

**Washington County Service Authority Board of Commissioners  
June 26, 2017 Regular Meeting Minutes**

The Regular Meeting of the Washington County Service Authority Board of Commissioners, held in the E. W. Potts, Jr. Board Room located at 25122 Regal Drive, Abingdon, Virginia, was called to order by the Chairman at approximately 6:03 pm.

Mr. Taylor opened the meeting saying today was Mr. Nelson's last official meeting while the upcoming Commissioner, Mr. Ken Nurre was in the audience.

Mr. Taylor then introduced Mr. Sam Darby representing legal counsel for Agenda Item 13. Mr. Darby has 40 years of legal experience serving as general counsel for Western Virginia Water Authority, Bedford County Public Service Authority, Halifax County Service Authority and Economic Development Authority of the City of Roanoke. Mr. Darby is a Principal of the firm Glenn Feldman Darby & Goodlatte.

**ROLL CALL**

Commissioners Present:

Mr. Kenneth Taylor, Chairman  
Mr. Mark Nelson, Vice Chairman  
Mr. Wayne Campbell  
Mr. Jim McCall  
Mr. Dwain Miller  
Mr. Vernon Smith  
Mr. Mike White

WCSA Officers Present:

Robbie Cornett; Secretary, General Manager  
Melinda Jett; Treasurer, Controller  
Carol Ann Shaffer; Assistant Secretary, Administrative Assistant

General Counsel Present:

Mark Lawson; Elliott, Lawson & Minor, P.C.  
Sam Darby, Principal; Glenn Feldman Darby & Goodlatte

Consultants Present:

Dennis Amos, PE; Hurt & Proffitt, Inc.  
Bobby Lane, PE; The Lane Group, Inc.  
Kevin Heath, PE; The Lane Group, Inc.

WCSA Staff Present:

Dave Cheek; Operations Manager  
Holly Edwards; Customer Service  
Ryan Kiser, PE; Engineering Manager  
Johnny Lester; Maintenance Manager  
Mark Osborne, Distribution Manager  
Kenneth Perrigan, Meter Manager

**3. Approval of the Agenda**

Mr. Nelson motioned to approve the Agenda as presented. Mr. Campbell and the Board approved voting 7-0-0-0.

**4. Public Query and Comment**

Mr. Ken Nurre of 15365 Greenway Road, Meadowview Virginia, discussed a document he presented to the Board regarding the recommendations made by the Outside Legal Counsel Procurement Committee.

**5. Approval of the Consent Agenda**

A. Approval of Minutes:

- April 24, 2017 Regular Meeting Minutes
- May 15, 2017 Legal Services Procurement Meeting Minutes
- April 24 Recessed Meeting Minutes (held May 22, 2017)
- May 22, 2017 Regular Meeting Minutes
- May 26, 2017 Dispute Committee Meeting Minutes
- June 7, 2017 Dispute Committee Meeting Minutes

B. Routine Reports: May 2017

- Water Production
- Water Distribution
- Meter Department
- Wastewater Operations
- Customer Service

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- Maintenance
  - Engineering
  - Accounting
  - Health & Safety Report
- C. Financial Reports: May 2017
- Balance Sheet
  - Income Statement
  - Check Register / General Manager Financial Statement

D. Consideration of Exit 13 Phase 2A Change Order - *Hurt & Proffitt*

E. Consideration of Galvanized Line Phase 2 Division 5 Change Order - *The Lane Group*

F. Consideration of Virginia Municipal League Insurance Programs Insurance Renewal for Fiscal Year 2018 - *Melinda Jett*

Mr. Nelson motioned to approve the Consent Agenda, including the two suggested corrections to the May 22, 2017 Regular Board Meeting Minutes pertaining to Agenda Item 13, Consideration of Outside Legal Counsel Procurement. First, Mr. McCall made the “substitute” motion, not a “subsequent” motion. Second, the vote on the original motion; the second vote that occurred; was 3-3-0-1 with Mr. Taylor, Mr. Miller, and Mr. Campbell in favor; Mr. White, Mr. McCall and Mr. Smith opposed; and Mr. Nelson absent. Mr. Campbell seconded and the motion passed with a 7-0-0-0 vote.

**6. General Manager’s Report & Update - *Robbie Cornett***

An outline of the presentation discussed by Mr. Cornett is attached.

Mr. Nelson asked if the comments from customers about HomeServe been positive or negative.

The majority have been positive said Mrs. Edwards.

There were comments expressed to the Board that were adverse to HomeServe.

Mr. Nelson wanted to go on the record saying people that have never had a leak and had to pay significant dollars to repair a leak did not understand what the potential cost was. Mr. Nelson said he was glad WCSA did it (HomeServe); it is good for WCSA customers and Washington County.

**7. Water and Wastewater Construction Projects Update – *Ryan Kiser***

Mr. Kiser reviewed the attached presentation.

**8. Operations Report and Update – *Dave Cheek***

An outline of the presentation Mr. Cheeks discussed is attached.

**9. Engineer’s Report and Update *Bobby Lane of The Lane Group (TLG):***

Mr. Lane updated the Board on the following projects.

- Galvanized Line Replacement Project – Phase II
- Water Intake Permit Modification for South Fork and Middle Fork Intake
- Mill Creek Water System Improvements

***Kevin Heath of TLG:***

Mr. Heath of The Lane Group reported on the following projects:

- Abingdon Tank Improvements
- Route 58 Water Supply Improvements Project

***Dennis Amos of Hurt & Proffitt Inc. (H&P):***

Mr. Amos provided updates on the following projects.

- Exit 13 Sewer Project Phase 2A
- Exit 13 Sewer Project Phase 3

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**10. Consideration of Route 58 Corridor Water System Improvements Project Construction Bids - *Kevin Heath***

Mr. McCall abstained from discussion or voting on Item 10 as he is employer, King General Contractors, submitted bids for this project.

Mr. Heath recommended WCSA tentatively award Contracts 1, 2 and 3 to the low bidder for the base bid contract prices, subject to Rural Development Approval and funding availability. WCSA request additional project funding from Rural Development in the amount of \$341,000 in order to proceed with Contracts 1, 2 and 3. And WCSA delay Contracts 4 and 5 until some future date when or if sufficient funding becomes available.

Mr. Nelson motioned to move forward with the project as recommended by Mr. Heath. Mr. Miller seconded and the motion carried with a 6-0-1-0 vote with Mr. McCall abstaining.

**11. Consideration of Request to Solicit User Agreements for Exit 13 Phase 2B Sewer Project - *Ryan Kiser***

Mr. Kiser discussed the Exit 13 Sewer Project. As Phase 2B is the next phase of WCSA's overall plan to provide sewer service in the I-81 Exit 13 area, Mr. Kiser requested the Board's consideration to approve the solicitation of User Agreements for the Exit 13 Phase 2B Sewer Project.

Mr. Smith motioned to approve the request to solicit User Agreements for the Exit 13 Phase 2b Sewer Project. Mr. White seconded and the Board agreed voting 7-0-0-0.

**12. Consideration of VDH Offers of Funding - *Robbie Cornett***

Mr. Cornett discussed a request WCSA made to VDH to convert loan funds to grant funds for projects on Hidden Valley, Sugar Cove Road, Rattle Creek Road, Rich Valley Road and Chip Ridge Road.

Since VDH was unable to grant the request, Mr. Cornett recommended the Board consider:

- Accepting the VDH funding offers for Hidden Valley (subject to DHCD funding), Sugar Cove Road, Rattle Creek Road and Chip Ridge Road (together with the DHCD funding, these projects cash flow (user revenue covers debt service)),
- Decline Rich Valley Road (user revenue does not cover debt service even if the \$1.5 million in WCSA reserves are applied), and
- Reapplying for Rich Valley Road at a future date.

The Board discussed the need for water on Rich Valley Road; not only for the residents but also as a gateway to service the surrounding community and to enhance the system as a whole.

Mr. Nelson made a motion to accept the VDH funding offers for Hidden Valley (subject to DHCD funding), Sugar Cove Road, Rattle Creek Road and Chip Ridge Road; to apply \$1.5 million in WCSA reserves and to proceed with Rich Valley Road Project.

Mr. Campbell seconded and the motion carried with a unanimous Board vote.

**13. Consideration of Outside Legal Counsel Procurement - *Robbie Cornett***

Mr. Cornett said Mr. Nurre covered the summary in the Board packet during his presentation well. Mr. Cornett asked if any of the committee members or Mr.

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Darby would like to offer any additional thoughts of the procurement process.

The committee, made up of Mr. McCall, Mr. Campbell, Mr. Cornett, Mr. Cheek, and Mrs. Jett recommended the Board consider:

- Recognizing Elliott Lawson & Minor as the top ranked Offeror followed by Dene & Dene (second) and Penn Stuart & Eskridge (third).
  - The importance of identifying the order is, if we are unable to negotiate an acceptable agreement with the top ranked Offeror or if the engagement ends before the end of the procurement term (1 to 5 years), WCSA has the ability (if it wishes) to award to the second ranked Offeror without a new procurement.
- Authorize Staff to begin negotiations with Elliott Lawson & Minor for a
  - one-year contract, renewable upon authorization by the Board for up to 4 additional one-year terms (max of 5 years), and reserve the right to terminate the contract with 60 days' notice ,
  - and if a suitable contract is reached, authorize the General Manager to execute the contract OR bring the proposed contract back to the Board for consideration at your June 26, 2017 meeting.
- Implement a quarterly report card. Part of a healthy relationship is for the firm to know 1) what we want them to do and 2) how they are doing.
  - With Board/Staff input, develop an evaluation for each Board Member and Staff who interact with Counsel to complete each quarter. Once complete, the

Chairman and General Manager will review and meet with Counsel. As we move forward, we can adjust the evaluation and frequency as necessary.

Mr. Nelson commented on the positive service of Elliott Lawson & Minor through the years and denounced any negative criticisms of the firm.

Mr. Campbell made a motion to hire Elliott, Lawson & Minor based on the findings and recommendations of the Committee. Mr. Nelson seconded the motion.

Mr. McCall asked if Mrs. Phillips had commented on the question asked about votes required to pass a motion. Mr. McCall directed that question to Mr. Darby.

Mr. Darby said the Statute requires four votes (for a motion to pass).

Mr. McCall made a substitute motion to change the ranking of legal counsel, listing Dene & Dene first, Elliott Lawson & Minor second and Penn Stuart & Eskridge third. Mr. White seconded Mr. McCall's motion.

Mr. Miller asked if there would be any legal implications or repercussions the Board can face changing the committee recommendations.

Mr. Darby said it seemed to him the Board could make a motion to decide to consider legal counsel in a different order but not change the committee's recommendation; it is a fact it is what happened, he stated. If the Board made a motion to rank legal counsel in a different order than the committee recommended for purposes of discussion, that would be appropriate, stated Mr. Darby.

That is the motion, the substitute motion, stated Mr. McCall.

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Mr. Miller asked if the substitute motion were approved, were there any potential repercussions to WCSA.

Mr. Darby said, not since he clarified the substitute motion. The Board is simply looking at the ranking of the law firms differently than that recommended by the committee. The Board is not changing committee's recommendation but just deciding to look at it in a different order, which is fine, explained Mr. Darby.

Mr. Smith said he would like to make a substitute motion.

Mr. Taylor asked for a vote on the substitute motion made by Mr. McCall and seconded by Mr. White. The Board voted 3-4-0-0 with Mr. McCall, Mr. White and Mr. Smith in favor; Mr. Miller, Mr. Campbell, Mr. Taylor and Mr. Nelson opposed. The substitute motion failed.

Mr. Smith made a motion to table Agenda Item 13 until the July meeting.

Mr. Darby explained a motion to table was not debatable and goes directly to the Board for a vote. Mr. Darby asked if there was a second to the motion to Table. Mr. White then seconded the motion. The Board voted 3-4-0-0 with Mr. McCall, Mr. White and Mr. Smith in favor; Mr. Miller, Mr. Campbell, Mr. Taylor and Mr. Nelson opposed. The motion to table Item 13 failed.

Mr. Taylor then asked for a vote on the original motion made by Mr. Campbell.

Mr. McCall questioned the original motion. Mr. Cornett clarified saying the motion is to proceed as the committee recommended with Elliott Lawson & Minor ranked first, Dene and Dene second and Penn Stuart last. Mr. Cornett then asked the Chairman if in authorizing staff to begin negotiations, will the Board also be duly authorizing Mr. Cornett and or the committee to

proceed with the contract? I will revise my motion to include that, stated Mr. Campbell. Mr. Nelson seconded the revised motion. The motion passed with a 4-3-0-0 vote. Mr. Miller, Mr. Campbell, Mr. Taylor and Mr. Nelson voted in favor of the motion and Mr. Smith, Mr. White and Mr. McCall opposed the motion.

For the record, Mr. White requested this item be added to the July Board Meeting Agenda.

Mr. Taylor asked legal counsel if Mr. White's request was permissible.

Mr. Darby said this item could be added to the July agenda and if the Board wanted to discuss it, the Board may approve the agenda including this item or the Board may vote to remove this item from the agenda, explained Mr. Darby.

#### **14. Closed Meeting – 8:59 pm**

Mr. Nelson moved that the Board adjourn to Closed Meeting in accordance with the Virginia Freedom of Information Act;

1. Code of Virginia Section 2.2-3711 Paragraph (A) (1): Personnel:
  - a. To consider and discuss the performance and salary of the General Manager.

In addition to the Board the presence of Mark Lawson was requested. Mr. Campbell seconded the Motion of Closed Meeting and the Board approved voting 7-0-0-0.

#### **Return to Open Meeting – 9:32 pm**

Mr. Smith made a motion to return to Public Session. Mr. Miller seconded and the Board approved voting 7-0-0-0.

Mr. Nelson then read the following Certification of Closed Meeting;

Whereas, the Washington County Service Authority has convened a

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Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; And Whereas, Section 2.2-3712 Paragraph D of the Code of Virginia requires a certification by this Authority that such Closed Meeting was conducted in conformity with Virginia Law. Now, therefore, be it resolved that the Authority hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Authority.

Aye by Mr. Miller, Mr. Smith, Mr. Campbell, Mr. Taylor, Mr. Nelson, Mr. White and Mr. McCall confirming no outside discussion took place other than Closed Meeting topics.

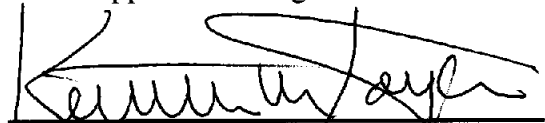
**15. Late Items**

In recognition of the outstanding, excellent and supervalesous job that Mr. Cornett has done running this Service Authority, Mr. Nelson made a motion the Board have a Resolution all Commissioners are required to sign acknowledging the excellent performance Mr. Cornett has done the past year for the Service Authority; to extend Mr. Cornett's contract by one year; to provide Mr. Cornett with a \$2,000 one-time bonus and to provide Mr. Cornett with a 1.5% raise of including 0.5% for cost of living raise and 1.0% as a performance raise.














Mr. Campbell seconded and the Board unanimously approved voting 7-0-0-0.

**16. Adjourn**

Mr. White made a motion to adjourn at 9:35 pm. Mr. Nelson seconded and the Board approved voting 6-0-0-1.

  
Mr. Ken Taylor, Chairman

  
Carol Ann Shaffer, Assistant Secretary

- 1  **General Manager's Report and Update June 26, 2017**
- 2  **Financials: New Water Connections**
- 3  **Financials: New Wastewater Connections**
- 4  **Financials: Water Revenue**
- 5  **Financials: Wastewater Revenue**
- 6  **Financials: Water Expenses**
- 7  **HomeServe Report and Update**
  - ▶ 1,415 Contracts as of May 31
    - 1,321 Water
    - 81 Sewer
    - 13 Interior Plumbing
  - ▶ 3 Claims as of May 2017
- 8  **Water and Wastewater Professionals Appreciation Day**
  - ▶ Virginia General Assembly Established June 30, Water and Wastewater Professionals Appreciation Day
  - ▶ Can you Think of a Service More Vital to the Health, Environment and Economic Welfare of Millions of Virginians and 50,000 People in Washington County Each Day?
  - ▶ WCSA Employees are the Human Element of our Infrastructure
  - ▶ Please Join me in Recognizing WCSAs Dedicated Water and Wastewater Professionals
- 9  **Rates Fees and Charges**
- 10  **Rates Fees and Charges**
- 11  **Lee Highway Corridor Sewer**
  - ▶ Finalizing Scope
    - DRAFT/50% Preliminary Engineering Report
  - ▶ July 2017 Start
  - ▶ October 2017 Finish
  - ▶ November 2017 Decision
    - TLG or T&L or Both or Neither
- 12  **Board of Supervisors Requests**
  - ▶ Compensation:
    - In Addition to \$300/Month, \$50/Committee Meeting
    - Washington County Board of Supervisors to Consider July 11, 2017
  - ▶ Corporate Life:
    - Extend for 50 Years
    - Washington County Board of Supervisors to Consider July 11, 2017
- 13  **Looking Ahead**
  - ▶ Water Quality
  - ▶ Water Withdrawal Permit
  - ▶ Meter Replacement
  - ▶ Strategic Planning



## Inside Engineering Projects

### Ritchie Road Water Line Project-

- Ritchie Road advertised June 18<sup>th</sup>.
- Pre-Bid Conference July 6<sup>th</sup>.
- Bid Opening July 20<sup>th</sup>.



## Inside Engineering Projects

### Haskell Station Road Extension Project

- Project is underway and contractor has completed @ 55% of Base bid including additional Change Order work that was added. 43% contract time has passed.
- Revised Change Order 1 added 2,500' of pipe.
- Contractor has pulled off of job and plans to return in upcoming weeks.





## Inside Engineering Projects

### WCSA Maintenance Constructing

#### Osceola Road - 2,900' line

- Water line installation complete, Rick Boyd - RPR has reported line has passed pressure testing.
- After bacteriological sampling is complete crews will tie customers over to new line and kill the existing galvanized line.
- Maintenance crews and RPR have made the job run very smoothly



### Potential New Water Line Extensions

- Rattle Creek – plans complete
- Chip Ridge – plans complete

Continue work on plans for these projects upcoming month.

- Sugar Cove Road
- Hidden Valley Phase 2



### Potential New Water Line Extensions

#### Mendota

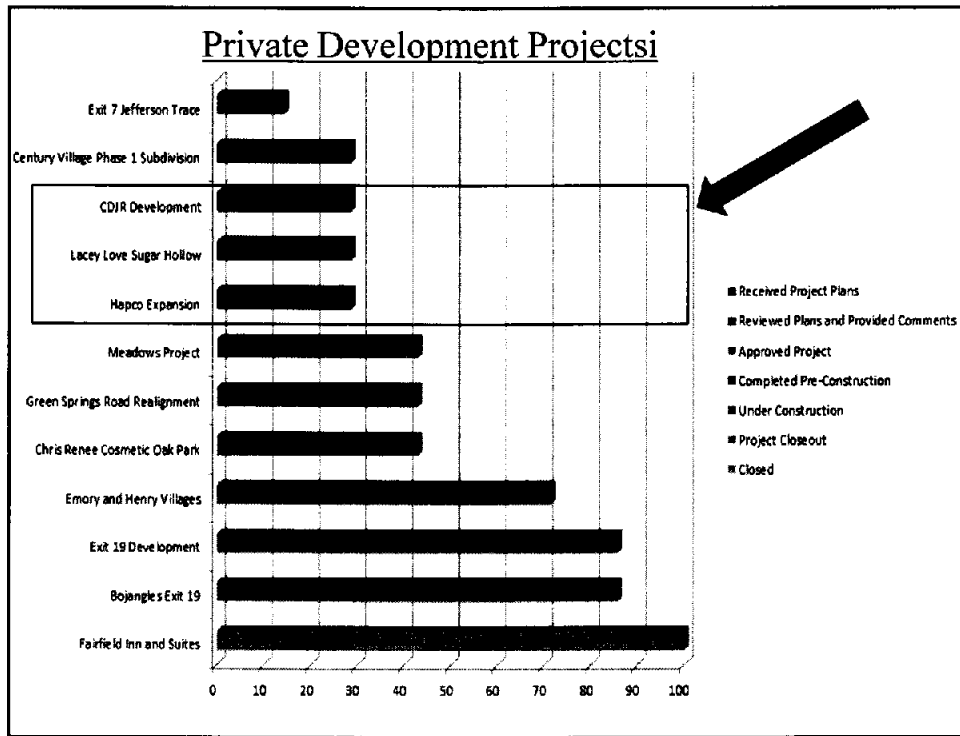
- Held a Community Meeting to discuss User Agreements last Monday June 20th at Mendota Community Center.
- To date we have 33% participation.
- Not a big turn out for the meeting, but overall we did had a productive meeting with project champion to discuss avenues to acquire additional user agreements to get above and beyond 50%.




### Potential New Water Line Extensions

#### Archery Range Road/Mary's Chapel

- At your station you have been provided with the User Agreement for this project.
- A community meeting is scheduled for July 13 from 5:30 – 7:30 at Mary's Chapel Church.
- Discuss User Agreements



1  **May 2017  
Operational Update**  
June 26, 2017

2  **Discussion Items**

- ▶ People
- ▶ Safety
- ▶ Department Highlights
- ▶ Financials Less Comp & Benefits, including Overtime
- ▶ Forward Looking Statement

3  **People**

- ▶ One Employee in Metering has Separated from WCSA
  - Internal and External Candidates
    - Job offer to Internal Candidate - today
- ▶ Waste Water Maintenance Crew
  - Adding 2 Employees per Approved Budget
    - Focus will be to establish PM Routes on lines and lift stations

4  **Safety**

- ▶ Confined Space was one of our OSHA and working topics in May. This is a very serious and sometimes misunderstood area of concern.
  - Bobby Gobble is internal Champion
    - Equipment Audit
    - Training
    - Hands on Demonstration (4 Point)





5  **Safety - Chlorine**

- ▶ Chlorine Safety is another major area of concern for WCSA.
  - Both Water (Don Cole) and Waste Water (Gene Rolen) are dual licensed for both Water and Waste Water. As a result they are working together to revisit and update our Chlorine SOP's, while Water and Waste Water will not be identical, they will be more similar than dissimilar.
  - We will make a presentation during our July BOC meeting.

6  **Safety - Radios**

- ▶ Training and deployment
  - We recharged all the hand held radios per the specification.
  - Randy Edwards conducted training on our radios at the Mtc. Shop at 9:00am on Tuesday, June 6<sup>th</sup>, utilizing a 4 Point Training methodology.
  - We deployed the hand held radios at that time.
  - We trained on the mobile radios at that time, all mobile units were installed by June 15<sup>th</sup>.
  - We tested the Emergency Function Tuesday after training.
- ▶ All department Heads have Confirmed Coverage and Operability per RFP, will issue next progress payment this week.

7  **2017 May Water Production Highlights**

- ▶ SFI & MFDWP Issue Resolution
  - Distribution focused on Raw Water Pumps
  - Starting to perform a GAP analysis on Plant SCADA/Reporting/What was Promised and what is Needed.
- ▶ System Operation
  - Working Through Winter Plans to Insure Water Quality in Hotter Months
    - So far good, stable results with Brumley Gap water age and mixing
    - Investigating methods to eliminate algae growth in Sed. Basins
- 8  **2017 May Water Production Hidden Valley (Update)**
  - ▶ Hidden Valley Water System Currently Under Notice of Violation (NOV) from VDH as of June 30, 2017.
    - Discuss Current Efforts
      - Customer Notifications
      - Solutions
        - Efforts to Date
        - Future Plans
- 9  **2017 May Water Production Hidden Valley**
  - ▶ Hidden Valley Water System Currently Under Notice of Violation for Disinfection By Products (HAA5)
    - TOL & RCPSA have been under NOV's. Currently just out.
      - WCSA working to Obtain Lower DBP Sources
        - VDH is primary contact with TOL
          - WCSA offered Technical Expertise to help with TOL Process
          - VDH taking much more aggressive approach toward TOL as of June 2017
        - RCPSA lowered tank levels
      - WCSA tested 7 wells & 2 Springs for RCPSA, all failed
      - WCSA located 3 wells near the County Line, went to the driller and reviewed the drill logs, none met VDH requirements
- 10  **2017 May Water Production Hidden Valley – Cont'd**
  - ▶ Investigated if there is a technology that can remove some/all of the HAA5?
    - TTHM's Yes, but Not for HAA5
    - Developmental Process in Wise, VA that did, but largest unit is 1.5 gpd. If they can scale up then maybe in the future.
  - ▶ Investigated alternate sources
    - Install pipeline from Brumley P/S to Hidden Valley
      - In PER, ~\$1.5MM, tough digging with 2 p/s required
    - Membrane Plants
      - Hidden Valley Lake
        - Overflow on other side of lake
        - Would require extensive HDD if on the Hidden Valley Side
        - Long lead time
      - Tumbling Creek / North Fork Convergence
        - Long lead time
- 11  **2017 May Water Production Hidden Valley – Cont'd**
  - ▶ Well Source in Upper End of Hidden Valley

- Contracted with Bartlett Geological Associates (Dr. Bartlett)
  - Geological Survey of the area
  - Identified potential well sites
- WCSA has
  - Contacted drillers and confirmed VDH requirements with them
    - Materials Located
    - Estimated about \$17,000 +/- 20% to drill 1,000' well per VDH specifications
    - Estimated about \$3,000 +/- 20% for water and well testing to VDH standards
  - One out of state landowner, other DGIF (preferred site)
    - Contacted DGIF, written response was not promising but not impossible
    - Local community leaders trying to reach out to out of state landowner

#### 12 **2017 May Water Production Hidden Valley – Cont'd**

- ▶ NOV Plan
  - Hand Deliver before June 30<sup>th</sup>
    - With Important Information About Your Drinking Water to help answer questions in simple terms
  - Trained Customer Service , June 23<sup>rd</sup>
    - Provided FAQ Sheet which we will keep updated
  - Will Train Maintenance and Filter Plant this week
  - Also turning the mirror on ourselves with extensive DBP sample collection audit.
- ▶ Next Sample Date: August
  - DBP's are temperature dependent and will likely increase with warmer weather

#### 13 **2017 May Wastewater Process Highlights**

- ▶ System Operation (9.54" Rain in May)
  - Continue to Focus on Process Stability
    - Hall Creek well within Control Limits
    - Damascus 0.02MGD over Influent Limit (Allowed 3 Consecutive Months)
  - Issued Task Order to TLG for Local Limits at Hall Creek
  - Investigating how to issue RFP for Fats, Oils and Grease Program requested from Maxim
  - Regional Jail continuing issue with them by-passing their screens. Have met with them and T&L, still no resolution. Photo of Abingdon
  - Steel Pump Station Wet Well
  - Have Called Regional Jail Maintenance Manager
  - Now trying to reach the Warden

#### 14 **2017 May Wastewater Process Highlights**

- ▶ I&I
  - Team Approach with Maintenance
    - Prioritized and Categorized I&I Issues
    - Insert Video Here
- ▶ Capital
  - Scoping Equipment needs for Hall Creek Headworks
    - Plan is to utilize RFP Process
  - Scoping Process to Retrofit Damascus Plant to extend useful life

15  **2017 May Distribution Highlights**

- ▶ Providing Technical Support to SFI and MFDWP Issues
  - Tremendous Effort with SFI Support
  - Video and Precision Pressure Drop Tests
    - Video shows Raw Water Line humped, creating air pocket
      - Correct when back to Riverine Conditions
    - Intake Vault clean out, lake level needs to come down a little
    - Investigating adding a 16" Mag meter we have in stock to intake
    - May have found a suitable check valve that will fit within the current flange dimensions
- ▶ Executing PSV/PRV Preventive Maintenance Program
  - Establishing Baseline for each PRV, Hydraulic Grade lines
- ▶ Continued with Customer Education & Inspections of Cross Connections and Back Flow Prevention

16  **2017 May Distribution Highlights**

- ▶ Recall we are systematically approaching water losses, Non Revenue Water, NRW
  - Drew Circle around the MFDWP to mass balance
    - Finished Water balanced to flowmeters and drawdown
    - Water back to Damascus & Wash Water Tank did not balance
      - Instrument Issues
  - Found Imbalance from Taylor's Valley Spring water to what was being supplied to the MFDWP
  - Located Leaks which then increased the spring line pressure and created more leaks. Valve issue with maintaining consistent hydraulic grade line. Parts on order.
- ▶ Results are promising more once verified.

17  **2017 May Distribution Highlights**

- ▶ Please recall how we want to use our hydrant PM's to stress test our distribution system.
  - Have issued Task Order to TLG to provide WCSA with a system wide hydrant database containing pertinent information on each hydrant, static pressure, critical node, residual pressure and flowrate per the hydraulic model. This then becomes that hydrant's performance standard.
  - Goal is that when the technician tests a hydrant he checks it against that hydrant's performance standard.
  - Technician can then determine if Pass/Fail. If Fail then issue work order or start diagnosing.

18  **2017 May Metering Highlights**

- ▶ Meter Replacement, Very Large Project
- ▶ At this point WCSA must validate existing meter accuracy to calculate ROI for financing purposes.
  - Use external source to validate WCSA measurements, have meeting with Meter Sys on July 11<sup>th</sup>.
- ▶ This is critical in determining WCSA's cash flow basis. We do not want this project to warrant a rate increase, but need facts to make this determination.

19  **Sensus – Enabling a Smart City/County**

20  **2017 May Water Maintenance Highlights**

- ▶ Galvanized Phase II Support
  - ~~Good Progress, Minimal Issues, Wrapping up D5~~
- ▶ System Improvements
  - ~~Abandoning Transite along Lee Highway~~
  - ~~Replacing problematic area along Hawthorne~~
  - ~~Slip Line Under Lee Highway @ Industrial~~
  - Osceola Road – In Final Testing
  - Universal Fibers
- ▶ Routine Activities
  - Leaks – 26 (2015 Avg. 30)
  - Main Line Breaks – 6 (2015 Avg. 6)
  - After Hours Responses – 44 (2015 Avg. 38)
    - *After Hours Responses a Target Area for Improvement*
- ▶ Costs
  - Preventive Maintenance
    - Mobile Equipment
    - Tanks
    - Pump Stations
    - Fire Hydrants

21  **May 2017**

22  **Year to Date we are Tracking Under Budget**

23  **Forward Looking Statement**

- ▶ Customer Relationships
  - Fire Departments
    - Hydrants & Training – Started
  - Water & Sewer Customers
    - More Customer Engagement at Time of Contact
- ▶ Quality
  - System Pressure/Flow Variations as Detected During Hydrant Stress Tests
  - Brumley Tank water turnover improvements
  - Hidden Valley DBP
- ▶ Costs
  - Production Costs (Water Loss and I&I)
  - Continue to work with all Departments to reduce Non Revenue Activities (NRA)
  - Hydrants as a Device to "Stress Test" our Water Delivery System to identify Problems Early
  - Construct Hydraulic Grade lines in our GIS to aid in Troubleshooting and Early Detection
  - Work with Engineering/Operations on How to Work Together to Obtain the Most Value in our Construction Projects