

**Louisa County Water Authority  
Board of Directors  
August 10, 2022**

MEMBERS PRESENT: Mr. Judson Foster, Chairman; Mr. Bob Hardy; Mr. David Kies; Mr. Durwood Willis

MEMBERS ABSENT: Mr. Douglas Smith; Mr. Tom Filer and Mr. Robert Morgan

OTHERS PRESENT: Ms. Pam Baughman, General Manager; Mr. Eric Purcell, Louisa County Board of Supervisors (*arrived at 6:18 pm*); Mr. Kyle Eldridge, Assistant County Attorney

**A. Call to Order**

The meeting was called to order by Mr. Foster, Chairman, at 6:03 pm.

**1. ADOPTION OF THE AGENDA**

Chairman Foster asked if there were any changes or additions to the agenda. Ms. Baughman asked to change the dates for the Approval of the Disbursements and Construction Fund from June to July, there is no need for a Closed Session, and the next meeting date is September 14, 2022. Mr. Kies made a motion to adopt the agenda as amended. The motion was seconded by Mr. Willis and carried 4-0 among the members present.

**B. Presentations**

**C. Citizen Information**

**D. Consent Agenda**

**2. APPROVAL OF THE MINUTES:**

**A. JULY 13, 2022 – REGULAR BUSINESS MEETING**

**3. TREASURER'S REPORT:**

- A. O & M REPORT / CAPITAL REVENUE & EXPENDITURE REPORT – JULY 2022
- B. APPROVAL OF DISBURSEMENTS – JULY 2022
- C. CONSTRUCTION FUND – JULY 2022
- D. INVESTMENTS
- E. REGIONAL COLLECTION SYSTEM EXPENSES AND REVENUES
- F. PAID CONNECTION FEES – NORTHEAST CREEK / LRWWTP
- G. PAID CONNECTION FEES – ZION CROSSROADS
- H. SUMMARY REVENUE
- I. SUMMARY EXPENSES
- J. DETAILED REVENUE
- K. DETAILED EXPENSES

Mr. Hardy informed the Board that he worked with Ms. Baughman to make some additional changes to the O & M and Capital Cash Flow Report.

The Board reviewed the Consent Agenda, including the Treasurer's Report. Upon completion of the review, Mr. Hardy made a motion to approve the Consent Agenda and Treasurer's Report. The motion was seconded by Mr. Kies and carried 4-0 among the members present.

**E. Old Business**

**4. UPDATE – JAMES RIVER WATER PROJECT**

Update on the JRWA meeting today provided by Christian Goodwin, County Administrator – the Joint Permit Application has been submitted as planned. This covers the VMRC permit (stream/river impacts), Corps permit (construction, endangered species, historical considerations), and DEQ permit (water withdrawal). The DEQ permit will take the longest as they must remodel the flows for the withdrawal. The Corps permit involves consultation with parties like the Monacan, and the DEQ permit is required in advance of that. We are working to have additional flexibility of the DEQ permit tiers (that permit additional water withdrawals based on usage of the water in certain areas of the Counties) in the modified DEQ permit. We should have permit answers by the end of the year. The Board also discussed the interim agreement (IA), which has a value of about

\$975K and gets design to the point where right of ways and easements can be acquired, and materials can be pre-ordered to lock in prices. The IA also allows the JRWA to set the guaranteed maximum price (GMP) for the project. As you may recall, we came in under the GMP on our section of the project and saved money. The benefit of the design-build process is that it allows advance efforts like these, which are intended to save money on the overall project. As discussed in the last update, Phase 2 archaeological bids are due for consideration at the next meeting, so that process can continue to move forward concurrently as well.

Ms. Baughman added that three stream crossing will occur with the final phase of the project and will require review and approval from the Department of Marine Resources Commission. The RFP for archeological services awarded at the September meeting with field work anticipated to begin in October 2022. Due to a change in the law, DEQ now has the authority to issue the permit, it will not go before the State Water Control Board.

#### 5. NORTHEAST CREEK WATER TREATMENT PLANT – SLUDGE-VAC SYSTEM UPDATE

At the July 13, 2022, Louisa County Water Authority Board of Directors Meeting, Ms. Baughman was authorized to make the request for the \$200,000 needed to complete the Northeast Creek Water Treatment Plant Sludge-Vac System project. The Louisa County Board of Supervisors approved the distribution of funds at their August 1, 2022, meeting. Ms. Colvin, Finance Director, stated that the funds would be disbursed the week of August 15, 2022.

#### 6. LOUISA REGIONAL WASTEWATER TREATMENT PLANT – FILTER BUILDING MODIFICATIONS UPDATE

The Board was informed that the Louisa Regional Wastewater Treatment Plant Filter Building Modifications project is moving along. The door has been cut into the front of the building, entrance pad poured, and piping lowered and realigned. Currently waiting on the lintels and the new door, as well as the access platform realignment.

#### 7. ZION CROSSROADS WELL SYSTEM UPDATE

##### A. SPRING CREEK - #1 & #2 UPDATE

The plans are currently under review at the Virginia Department of Health – Office of Drinking Water. While the review is under way, the electrician, excavating company, and supply warehouse have been provided the plans. The contractors and supplier will be providing submittals to the engineer for approval. The Authority has requested an expedited review in order to bring the wells online.

##### B. POORE WELL IMPROVEMENTS UPDATE

The plans are currently under review at the Virginia Department of Health – Office of Drinking Water. Two rounds of questions/requests have been received from VDH-ODH. The second round of questions/requests are being addressed now.

##### C. ZION CROSSROADS DISTRIBUTION SYSTEM HYDRAULIC STUDY UPDATE

The engineer has provided maps showing gaps in the distribution system. Mary Johnson and Chris Compton are filling in the gaps and connecting the lines to provide the data to the engineer.

#### 8. REGIONAL WWTP PERMIT RENEWAL AND PROCESS OPTIMIZATION STUDY

*(Mr. Purcell arrived at 6:18 pm)*

The kickoff meeting took place on July 21, 2022. The first round of sample collection began on August 8, 2022. A total of 134 samples were taken. Additional rounds of testing will be conducted over the next several months. Wesley Basore, Wastewater Operation Manager, has agreed to see this study through to completion even though he intends to retire in February 2023.

Ms. Baughman asked the Board for an additional \$7,000 - \$10,000 for testing assistance from the engineer. Funds were available for assistance with the first round of samples, but with the number of samples and the sample protocol, staff is concerned they will collect/conduct the samples incorrectly and the samples will need to be repeated.

Mr. Hardy made a motion to authorize an additional \$7,000 in funds to be allocated for the Louisa Regional Wastewater Treatment Plant Optimization Study. The motion was seconded by Mr. Kies and carried 4-0 among the members present.

#### 9. LOUISA REGIONAL WASTEWATER TREATMENT PLANT – BLOWER BUILDING ROOF REPAIRS

There was a miscommunication between the Authority and the roofing contractor. The miscommunication was resolved on Friday, August 5, 2022, and the blower building roof repairs are now on schedule to be completed.

#### 10. ZION CROSSROADS WWTP DIESEL TANK ADDITION FOR GENERATOR

Mr. Filer has acquired a quote for a 2,000-gallon diesel tank. Wesley Basore, Wastewater Operation Manager, and Nancy Pugh are reviewing the quote to see if they have any questions or concerns. Once their review is complete, staff will seek a proposal for the clearing and concrete pad. If the project can be completed under the \$15,000 approved budget, staff will move forward with the project.

#### 11. NEW TRUCK PURCHASE WITH SNOWPLOW AND 100-GALLON DIESEL TRANSFER TANK

Phil Bailey and Amy Dunivan have been asked to search the eVA procurement website for a truck with snowplow, and to contact the dealer with the state contract if necessary to ensure the truck is able to do the intended work.

#### 12. MAINTENANCE TECH POSITION

The new Maintenance Tech position has been advertised, and 13 applications have been received. Phil Bailey and Chris Compton are reviewing the applications and will inform Mary Johnson of the candidates they desire to interview.

#### 13. LAWN MOWER INFORMATION

The Board requested the hours on each of the lawn mowers at the Louisa Regional Wastewater Treatment Plant and the Zion Crossroads Wastewater Treatment Plant. As of August 10, 2022, LRWWTP's mower has 33.6 and ZCWWTP's mower has 27.8.

### **F. New Business**

#### 14. WASTEWATER OPERATIONS MANAGER POSITION

The Wastewater Operations Manager position was advertised, and five applications were received. The applications are under review and interviews will be scheduled soon.

#### 15. PAY INCREASES FOR EXTRA LICENSES

The Board asked for a recommendation on pay increases for extra licenses (backflow preventer, alternative drainfield, etc.). Ms. Baughman reached out to her colleagues through Virginia Water and Waste Authorities Association. Halifax County Service Authority provides a \$1.50 increase. Rivanna Water and Sewer Authority and Augusta County Service Authority do not provide a pay increase for additional licenses, but Rivanna is considering a pay increase. The Board decided to address this issue with the Employee Handbook revisions.

### **G. Reports**

#### 16. PROGRAM MANAGER'S REPORT

Ms. Baughman informed the Board that Mary has been working very hard with FEMA and VDEM for the recovery of costs incurred during the January 2-3, 2022, snowstorm.

### **H. General Manager's Report**

- Ms. Baughman informed the Board that items #3 & #4 on the August 2022 General Manager's Report were left over from the July report. No additional content was included for the August 2022 report.
  - **July levels:** At the end of July 2022, the static well levels are down approximately .48 feet from the end of June 2022 levels. From July 2021 to July 2022, the well levels are down approximately 10.77 feet.
- The smaller table shows static well levels located nearer to the production wells. These levels are up approximately 7.82 feet from the end of June 2022 levels. From July 2021 to July 2022, the well levels are down approximately 24.74 feet.
- As of August 9, 2022, for the Northern Piedmont Region, the Department of Environmental Quality Drought Monitor indicates normal conditions for precipitation, groundwater, reservoir levels, and streamflow.
- The current past-due listing is down to \$8,033.28 past due from customers. The due date for all bills was July 19, 2022.
  - The Louisa County High School Envirothon Team traveled to Miami University in Ohio for the National Competition. Overall, team Virginia took 12<sup>th</sup> out of 40 teams. They placed 6<sup>th</sup> in aquatics, 8<sup>th</sup> in oral presentation, 14<sup>th</sup> in the current topic of waste to resources, 15<sup>th</sup> in forestry, 18<sup>th</sup> in wildlife and 20<sup>th</sup> in soils. It has been a pleasure working with the Envirothon Team over the years.
  - The recently advertised health advisory levels of PFAS (Perfluorinated compounds, perfluoroalkyl acids, synthetic chemicals) are of great concern to utilities. Although health advisory levels are not enforceable, they do drive public concern. The health advisory levels are 1,000 times lower than any current technology can currently detect.

- In observance of Labor Day, the Louisa County Water Authority Business will be closed on Monday, September 5, 2022.

**I. Committees**

**J. Short Notice Items**

**K. Closed Session**

**Next meeting date** - The next business meeting is scheduled for September 14, 2022.

**L. Adjournment**

THERE BEING NO FURTHER BUSINESS, Mr. Hardy made a motion to adjourn at 6:45 pm. The motion was seconded by Mr. Willis and carried 4-0 among the members present.

BY ORDER OF:

Judson Foster  
Chairman  
LOUISA COUNTY WATER AUTHORITY