

MEMBERS OF THE BOARD

Sherwood G. Wilson, Chairman  
Marc A. Verniel, Vice Chairman  
Wayne O. Nelson, Secretary  
F. Craig Meadows, Treasurer  
William R. Knocke

Caleb M. Taylor, P.E.  
Executive Director

**Meeting Minutes**  
**NRV Regional Water Authority Board**  
May 15, 2019

Board / Staff Members Present: Marc A. Verniel, F. Craig Meadows, William R. Knocke, Caleb M. Taylor, Sharon T. Huff, Jim Gwynn, Gwynn, Waddell, Carroll, & Lockaby

Guests Present: Doug Hudgins, CHA; Gary Fern, Whitman, Requardt, & Associates

Absent: Sherwood G. Wilson, Wayne O. Nelson

Location: NRV Regional Water Authority

1. The meeting convened at approximately 4:01 p.m.
2. Secretary's Report:
  - a. Board minutes for the Wednesday, March 20, 2019 meeting were reviewed.
  - b. A motion to accept the March 2019 meeting minutes was made by Bill and seconded by Craig. All were in favor.
3. Treasurer's Report:

The March and April financial reports were distributed to Board members prior to the meeting. There was some discussion about the financial reports. Everything was in order with the March and April financial reports. Lab supplies and postage are slightly over budget in the Year to Date for April. From a net financial position (revenues minus expenses), the Authority has approximately \$2 million in surplus for this fiscal year alone. Any unused money will be rolled into the cash reserves for capital improvement projects. A motion to accept the financial reports, as presented, was made by Craig. Bill seconded the motion. All were in favor.

#### 4. Executive Director's Report

##### a. Operations Highlights:

The Authority received the Gold award for VDH's Optimization Program in Treatment Efficiency for 2018. Caleb attributed the award to the staff's efforts and commitment to the plant.

##### b. Metered Consumption:

Caleb provided the meter charts as well as the consumption reports for March and April in the Board packet. For the months of March and April, consumption was 8.7% and 2.6% higher respectively than compared to the past five year's consumption. From a revenue perspective, the Authority is in good standing with respect to the budget.

##### c. Previous and Current Business

###### i. Water Treatment Plant Modernization:

Phase 1 Contract 1 civil/grading work is complete. Working with the contractor to receive the final payment and close this project. Phase 1 Contract 2 pre-construction meeting was held on April 22, 2019. Contractor is starting construction activities.

CMAR 60% design review meeting was held on May 1, 2019. Follow up meetings on costs and value engineering alternatives are being discussed.

###### ii. Joinder Project (Prices Fork):

Final adjustments are being made to SCADA for reliability and control valves so that the Prices Fork system functions and operates properly. During the testing, it was discovered that the radio communication was unreliable as a stand-alone system. The Authority, under advisement by the SCADA systems integrator, pursuing a wireless cellular route. The radio system will serve as a redundant system for SCADA. VDH has inspected and approved the project. Gary Fern indicated that it looks like they are planning on putting the pump station in service on Monday, May 20, 2019.

###### iii. Joinder Project (Plum Creek):

This project is out to bid. A pre-bid meeting was held on April 17, 2019. There was very good attendance at the meeting which indicated a lot of interest in this project. The bid due date was extended to May 28, 2019. Caleb intends to have the bid results along with a recommendation at the June meeting.

All information has been received from the members for the Water Quality Study. Caleb will be holding a meeting on reverse tracer study in June.

###### iv. Authority Transmission System:

Jim and Caleb met on March 18, 2019 with the objective to have a draft for the Board's consideration. However, this is going to be discussed at the June meeting when all members are present.

d. New Business

i. FY2019-2020 Budget:

Caleb provided the Board members with the FY2019-2020 budget prior to today's meeting. Caleb went over the budget highlights. Craig mentioned how pleased he is with the budget. Craig made a motion to approve the FY2019-2020 budget as presented. Bill seconded the motion. All were in favor.

ii. Annual Meeting:

There was some discussion about moving the Annual Meeting to July or August. Board members provided their availability in July and August. August 29<sup>th</sup> was selected for the Annual Meeting this year.

6. Public Comments: None

7. Closed Meeting:

Craig made a motion to enter into closed session pursuant to Virginia Code §2.2-3711(A)(1). Craig stated that the closed meeting was the personnel evaluation of the Executive Director. Bill seconded the motion. Sharon took roll call and the Board unanimously voted to enter into closed session. Craig asked for a motion to exit out of closed session and that the items identified for the closed meeting were the only items discussed. Craig also requested that it be certified. Bill seconded the motion. Sharon again took roll call and the Board unanimously voted to exit out of closed session.

Results of roll call vote by the Secretary:

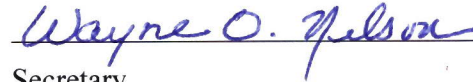
	<u>Aye</u>	<u>Nay</u>
Sherwood G. Wilson	<input type="checkbox"/>	<input type="checkbox"/>
Marc A. Verniel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne O. Nelson	<input type="checkbox"/>	<input type="checkbox"/>
F. Craig Meadows	<input checked="" type="checkbox"/>	<input type="checkbox"/>
William R. Knocke	<input checked="" type="checkbox"/>	<input type="checkbox"/>

8. Comments from Board: Bill appreciated Caleb sending him the Disinfection Byproduct (DBP) data that the Authority has on the plant as well as the DBP data that the Authority members has reported to VDH. Bill indicated that he is still studying and researching what the data means. Bill did indicate that upgrading the plant will help make a lot of the issues go away because chlorine will be fed at a different point to

achieve the required disinfection needed (i.e., stop applying chlorine at the head of the plant where it is exposed to the sun and have main chlorine application point in the clearwell (covered tank) following filtration).

9. The meeting adjourned at 4:55.

  
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Chairman Vice Chairman

  
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Secretary