

Washington County Service Authority Board of Commissioners
January 26, 2009 Regular Meeting Minutes

The regular meeting of the Washington County Service Authority Board of Commissioners was called to order by the Chairman at 6:58 PM.

ROLL CALL

Commissioners Present:

Mr. Gerald Cole, Chairman
Mr. Scott Rector, Vice-Chairman
Mr. Joe Chase
Mr. Frank Stephon, IV
Mr. D.L. Stout

Commissioners Absent:

Mr. Sam Blaylock
Mr. Kenneth Taylor

Staff Present:

Robbie Cornett, General Manager
Kim Roberts, Controller
Amanda Paukovitz, Administrative Assistant
Doug Canody, Chief Engineer

Consultants Present:

Randall Hancock, PE, Draper Aden Assoc.
Bobby Lane, PE, The Lane Group
Kevin Heath, Adams-Heath Engineering

Also Present:

Ms. Dawn Figueiras, General Counsel
WCSA Employees

3. Public Query and Comment

Mr. Walt McNew of 27158 Rich Valley Road, which is Mr. Taylor's district, came forward with concern regarding the Maiden Creek/Rich Valley Rd. Project. He had seen no movement in 15 months, and they are in need of water. Mr. McNew made sure to thank the Board for the tank that has been serving the area; he referenced neighbors of his who have cancer, and the accessible water has been most helpful. He mentioned that he had talked with Mr. Cornett 3-4 months ago. Mr. McNew also asked for the same

meter price as was offered when the project started; he hoped for an update. Mr. Cornett stated that they are working on design and environmental review.

Mr. Canody explained that they had sent out the environmental letters, and have asked VDH about combining the Maiden Creek & Litchfield Projects. In order to possibly take advantage of some of the available stimulus money, Mr. Canody hopes to have the project ready for bid in 6-8 months from now; the process will take 30-60 days. Mr. McNew asked if right-of-ways had been acquired yet, to which Mr. Canody explained that they have not been determined or acquired, to date. They are in the process of figuring which right of ways are needed, and they need to gather easements. There are many legal hoops to jump through, and a 6-8 month timeline is a very aggressive schedule.

4. Approval of the Agenda

Mr. Cornett explained that there is an Amended Agenda for the Board to consider. He referenced the addition of item #14 and a Recess to the meeting. Mr. Stephon moved to approve the amended agenda. Mr. Stephon's motion was seconded by Mr. Rector, and was approved by a unanimous vote.

5. Approval of the Consent Agenda

- Minutes from November 24, November 24 Recessed (December 2) and December 22, 2008
- Routine Reports for December 2008
- Financial Statement for November 2008
- Check Register ending 12/31/08

Mr. Chase made a motion to approve the Consent Agenda. Mr. Chase's motion was seconded by Mr. Stephon. The

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motion was approved by a unanimous vote.

6. Engineer's Report and Update

Mr. Bill Aden introduced Mr. Tim Moore, Draper Aden and Associates' new Utilities Team Leader.

Mr. Randall Hancock with Draper Aden and Associates reported on the following projects:

- **Watauga Road**

Construction is done on both contracts. They are figuring final numbers with Little B Construction, and are checking on the restoration. They are scheduling the final inspection with Boring Construction and there is a change order later on the agenda. They hope to close it out by next month.

- **Glove Drive Waterline**

The project has been awarded to Crosspointe Contractors, and they hope to start construction any day. Also, Crosspointe has subcontracted quite a bit of the work to Caldwell.

- **Route 58 Water Storage Tank**

Phase 1 design and plans (grating and insulation of the waterline) have been completed and approved by the county. Phase 2 designs (of the tank) are completed and they plan to submit to VDH no later than this week. Once they complete the Phase 1 grating of the tank, they plan to open for bid later this year.

- **Exit 13 Wastewater Collection Project**

They have been going back and forth with RD. They had previously presented to the Board the Memorandum of Understanding to the Dept. of Resources. It was supposedly approved in Washington by RD. However, the Dept. of Resources has expanded their search and are looking further. The DAA plans to present the Board with a revised

memo in the future. We have continued to pursue those who we still have not received user agreements from. Also, there have been 20 residents eliminated from the plans, as they have been seen as avoidable if needed. He is unaware of the actual support count. Mr. Hancock expressed that he would be referring to some task orders later on in the agenda.

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

- **Lime Hill/Walker Mountain Rd.**

Construction of the line is complete. They had successful start up of their Lime Hill pump station last Monday. Contractors are working to schedule start up of the Walker Mountain pump station any day. It appears that they will have significant funds remaining in the budget for two reasons, 1) contractor did an excellent job with the road, and 2) we had significantly fewer people sign up for the project; they saved some money on connections and meters, which isn't necessarily a good thing. In result, they have about \$175,000 remaining funds from the project. WCSA staff, VDH and the Lane Group have been working to come up with a feasible way to use the remaining funds. Mr. Cole asked later how it was looking, as we were working with VDH regarding the remaining funds. Mr. Lane shared that it looks iffy; one of the things they had wanted to do was replace a small existing galvanized line that is leaking badly. The problem is that the proposed line for repair is outside the area that the original submitted environmentals covered. He doesn't believe we will be able to move quickly into using those funds; in order to use them in such a way, it would involve an expansion of the environmentals.

- **Water Treatment Plant/Intake PER**

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They are into the last phase of the planning. Mr. Lane said they are in the process of scheduling some testing and pilot studies, as discussed with the Board at the last meeting. They are hoping to do some of that Pilot testing work over the next 30-45 days. They will be doing some testing and advanced review of water age onsite (South Fork intake). As they continue to work with some of the regulatory and funding agencies, they have also received some environmental comments also from potential funders; the Lane Group continues to work on the environmentals.

Mr. Kevin Heath of Adams-Heath Engineering reported on the following projects:

- **Orchard Hill Road**

The contractor mobilized as of last week; had materials sent to the site. Construction may begin this week. They have received the first pay request from him for mobilization of materials.

- **Whites Mill Road**

Over the past month, the Authority's surveyor and attorneys have been working on resolving some legal issues related to the tank site. He understands it is coming closer to resolution; hopefully, it will be resolved in the near future.

7. WCSA In-House Construction Projects Report and Update

Mr. Doug Canody reported to the Board on the following:

- A gentleman did not make it in time for Public Query & Comment, but Mr. Canody passed out a thank you letter from him to the Board regarding the Litchfield Project funding.
- DWSRF Projects:
Chestnut Mountain Road

Need two additional signed petitions by those in the community to reach 50% to proceed and to obtain property ownership for the pump station; a pressure tank site remains to be accomplished prior to bidding. Money for the project has already been committed by DWSRF in the form a loan. Some property still needs to be acquired, but efforts are suspended until we know we have 50% participation. They are getting ready to send out a letter tomorrow to another individual who has expressed interest in the project.

Denton Valley Road

Notice to Proceed date was Jan. 5; project is under construction. The project is being funded by a grant through VDH.

Maiden Creek Rd. /Rich Valley Road

Letters have been sent to all environmental review agencies and a public meeting will be scheduled shortly.

Litchfield /Rich Valley Road

We are proposing to combine this project with Maiden Creek /Rich Valley Road and do them both simultaneously. Bid date for both is 6-8 months out, with construction to start in 8-10 months, and completed 6-9 months after that.

Mendota Road

Under construction by Tipton Construction. Still a few punch list items that cannot be taken care of until spring, many of which have to do with pavement restoration; the asphalt plant opens in the spring. We are holding until March/April when the punch list items are fixed.

Walker Mountain/ Lime Hill Road

The Lane Group gave an update on

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this project previously. The galvanized replacement they anticipated to do with the extra funds does not appear to fall within the guidelines of the submitted environmental; there is the possibility of replacing an old portion of the line within the subdivision. This would be within the environmental review and we also hope to close the gap on Lime Hill Rd. between the new pressure zone created with the pump station and the Rich Valley Rd. pressure zone. He spoke with VDH today and it is looking favorable, but the environmental process could take 2-3 months.

Orchard Hill Road

Adams-Heath Engineering reported on this.

Glove Drive Project

Was reported on by Draper Aden and Associates.

Sutherland Project

Will be addressed later in the meeting.

- The Engineering Department is reviewing and prioritizing the petition projects we have received this year in preparation for the funding applications that are due April 1 at the health department.

- WCSA Waterline Replacement Projects (utilizing WCSA Staff)

Hickory Lane Improvements

This project involved improvements to severely low pressures within homes in the Glade Spring area; it has been started and he believes completed since the last meeting.

Friendship Road

Improvements will begin any day; weather has held them up, but materials have been acquired.

- \$1,500 Projects (where WCSA contributes \$1,500 of materials)

Scott Ridge Road

Hopefully we have five people interested, but have only received one application, and that resident is in the process of purchasing a connection.

King Mill Pike

A sewer line extension has been requested by one resident. We have no work to do on this yet, but plan to start the paperwork in December.

Rich Valley Road (south of Rt.19)

This is a \$1,500 waterline extension. WCSA has not done any work on this as of yet, but hopes to start in the next month or two.

Hite Lane

As of this time, we have not received any commitments.

Spring Lake Road

Plans have been prepared, but we don't have any user agreements. The project has seemed to have lost momentum.

- Fire Hydrant Projects

Hillman Highway

He noted that they have written a letter to Mark Venable, the Meadowview Fire Chief, asking him to contact WCSA; they have not received a response from him. They need to solicit a project champion's support to solicit the funds required to buy the materials; WCSA provides the labor. They have evaluated the situation with fire flow and have a line that will support a minimum flow of 250 MGPM (million gallons per minute). They continue to wait for outside support.

Vances Mill Road

This project contains the subdivisions along Vances Mill Rd.,

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which includes: Sterling Manor, Westwood 2, Whites Pointe, Landridge, and a couple others. WCSA has one of the seven projects funded, despite an abundance of effort put forth by staff. We are preparing to install the fire hydrant in the Sterling Manor area. They believe that once that hydrant is installed, there may be a groundswell of support in other areas.

- **Developer Related Projects**

Have several projects that are waiting on review of revisions they have asked for:

Highlands Commercial (sewer line extension)

- Property across the road from Rt. 11 where Industrial Park Rd. crosses.

The Village of Abingdon

- Residential area

Century Village

- Residential area

Heartwood (waterline extension)

- An artisan center on the campus of VHCC.

Willowbrook

- Residential area

Commercial Develop. at Exit 19

- Maintenance has worked with the developer there. Have installed a connection and hydrant that the developer has tested for fire flow. They are expecting some plans to come in soon; the developer paid for the mainline connection & hydrant.

- Later on in the meeting, Mr. Canody plans to present the task orders and the general agreements with the Lane Group and Draper Aden & Associates. They have still yet to develop a contract with Adams-

Heath Engineering for the two projects they have been selected to help with; are planning on having a scoping meeting in the near future to discuss those projects. WCSA is getting the engineering agreements ready for that.

- Also, they are planning to have a scoping meeting with The Lane Group/Olver, Inc. to address the scope of the membrane study, which they were chosen as the preferred offeror of services.

Drinking Water Plant

They have improved task orders 5, 6 & 7, which all had to do with the Water Plant's design; Mr. Lane described these items previously.

- The projects that the Engineering Department is involved in include: the development of an **architectural services contract** with The Lane Group for the renovation of the lobby area, re-writing the **cross-connection program**, the **Sutherland Community Project's** reapproval and rebid (to be discussed later in the agenda), **Fire Hydrant Policy Review**, revisions of the **Fire Hydrant Policy**, and revisions to the **WCSA Policies and Procedures Manual**.

8. General Manager's Report & Update

Mr. Cornett reported on the following for the month of December:

Water Production

- Produced over 190 million gallons of drinking water.

Distribution

- Coordinated the outside purchase of more than 22 million gallons of drinking water.

Meter Department

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- 114 customers were telephoned following unusually high usage.

Customer Service

- Abated 48 bills for water leaks, totaling \$5,300.
- Over \$4,600 was written off as bad debt over three years old.

Maintenance

- Repaired 18 leaks & 7 major breaks.
- Constructed 10 water taps & 1 wastewater tap.
- Responded to 41 after hour maintenance call-outs.

Wastewater

- Treated more than 9 million gallons of wastewater.

Administrative Items

- Between January 4 and 11, we received 4.7 inches of rain that led to a chain of events that involved a number of our staff. The turbidity of Reservation Spring & Taylor's Valley exceeded 1 NTU, which is VDH's required limit. We had to take the spring out of service at 9am on January 8. As a result, flow was redirected from Middle Fork WTP back towards Damascus to serve those residents. We had to truck water up to Taylor's Valley to get water to those folks. In total, we trucked 20 loads of water during that outage. Turbidity measurements were taken regularly during those outages to determine when we could put the spring back in service. At 1pm on Jan. 10, we were able to reestablish service with 52 hours of downtime on the spring. Heavy rains began again almost immediately. We again had to cut the spring off on Jan. 12 at noon; the turbidity again exceeded 1 NTU. We were able to reestablish the spring again on Jan. 13 at 3:30pm with 21 total hours of downtime. In all, Reservation Spring was out of service 73 hours with approximately 2.6 million gallons of water being discharged into the nearby stream. Following that, the spring flow is up 140 gallons per minute (gpm). At Mill Creek, we also received

4.7 inches of rain over the same period. The spring's turbidity there reached 4 NTU, requiring us to continually chemically clean the stages at the membrane plant. Each chemical clean requires 8 hours per unit. By the time we cleaned the three units, 24 hours had passed; essentially, our capacity is down by 33%. We backwashed Stage 100: five times, Stage 200: four times, and Stage 300: two times; we were down for quite awhile. We lost 2.5 million gallons of plant production. During times of reduced flow at Mill Creek, WCSA must operate the temporary pump adjacent to Glade Business Park in Glade Spring to supplement the water to the Seven Springs system. In total, we pumped 854,000 gallons of water through that temporary pump. It was crucial that the personnel from our Drinking Water Plant, Maintenance Dept. and Distribution worked seamlessly to insure that all of these things happened; this was around the clock work by our staff. We are very appreciative of the cooperation among these departments and our staff to insure that our customers had water; there were no water outages as a result.

Mr. Chase later asked if we had customers without water because we had to cut off the spring. Mr. Cornett explained that we did not; one of the advantages of Taylor's Valley is that if we cut off the spring, we do not have to issue a No Water notice. It requires extra work & effort on our part, but we believe it's better than having to issue a No Water notice. The water was safe to drink and we had no problems.

- Sheila Poston of Chilhowie, VA has accepted our offer of employment as Staff Accountant. She is scheduled to begin work on February 2. Ms. Poston was present to greet the Board.
- Mr. Cornett also referenced a red-tagged document at the Board's stations. Last month, Mr. Lawson asked if 597 calls to