Foundation property behind the Birdwood Golf Course.

Mr. Mawyer replied that they did not have it, but that they were working with them on it. He stated that the UVA Foundation has property to the north and to the south of the Birdwood section that was built.

Mr. O’Connell asked if Mr. Mawyer had any idea how many months out they would have the property.

Mr. Mawyer deferred to Ms. Fort.

Ms. Fort replied that she believed they would have offers out to all private and public property owners by sometime in the spring, and then from there, they can continue to negotiate. She stated that they were at a point where they may be coming to an agreement with some of the private property owners fairly soon, and that it has been a matter of back-and-forth negotiation with the property owners.

9. OTHER ITEMS FROM BOARD/STAFF NOT ON AGENDA

There were none.

10. CLOSED MEETING: Lease or Acquisition of Real Property

At 3:49 p.m., Dr. Palmer moved that the Board of Directors of the Rivanna Water and Sewer Authority enter into a closed meeting to discuss the lease of real property and consultation with legal counsel regarding such lease, as permitted by Section 2.2-3711.A.3 and A.8 of the Code of Virginia. The motion was seconded by Ms. Hildebrand and passed unanimously (6-0). Dr. Richardson was absent from the meeting and the vote.

At 4:32 p.m., the Board reconvened in open session and Dr. Palmer moved that the Board certify by a recorded vote that, to the best of each member’s knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting. The motion was seconded by Mr. Richardson and passed unanimously (6-0). Dr. Richardson was absent from the meeting and the vote.

11. Adjournment

At 4:32 p.m., Dr. Palmer moved to adjourn the meeting of the Rivanna Water and Sewer Authority. The motion was seconded by Ms. Galvin and passed unanimously (6-0). Dr. Richardson was absent from the meeting and the vote.
Respectfully submitted,

Jeff Richardson
Secretary - Treasurer