

**Louisa County Water Authority
Board of Directors
February 12, 2025
(moved to February 19, 2025, virtually, due to inclement weather)**

MEMBERS PRESENT: Mr. Judson Foster, Chairman; Mr. Douglas Smith, Vice-Chairman; Mr. Tom Filer; Mr. Byron Wilson; Mr. David Kies; Mr. Robert Morgan; Mr. Bob Hardy

OTHERS PRESENT: Ms. Pam Baughman, General Manager; Ms. Danielle Mychajlonka, Human Resources Manager; Ms. Patricia Smith, County Attorney; Mr. Manning Woodward, Louisa County Board of Supervisors (*arrived at 6:15 pm*)

A. Call to Order

Chairman Foster called the meeting to order at 6:00 pm.

1. ADOPTION OF THE AGENDA

Chairman Foster asked if there were any changes or additions to the agenda. Hearing none, Mr. Hardy made a motion to adopt the agenda as presented. The motion was seconded by Mr. Wilson and carried 7-0.

B. Presentations

C. Citizen Information

D. Consent Agenda

2. APPROVAL OF THE MINUTES:

A. JANUARY 15, 2025 – REGULAR BUSINESS MEETING

3. TREASURER'S REPORT:

- A. O & M REPORT / CAPITAL REVENUE & EXPENDITURE REPORT – JANUARY 2025
- B. APPROVAL OF DISBURSEMENTS – JANUARY 2025
- C. CONSTRUCTION FUND – JANUARY 2025
- D. SECOND QUARTER SUMMARY STATEMENT OF REVENUES
- E. SECOND QUARTER SUMMARY STATEMENT OF EXPENDITURES
- F. SECOND QUARTER DETAILED STATEMENT OF REVENUES
- G. SECOND QUARTER DETAILED STATEMENT OF EXPENDITURES
- H. INVESTMENTS
- I. REGIONAL SEWAGE EXPENSE AND REVENUE
- J. NORTHEAST CREEK PAID CONNECTION FEES AND ALLOCATIONS
- K. ZION CROSSROADS PAID CONNECTION FEES AND ALLOCATIONS

The General Manager stated that on page 1 of the Treasurer's Report under the Operations & Maintenance (O & M Report) the date should be January 2025, not December 2024.

The Board reviewed the Consent Agenda, Treasurer's Report and Second Quarter Statements. Upon completion of the review, Mr. Kies made a motion to approve the Consent Agenda, Treasurer's Report and Second Quarter Statements, including the corrected date. The motion was seconded by Mr. Filer and carried 7-0.

4. Fishing Permits

The current Fishing Regulations has been provided to the County Attorney and Deputy County Administrator Coon. Ms. Smith, County Attorney reviewed the current fishing regulations and agrees that we use the same language for both reservoirs.

The Board discussed not charging for fishing permits and how we would know who would be on the property.

Mr. Smith asked for research on security measures at the Northeast Creek Reservoir to protect the drinking water source.

E. Old Business

5. Right-of-way clearing

The Board of Supervisors approved the Memorandum of Understanding (MOU) and approved the purchase of the skid steer, bush hog and mulching attachment at the February 3, 2025 Board of Supervisors meeting. The Authority has signed the MOU and it has been returned to the County.

F. New Business

Mr. Manning Woodward arrived at 6:15 pm.

6. PRELIMINARY BUDGETS:

- A. PRELIMINARY REVENUE BUDGET
- B. PRELIMINARY EXPENDITURE BUDGET
- C. UPDATED CAPITAL BUDGET – 5 YEAR PLAN

The Board reviewed the Preliminary Budget information.

Several items were discussed, including the removal of the fishing revenue, skid steer maintenance, a connection fee for AWS, salary budget, consideration of a third party for cybersecurity, and the total overall water expenses.

These issues will be considered and included or removed from the next preliminary budget cycle.

7. LOUISA REGIONAL WWTP – PARKSON HYCOR HELISIEVE FINE SCREEN / AUGER

The Louisa Regional WWTP Parkson Hycor Helisieve fine screen / auger system has failed and is no longer supported. One side was added with the 1996 upgrade and rebuilt in 2012. The second side was added with the 2010 upgrade. Our contract electrician has worked on it to bring it online temporarily. The current system is antiquated, and parts are unavailable. The cost to replace both is approximately \$110,000/each.

The County of Louisa and the Town of Louisa have been notified. The County is willing to move forward with replacing both as soon as possible. The Town of Louisa has not responded to my email.

The General Manager proposed moving forward with the replacement of both Parkson Hycor Helisieve fine screen /augers, billing the County for one (\$110,000) and bill the Town of Louisa for half this year and half after the first of fiscal year 2026 (July 1, 2025).

After some discussion, Mr. Smith made a motion to proceed with the replacement of both Parkson Hycor Helisieve fine screen /augers at a cost not to exceed \$240,000. Additional discussion occurred about the Town of Louisa paying for half this fiscal year and half the next fiscal year.

Mr. Smith amended his motion to proceed with the replacement of both Parkson Hycor Helisieve fine screen / augers at a cost not to exceed \$240,000 and to allow the Town of Louisa to pay half in FY2025 and the final half in FY2026. The motion was seconded by Mr. Hardy and carried 6-0; Mr. Kies voted against.

8. FERNCLIFF WATER TREATMENT PLANT READINESS

- A. LETTER TO LEXINGTON FIELD OFFICE
- B. LETTER FROM RICHMOND FIELD OFFICE

Louisa County Water Authority staff have been concerned about the ability of the Ferncliff Water Treatment Plant to treat the James River water to the level required by today's regulations. The removal of the up-flow clarifier from the construction and emerging regulations have been the leading concerns. The General Manager asked Economic Development if the 2015 letter from the Timmons Group to the Lexington Field Office could be shared with the Richmond Field Office, our current primacy agency, to obtain their thoughts on the Ferncliff WTP's ability to treat the James River water.

The Richmond Field Office does not believe that the Ferncliff WTP can treat the James River water to the levels today's regulations will require. This information has been shared with County Administration. They are working with the Timmons Group to determine the best way forward.

9. Updated Sludge-Vac System Improvements Schedule

WACO, Inc. left the Northeast Creek WTP before Christmas and has not returned to complete any work on the Sludge-Vac System. They were scheduled to have an overnight shut down of the plant for work in both basins and have production down to half capacity beginning December 18, 2025, meaning that our staff would be working 24 hours a day every day for a month. Authority staff, in preparation of the work in the sedimentation basins, cleaned and removed solids

Since the December 18, 2025 shutdown timeline was missed, school is now back in session and staff are concerned that we will be short approximately 20,000 gallons per day. This can be made up by paying to haul water from Zion Crossroads or requesting "voluntary conservation" from our customers while the construction is ongoing. In preparation of half of the plant being shut down, the 600,000-gallon standpipe tank has been brought online. This will double our effective storage capacity. Additionally, both Towns and the Authority have been in search of leaks. When found, leaks have been repaired by all entities.

The General Manager reached out to County Administration to open a conversation about "voluntary conservation" during the month the Northeast Creek WTP is down to half capacity. County Administration is not in favor of asking customers to conserve water and does not feel the Board of Supervisors will be in favor, although they could not speak for the Board of Supervisors. At the Board of Supervisors meeting February 18, 2025, the County Administrator advised the Board of our intent to request "voluntary conservation" for the duration of the 30 days' while work will be performed in the sedimentation basins.

The General Manager reached out to the contractor regarding working longer days and weekends to reduce the anticipated month-long half capacity operation. The contractor responded that they did not include longer days or weekends in their bid, and it would require a change order.

Water Treatment Plant staff are working to clean the sedimentation basins and remove the solids, again. We have agreed to remove as much as possible. If there are any solids left, they will be pumped and hauled from the plant to the Louisa Regional WWTP for disposal.

The Board discussed the drafted Press Release and requested more changes before publication.

10. VIRGINIA DEPARTMENT OF HEALTH – OFFICE OF DRINKING WATER LETTER TO THE TOWN OF MINERAL

The Virginia Department of Health - Office of Drinking Water has expressed concerns that the Town of Mineral has not taken steps to bring their well online or replace the well. The Authority believes this resulted from the Annual Water Withdrawal Report submitted in January 2025. The current capacity requirement of the Town has not been accounted for in our Paid Connection Fees and Allocations report. The Town of Mineral's current capacity requirements have been between 60,000 – 70,000 gallons per day.

11. NORTHEAST CREEK WATER TREATMENT PLANT BACK-UP PUMP AND MOTOR

The General Manager informed the Board that the Water Operations Manager was authorized to proceed with the purchase of backup pump and motor for inventory.

G. Reports

H. General Manager's Report

- The New Bridge WWTP violated the Total Suspended Solids limit of 30 mg/L with a sample result of 30.3 mg/L.

- **January levels:** At the end of January 2025, the static well levels are up on average 1.21 feet from the end of December 2024 levels. From January 2024 to January 2025, the well levels are up on average 5 feet.

The Department of Environmental Quality drought map is showing emergency conditions for precipitation, watch conditions for groundwater and normal conditions for reservoir levels and stream flows.

The US Drought Map indicates moderate drought across most of Louisa County with abnormally dry conditions for the western part of Louisa County and severe drought across neighboring counties to the north and east.

Brett Waters, Geologist provided updated graphs for the monitoring wells. He reports, “Water levels have recovered nicely and you can see a greater drawdown on the Spring Creek side of the well field and some relief on the Green Springs side.” Additionally, he reports the he “removed the two wells that are close to and greatly influenced by pumping of Green Springs wells and have historically shown the greatest drawdown. It helps to paint a pretty clear picture that groundwater levels are very stable over the past 20 years.” (graph included in the email)

- The current past due listing is down to \$2,673.47 from the past due listing provided in the General Manager’s Report, which reported the past due balance of \$5,029.61.

- James River Water Authority – February update – No update due to weather.

- The Town of Louisa meter replacement and inline valve work is back on track. Rt.22 – Davis Highway vault was completed Tuesday, February 18, 2025. Weather permitting, the vault on Rt.33 – Jefferson Highway will be completed the week of February 24, 2025.

- The FY2024 Annual Audit is currently under review and should be received soon.

- The relocation of the finished water line at the Northeast Creek Water Treatment Plant, in preparation of the pump station that will serve the Amazon Data Center site could not have gone better. At 7:00 pm the plant was shut down; maintenance staff closed the “save the plant valve at the top of the hill on Rt. 33 (going toward Louisa from the plant). Maintenance staff opened fire hydrants to drain the line and Faulconer Construction cut the pipe to aid in draining the line. At 8:30 pm the line was sufficiently drained, and two crews worked to install two “T’s” in the line. Once the new “T’s” were installed, maintenance staff opened the “save the plant” valve and began flushing the line to clear it of any debris. The Friday before, customers were notified, and an alert was posted on our website. No customer complaints were received, in fact a note of thanks praising staff for a job well done was received.

I. Committees

J. Short Notice Items

K. Closed Session

Closed Session for Discussion and Consideration of Personnel Matters: Va. Code Section 2.2-3711(A)(1): For the discussion and consideration of personnel matters including the discipline, appointment, assignment, performance and salaries of specific appointees and employees.

Mr. Hardy made a motion to adjourn the open meeting and immediately reconvene in closed session. The motion was seconded by Mr. Kies and carried 7-0.

RETURN TO OPEN MEETING:

Chairman Foster closed the closed session.

Chairman Foster read the following statement prior to the vote to certify the closed session.

“Pam will now poll members to certify that, to the best of your knowledge, only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act, and as identified in the motion for which the closed meeting was convened, were discussed, and considered by the Board. If any member believes that the Board varied from the purpose stated for the closed meeting, please state so and the reason prior to casting the vote.” A roll call vote was requested with the following results:

Mr. Foster	YES
Mr. Smith	YES
Mr. Filer	YES
Mr. Hardy	YES
Mr. Kies	YES
Mr. Morgan	YES
Mr. Wilson	YES

The motion carried 7-0.

The Board directed the General Manager to carry out the Board's instructions discussed in closed session.

Next meeting date - The next business meeting is scheduled for March 12, 2025.

L. Adjournment

THERE BEING NO FURTHER BUSINESS, Mr. Smith made a motion to adjourn at 7:38 pm. The motion was seconded by Mr. Wilson and carried 7-0.

BY ORDER OF:

Mr. Judson Foster
Chairman
LOUISA COUNTY WATER AUTHORITY