





**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Agenda Item: 1</b>  COMMUNICATION	Call the Meeting to Order
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>End Time:</b>	6:00


<b>Agenda Item: 2</b>  COMMUNICATION	Roll Call
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Present:</b>	Mr. Thayer, Mr. Taylor, Mr. Campbell, Mr. Miller, Mr. McCall and Mr. Orfield
<b>Absent:</b>	Mr. Smith
<b>End Time:</b>	6:01 pm

<b>Agenda Item: 3</b>  COMMUNICATION	Prayer and Pledge of Allegiance
<b>Presenter(s):</b>	Mr. Campbell opened in prayer and lead the Pledge of Allegiance.
<b>Beginning Time:</b>	
<b>End Time:</b>	6:01


<b>Agenda Item: 4</b>  COMMUNICATION	Approval of the Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Actual Motion:</b>	Motion to approve the Agenda.


**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mr. Orfield
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	6:02 pm

<b>Agenda Item: 5</b>  COMMUNICATION	Public Query and Comment
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Speakers:</b>	None
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	6:02


**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Agenda Item: 6</b>  COMMUNICATION	Consent Agenda
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	Mr. Miller recognized the employees who reached a 5 year milestone in years of service during the month of November 2019.
<b>On the Record:</b>	
<b>Actual Motion:</b>	Motion to improve the Consent Agenda
<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mr. Thayer
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	6:03

<b>Agenda Item: 6D</b>  EMPLOYER OF CHOICE	Years of Service Awards
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p>WCSA's dedicated employees lead the industry and the region by providing excellent, affordable, environmentally responsible water and wastewater service (<i>WCSA Mission Statement</i>).</p> <p>Years of service recognition by the Board is one of three ways WCSA recognizes the long-term commitment of our people to our customers. The following folks achieved a 5-year milestone during November 2019:</p> <ul style="list-style-type: none"> <li>▪ Robbie Cornett – 30 Years of Service</li> <li>▪ Nancy White – 20 Years of Service</li> <li>▪ Shane Hall – 15 Years of Service</li> </ul>
<b>Discussion:</b>	

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	Approve the years of service awards.
<b>Proposed Motion:</b>	Move to approve the years of service awards as presented.
<b>Actual Motion:</b>	Approved as part of the Consent Agenda
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	

<p><b>Agenda Item: 6E</b></p> 	<p>Consideration of Request to Pursue Funding and Contribute WCSA Funds for a Water Line Extension Along Abrams Falls Road, Fleenor's Memorial Road South, Hobbs Road and Prices Bridge Road.</p>
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p>Residents along Rich Valley Road, specifically Fleenor's Memorial South and Hobbs Road were solicited with User Agreements with the original Rich Valley Project that is nearing completion. Staff received inquiries from residents of when a possible project may develop for these areas. A few additional User Agreements have been acquired since that time. These areas were included in the Western Washington County Water Study.</p> <p>In the past few months, there has also been interest in a waterline extension project for Abrams Falls Road and also Prices Bridge Road. Staff sent out interest surveys for these areas to gauge the interest in public water. The surveys indicated interest in a project, so staff solicited User Agreements.</p> <p>Participation requirement to apply for VDH funding is a requirement of greater than 50% participation. Typically, it is also WCSA's practice and policy to provide \$1,500 per committed connection. For the (20) committed connections, this would account for \$30,000.</p> <p>The results of User Agreements (participation) are indicated below:</p>

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


	<u>Location</u>	<u>No. Committed Connections</u>	<u>No. Possible Connections</u>	<u>Percentage Participation</u>
	Abrams Falls Rd.	5	6	83%
	Fleenor's Memorial S. Rd.	3	3	100%
	Hobbs Rd.	9	14	64%
	Prices Bridge Rd.	3	4	75%
	These potential projects are not in the five-year rate and financial plan and would represent new revenue requirements should they be funded with loan monies and accepted by the Board.			
<b>Discussion:</b>				
<b>On the Record:</b>				
<b>Enclosures:</b>	None			
<b>Recommendation:</b>	Subject to answering any questions that you may have, staff kindly recommends the Board authorize staff to apply for funding for Abrams Falls Road, Fleenor's Memorial Road South, Hobbs Road and Prices Bridge Road and contributing \$1,500 of WCSA funds for each committed connection.			
<b>Proposed Motion:</b>	Authorize staff to apply for funding to funding agencies for Abrams Falls Road, Fleenor's Memorial Road South, Hobbs Road and Prices Bridge Road and contributing \$1,500 of WCSA funds for each committed connection or \$30,000.			
<b>Actual Motion:</b>	Approved as part of the Consent Agenda			
<b>Motion By:</b>				
<b>Second By:</b>				
<b>Voting: Ayes:</b>				
<b>Nays:</b>				
<b>Abstain:</b>				
<b>End Time:</b>				

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


<b>Agenda Item: 6F</b>  INFRASTRUCTURE	Consideration of WCSA Russell County Public Service Authority, Contract for Sale of Water, Amendment #1
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p>The Hidden Valley Water Project is comprised of (2) Phases. Phase 1 was completed in December of 2015. Water is supplied to the Phase 1 area from Russell County PSA, by way of a previously approved Contract Sale of Water. This Contract was previously approved in October of 2013. Phase 2 of the Hidden Valley Water Project is under design and will begin construction in early 2020. The original contract identified a normal operating pressure of 42 psi at the takeover point located at the Russell County Line, identified a not to exceed instantaneous 398 gpm flowrate and a not to exceed 12,000 gallons' flow/day. Rates were also established at \$4.18/gallon. Due to VDH regulations and actual pressures from the Russell County system, the Contract necessitated being amended to adequately establish mutual changes to the previously approved contract.</p> <p>The amended Contract will establish normal operating pressures of 105-120 psi at the takeover point, with a new established not to exceed 275 gpm instantaneous flow rate. The maximum daily flow/day will increase to 25,000 gpd. Rates per/1,000 gallon of water will also increase to \$4.45. A provision is also added to the Contract that when WCSA utilizes flushing water from flushing fire hydrants, conducting fire flow analysis or flushing or lines for water quality the quantity of water utilized will be billed at the bulk water rate RCPSA receives from the Town of Lebanon. Normally 10% is added to the bulk water rate by RCPSA, but this percentage will not be added when flushing water is utilized.</p> <p>Russell County PSA has previously approved the amended and restated Contract.</p>
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	Redline version of the Contract which shows the suggested edits.
<b>Recommendation:</b>	Subject to answering any questions the Board may have, Staff recommends the Board favorably consider Amendment 1 to the Contract.
<b>Proposed Motion:</b>	Move we approve Amendment 1 to the WCSA Russell County Public Service Authority, Contract for Sale of Water.
<b>Actual Motion:</b>	Approved as part of the Consent Agenda
<b>Motion By:</b>	
<b>Second By:</b>	


**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	

<b>Agenda Item: 7</b>  COMMUNICATION	Consideration of Check Numbers 044118 – Misty Mountain Spring Water - \$31.90 (11/8/19) and 044164 – Misty Mountain Spring Water - \$47.85 (11/14/19)
<b>Presenter(s):</b>	Chairman
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	Tim Orfield
<b>Background:</b>	Mr. Orfield is an employee of Mid-Mountain Foods.
<b>Discussion:</b>	Mr. Orfield abstained from voting on this item as he is employed by Food City.
<b>On the Record:</b>	
<b>Actual Motion:</b>	Motion to approve checks as listed above
<b>Motion By:</b>	Mr. McCall
<b>Second By:</b>	Mr. Campbell
<b>Voting: Ayes:</b>	5
<b>Nays:</b>	0
<b>Abstain:</b>	Mr. Orfield
<b>End Time:</b>	6:04

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


<b>Agenda Item: 8</b>  COMMUNICATION	Legal Counsel Report and Update
<b>Presenter(s):</b>	Thomas Dene
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	None
<b>On the Record:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	6:04


<b>Agenda Item: 9</b>  COMMUNICATION	General Manager Report and Update
<b>Presenter(s):</b>	Robbie Cornett
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	Mrs. Edwards requested and Amendment to the Customer Service Budget for Compensation in the amount of \$33,696 in order to fill an upcoming vacancy in Customer Service. Mr. Cornett then made the Board aware of a letter sent from Mr. Alexander of 733 Damascus Drive in Damascus Virginia who is interested in purchasing a section of property owned by WCSA.
<b>On the Record:</b>	
<b>Actual Motion:</b>	Approve Amendment to the Customer Service Budget for Compensation as requested
<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mr. Thayer
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0



**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**



<b>End Time:</b>	6:10
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<b>Agenda Item: 10</b>  COMMUNICATION	Operations Manager Report and Update – Team Presentations A) <b>Energy Efficient Lighting</b> B) <b>Water Quality Update</b>
<b>Presenter(s):</b>	Dave Cheek A) Steve Carter & AC Salyers B) Larry Thomas, James Denton & Drew Langston
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	6:45


<b>Agenda Item: 11</b>  INFRASTRUCTURE	Engineering Report / Construction Projects Update
<b>Presenter(s):</b>	Ryan Kiser
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Discussion:</b>	Mr. Kiser reported on: the Sugar Cove pump stations savings, pre-bid for the Rich Valley Road Project, Hidden Valley Phase 2, the Gal Line Phase 3 Project, the Notice of Award for Hall Creek and funding for Mendota Road / Mary's Chapel. Mr. Bill King gave an update on the Lee Highway Sewer Project.
<b>On the Record:</b>	
<b>Actual Motion:</b>	

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	6:53

<b>Agenda Item: 12</b>  INFRASTRUCTURE  FINANCIAL VIABILITY	Consideration of Sole Source Procurement for Advanced Metering Infrastructure Project
<b>Presenter(s):</b>	Dave Cheek
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p>WCSA wishes to procure for the Advanced Metering Infrastructure (AMI) Project (the Project) in a manner which provides WCSA with the best value over the life of the Project (15-years). WCSA's primary concerns are coverage (how many water meters can be read by the system), reliability, capital and ongoing operations and maintenance costs.</p> <p>WCSA applied the Virginia Public Procurement Act, Rev 2019 and WCSA Procurement Guidelines, Rev 2017 relative to sole source procurement to the Project.</p> <p>The Project under consideration is unique in that American Electric Power (AEP) is deploying their own AMI network and has offered to allow WCSA to use it. Based on evaluations and estimates by third parties, the shared network infrastructure will reduce WCSA's cost of ownership (construction, operation and maintenance) and result in significantly better coverage.</p> <p>AEP underwent a thorough and competitive selection process to identify and procure a network partner and service provider. Itron was chosen.</p> <p>The AEP/Itron network, offered to WCSA, provides the lowest cost of ownership over the life of the Project and better coverage than anyone else (best value). Accordingly, the Board of Commissioners approved the Project financial analysis at the October 2019 BOC Meeting. This financial analysis utilized the WCSA/AEP/Itron combined network</p>

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


<b>Agenda Item: 13</b>  FINANCIAL VIABILITY	Consideration of Banking Services Procurement
<b>Presenter(s):</b>	Melinda Jett
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	<p><u>Background:</u> WCSA last issued a Request for Proposals (RFP) for Banking Services in December 2014. A new RFP for Banking Services was advertised on October 8, 2019 and copies of the RFP were hand delivered to every full service bank in Washington County on October 9, 2019. Several criteria were indicated as “required,” while three criteria were indicated as “optional.”</p> <p>Required:</p> <ul style="list-style-type: none"> <li>• Remote Deposit Capture</li> <li>• Ability to accept deposits at branch and make change orders if needed</li> <li>• Merchant Processing Services</li> <li>• Online Banking Services</li> <li>• Financial Strength/Stability of bank</li> <li>• Acceptable level of customer service capabilities</li> <li>• Other services</li> </ul> <p>Optional:</p> <ul style="list-style-type: none"> <li>• Accept WCSA payments at branch locations in Washington County</li> <li>• Allow WCSA to place a kiosk in branch banking locations</li> <li>• Be able to provide “Positive Pay” and partial reconciliation of bank statement</li> </ul> <p>Five banks responded with proposals. It was determined that one bank’s (New Peoples Bank) proposal was ranked lower than the other four banks as their proposal did not provide full answers/explanation to one of the required criteria and did not address one of the optional criteria included in the RFP; therefore, meetings/interviews were set up with the four remaining banks: Carter Bank &amp; Trust, First Bank &amp; Trust, First Community Bank (HUB) and Powell Valley National Bank.</p> <p>Based on the proposals and the interviews, management will make a recommendation at the December Board meeting regarding a bank to provide banking services for WCSA.</p>
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	None

**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**


	<p>infrastructure as one of the options.</p> <p>Applying the above summarized work to the Virginia Public Procurement Act, Rev 2019 (Article 2 Contract Formation &amp; Administration, 2.2-4303 Methods of Procurement) and WCSA Procurement Guidelines, Rev 2017, it appears that this aligns with non-competitive procurement. Please reference attached chart. This will require two key steps.</p> <p>Step 1: WCSA's Board of Commissioners approved a notice of non-competitive procurement at its November Meeting. This triggered a notice which was posted in the WCSA lobby, WCSA web site and VA Department of General Services central electronic procurement website for 10 days.</p> <p>Step 2: At December Meeting, consideration is to be given to any protests followed by consideration of the agreement with Itron and authorization of the WCSA's General Manager to execute the agreements.</p>
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	None.
<b>Recommendation:</b>	Scheduled to be made at your December 16, 2019 meeting.
<b>Proposed Motion:</b>	To approve the Sole Source Determination and Intent to Award Contract as presented. See attached.
<b>Actual Motion:</b>	
<b>Motion By:</b>	Mr. McCall
<b>Second By:</b>	Mr. Taylor
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	6:57


**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Recommendation:</b>	Approve recommendation to move banking services to First Bank and Trust.
<b>Proposed Motion:</b>	
<b>Actual Motion:</b>	As recommended
<b>Motion By:</b>	Mr. Taylor
<b>Second By:</b>	Mr. Campbell
<b>Voting: Ayes:</b>	6
<b>Nays:</b>	0
<b>Abstain:</b>	0
<b>End Time:</b>	7:00

<b>Agenda Item: 14</b>  COMMUNICATION	Closed Meeting
<b>Presenter(s):</b>	Commissioner
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	
<b>Discussion:</b>	No Closed Meeting
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	
<b>Proposed Motion:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	


**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

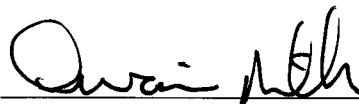
<b>Agenda Item: 15</b>  COMMUNICATION	Return to Open Meeting
<b>Presenter(s):</b>	Commissioner
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	NA
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	
<b>Proposed Motion:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	
<b>Voting: Ayes:</b>	
<b>Nays:</b>	
<b>Abstain:</b>	
<b>End Time:</b>	

<b>Agenda Item: 16</b>  COMMUNICATION	Late Items
<b>Presenter(s):</b>	Commissioner / General Manager
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	
<b>Discussion:</b>	No Late Items
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	
<b>Proposed Motion:</b>	
<b>Actual Motion:</b>	
<b>Motion By:</b>	
<b>Second By:</b>	

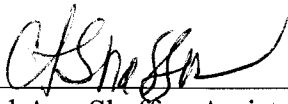
**Washington County Service Authority Board of Commissioners  
December 16, 2019 Regular Board Meeting Minutes**

<b>Voting:</b>	<b>Ayes:</b>	
	<b>Nays:</b>	
	<b>Abstain:</b>	
<b>End Time:</b>		

<b>Agenda Item: 17</b>  COMMUNICATION	Adjourn
<b>Presenter(s):</b>	Commissioner
<b>Beginning Time:</b>	
<b>Potential Conflict(s) of Interest and Abstention(s):</b>	
<b>Background:</b>	
<b>Discussion:</b>	
<b>On the Record:</b>	
<b>Enclosures:</b>	
<b>Recommendation:</b>	
<b>Proposed Motion:</b>	Motion to Adjourn
<b>Actual Motion:</b>	
<b>Motion By:</b>	Mr. Campbell
<b>Second By:</b>	Mr. Orfield
<b>Voting</b>	<b>Ayes:</b> 6
	<b>Nays:</b> 0
	<b>Abstain:</b> 0
<b>End Time:</b>	7:00



Dwain Miller, Chairman



Carol Ann Shaffer, Assistant Secretary

**WRA Monthly Project Status Report**

January 17, 2020

Project Name: Mill Creek DWP Environmental Health & Safety Evaluation

WRA Work Order #: 46620-001

Recent Activities:

1. On 1/9/20, WCSA requested a scope and fee for design of the Fluoridation and Ventilation systems as recommended in the final Environmental Health & Safety report.

Upcoming Tasks:

1. WRA is preparing the requested scope and fee. Future updates will be provided under a new task order.

Scope Changes:

1. None

Budget Status:

Invoiced thru: December 21, 2019

Original Budget: \$49,710.00

Invoiced: \$40,742.00

Supplement 1: \$0.00

Percent: 82%

Total Budget: \$49,710.00

Remaining Budget: \$8,968.00

Schedule Status:

Task	Scheduled Date	Actual Date
Perform EH&S Eval.	6/5/2019	6/5/2019
Review List of Improvements	7/2/2019	7/2/2019
Submit Draft Report	8/1/2019	8/1/2019
Submit Final Report	9/27/2019	9/27/2019

WCSA Input Required:

1. None

Issues WCSA should be aware of:

1. None



**WRA Monthly Project Status Report**

January 17, 2020

Project Name: Mill Creek DWP Chlorine Contact Tanks Evaluation RA Work Order #: 46620-002

**Recent Activities:**

1. WCSA inquired on 12/12/19 about options for bidding a tank project using a life-cycle cost calculation in the evaluation of bids. WRA responded on 12/23/19, with an example of how this option was used with a project funded by Rural Development.
2. WCSA requested a scope and fee on 1/9/20 from WRA to prepare a PER for replacmenet of the chlorine contact tanks. The PER is to be reviewed and approved by VDH and RD.

**Upcoming Tasks:**

1. WRA is preparing the requested scope and fee. Future updates will be provided under a new task order.

**Scope Changes:**

1. None

**Budget Status:**

Invoiced thru: December 21, 2019

Original Budget:	<u>\$33,220.00</u>	Invoiced:	<u>\$27,899.00</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>84%</u>
Total Budget:	<u>\$33,220.00</u>	Remaining Budget:	<u>\$5,321.00</u>

**Schedule Status:**

Task	Scheduled Date	Actual Date
Review Documents	Upon Receipt	On-Going
Perform Tank Inspection	7/30/2019	7/30/2019
Submit Draft Report	8/30/2009	9/6/2019
Submit Final Report	Complete	

**WCSA Input Required:**

1. None

**Issues WCSA should be aware of:**

1. None

**WRA Monthly Project Status Report**

January 17, 2020

Project Name: Mill Creek DWP Finished Water Pumps Evaluation WRA Work Order #: 46620-003  
No Change

Recent Activities:

1. On-going discussion regarding the scope of the finished water pumping system occurred in September. The current plan is WCSA will perform additional pump tests and will provide this information to WRA for their use in evaluating the pumps and distribution system. WRA will prepare a "skeletonized" hydraulic model to evaluate the distribution system and provide pump design points and a Technical Memoradun as described in an e-mail dated September 30, 2019.
- 2.

Upcoming Tasks:

1. See above.

Scope Changes:

1. See above.

Budget Status: Invoiced thru: December 21, 2019

Original Budget:	<u>\$18,695.00</u>	Invoiced:	<u>\$3,168.00</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>17%</u>
Total Budget:	<u>\$18,695.00</u>	Remaining Budget:	<u>\$15,527.00</u>

Schedule Status:

Task	Scheduled Date	Actual Date
Review Documents	Upon Receipt	On-Going
Perform Pump Tests	7/31/2019	7/30/2019
Submit Draft Report	TBD	TBD
Submit Final Report	TBD Following WCSA review	

WCSA Input Required:

1. RFI submitted via e-mail regarding Chilhowie distribution system and locatoin of pressures recorded during pump tests performed on July 30, 2019.

Issues WCSA should be aware of:

1. None

**WRA Monthly Project Status Report**

January 17, 2020

Project Name: Mill Creek DWP Plant Control System Study Work Order #: 46620-004  
No Change

Recent Activities:

1. Due to on-going construction contract final completion work, WCSA and WRA agreed to postpone the Plant Control System Evaluation workshop. The meeting is to be scheduled at a later date, following resolution of the final change order and final completion of Mill Creek DWP construction project.

2.

Upcoming Tasks:

1. Schedule the Plant Control System Evaluation workshop.

Scope Changes:

1. None

Budget Status:

Invoiced thru: October 26, 2019

Original Budget:	<u>\$41,580.00</u>	Invoiced:	<u>\$0.00</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>0%</u>
Total Budget:	<u>\$41,580.00</u>	Remaining Budget:	<u>\$41,580.00</u>

Schedule Status:

Task	Scheduled Date	Actual Date
Review Documents	Upon Receipt	
Kickoff Meeting & Workshop	TBD	
Submit Draft Report	TBD	
Submit Final Report	TBD Following WCSA review	

WCSA Input Required:

1. Notify WRA upon issuance of final completion of the Mill Creek DWP construction contract.

Issues WCSA should be aware of:

1. None

**WRA Monthly Project Status Report**

January 17, 2020

Project Name: WCSA Water Model Evaluation WRA Work Order #: 46620-005  
No Change

Recent Activities:

1. WRA received a notice to proceed on October 30, 2019 to perform the Water Model Evaluation. We have evaluated the completeness of and system information included in the model, have run the model, identifies any errors, and provided recommenations. WRA's letter report summarzing the findings was submitted on November 8, 2019.

2.

Upcoming Tasks:

1. None

Scope Changes:

1. None

Budget Status:

Invoiced thru: December 21, 2019

Original Budget:	<u>\$6,060.00</u>	Invoiced:	<u>\$4,848.00</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>80%</u>
Total Budget:	<u>\$6,060.00</u>	Remaining Budget:	<u>\$1,212.00</u>

Schedule Status:

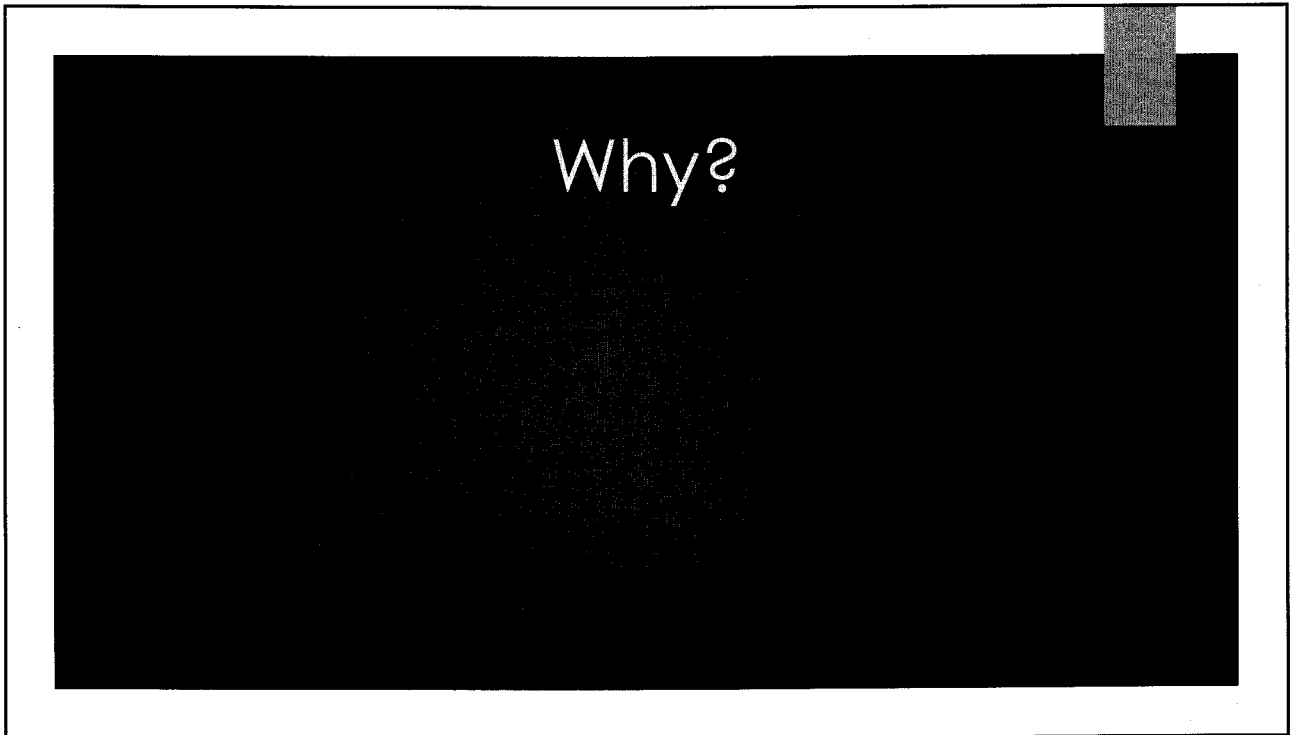
Task	Scheduled Date	Actual Date
Provide Letter Report	11/11/2019	11/8/2019

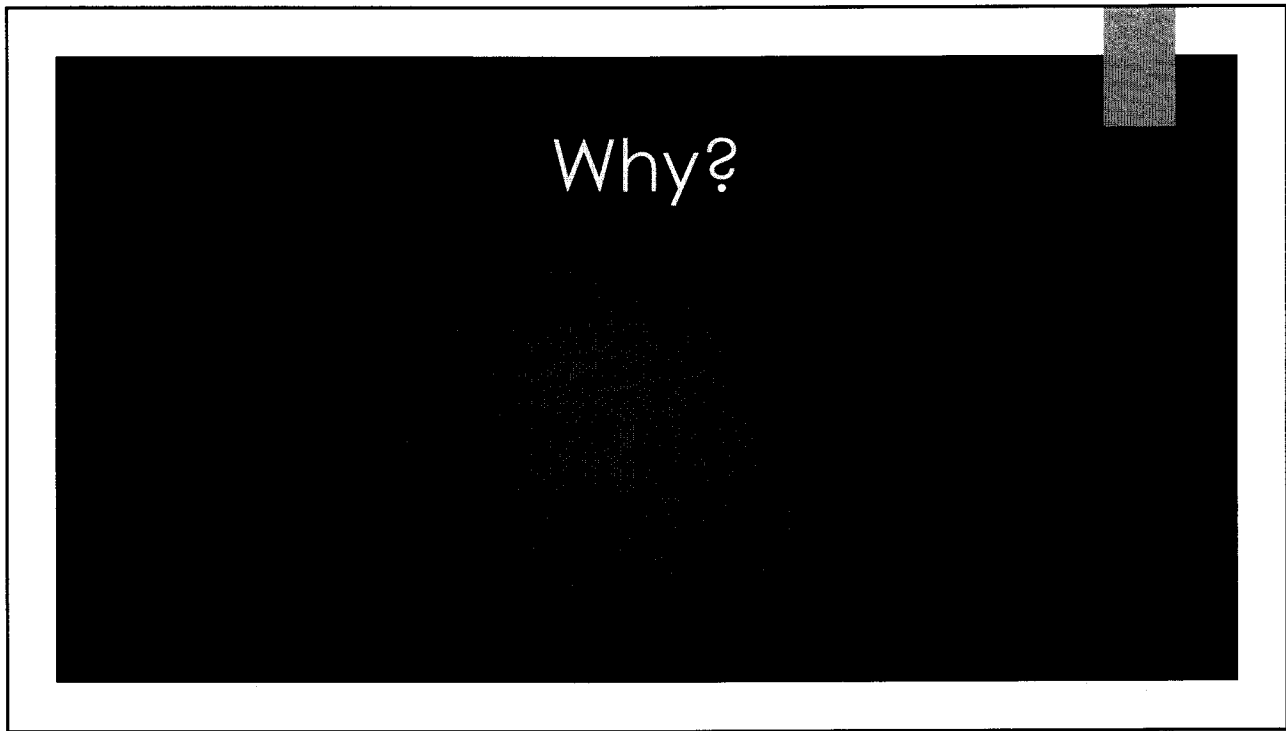
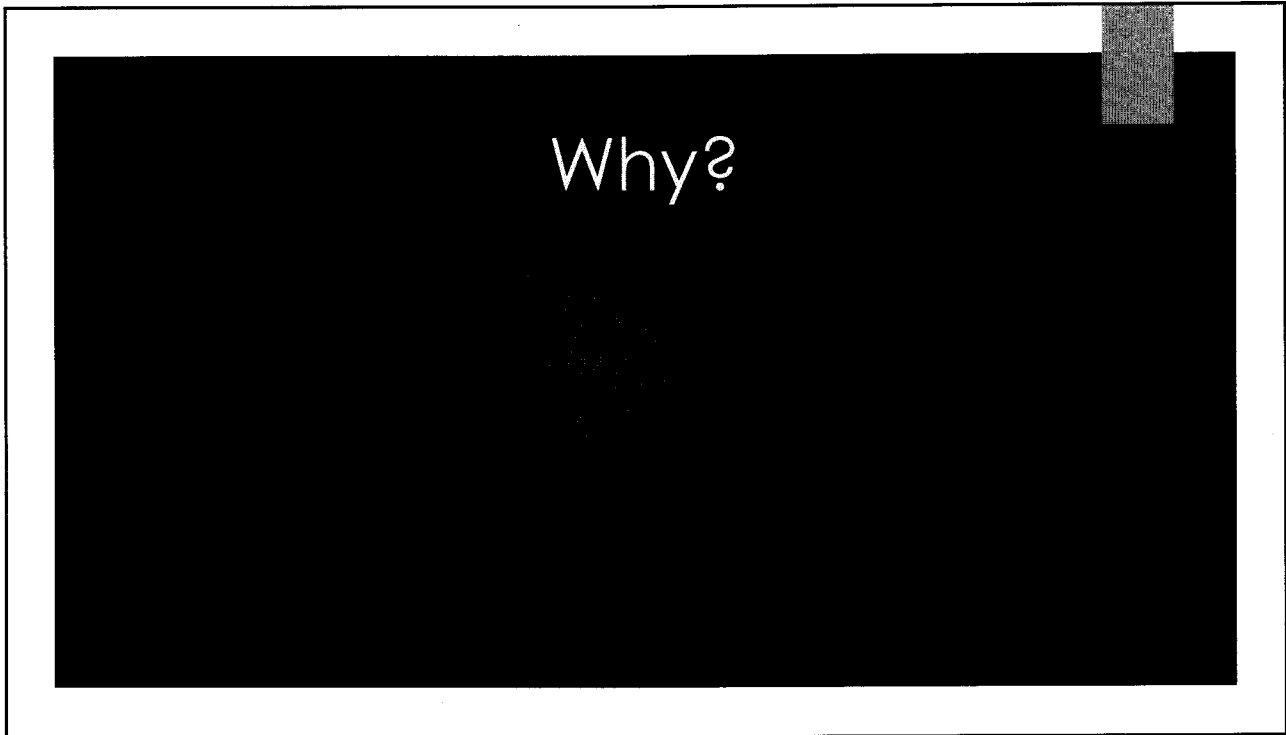
WCSA Input Required:

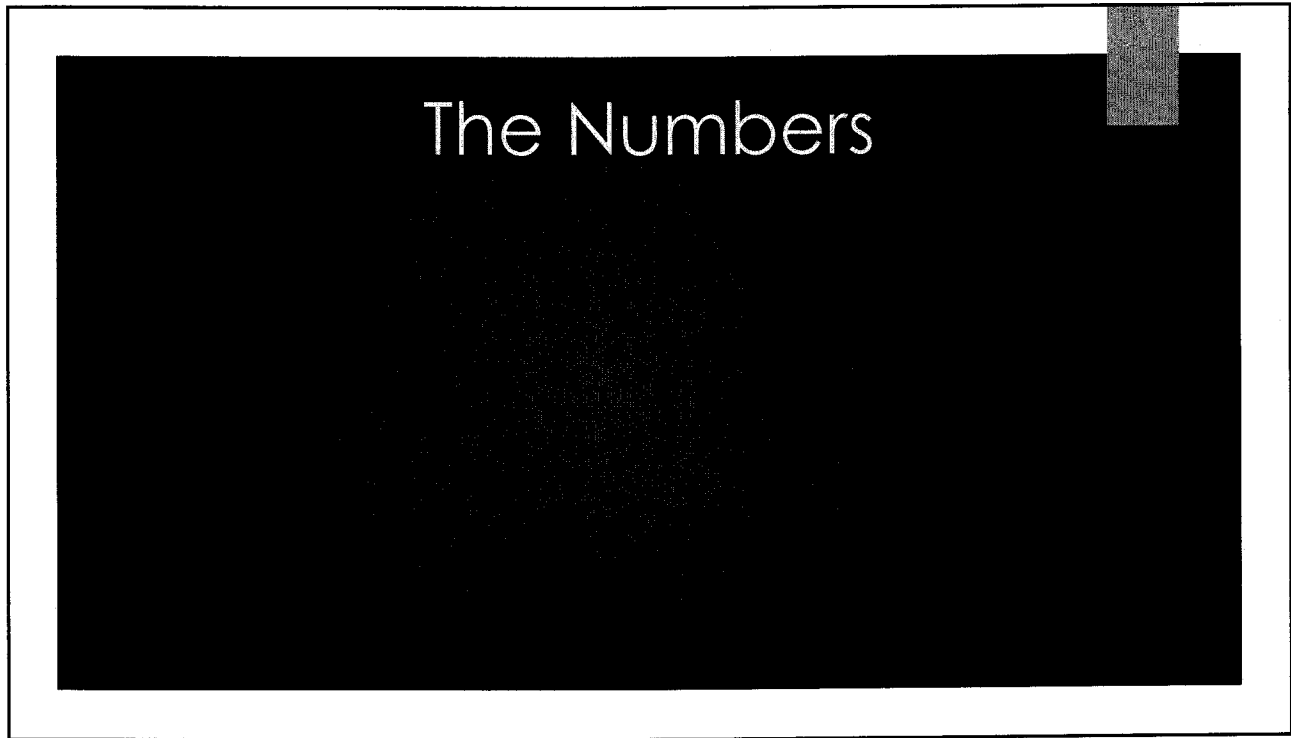
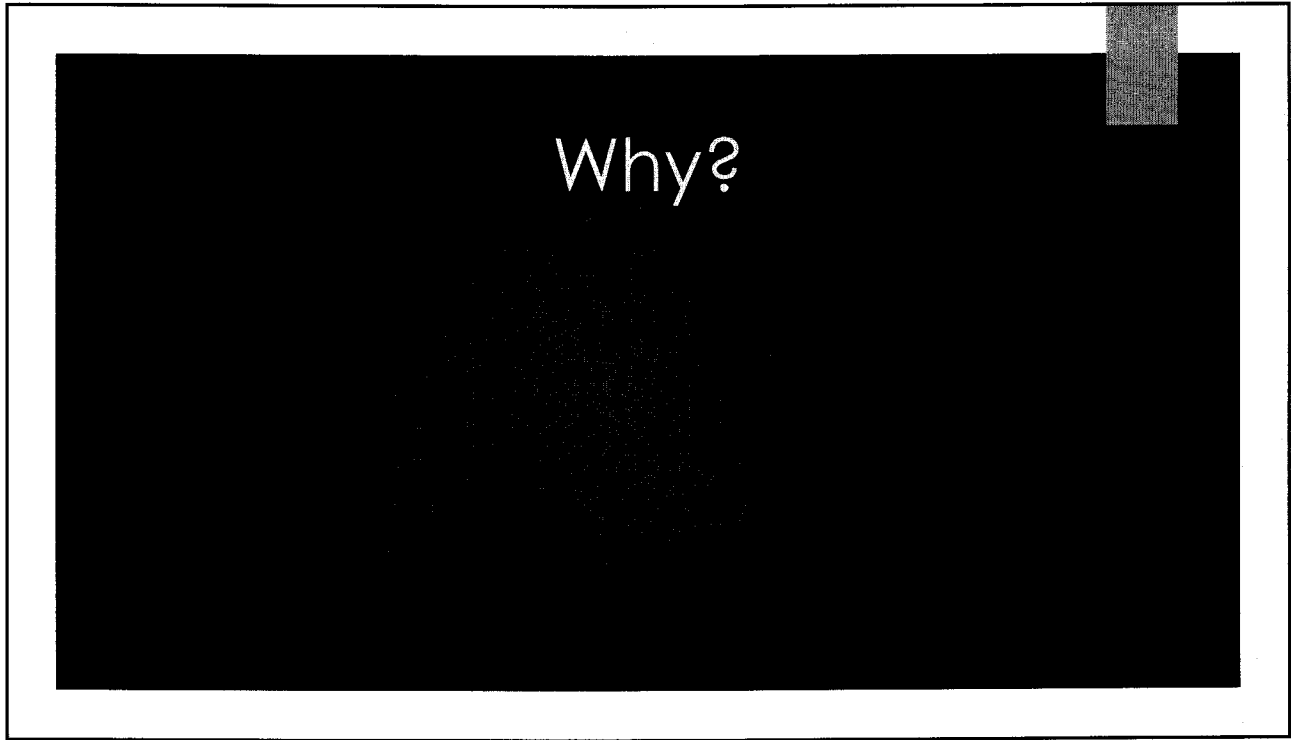
1. None

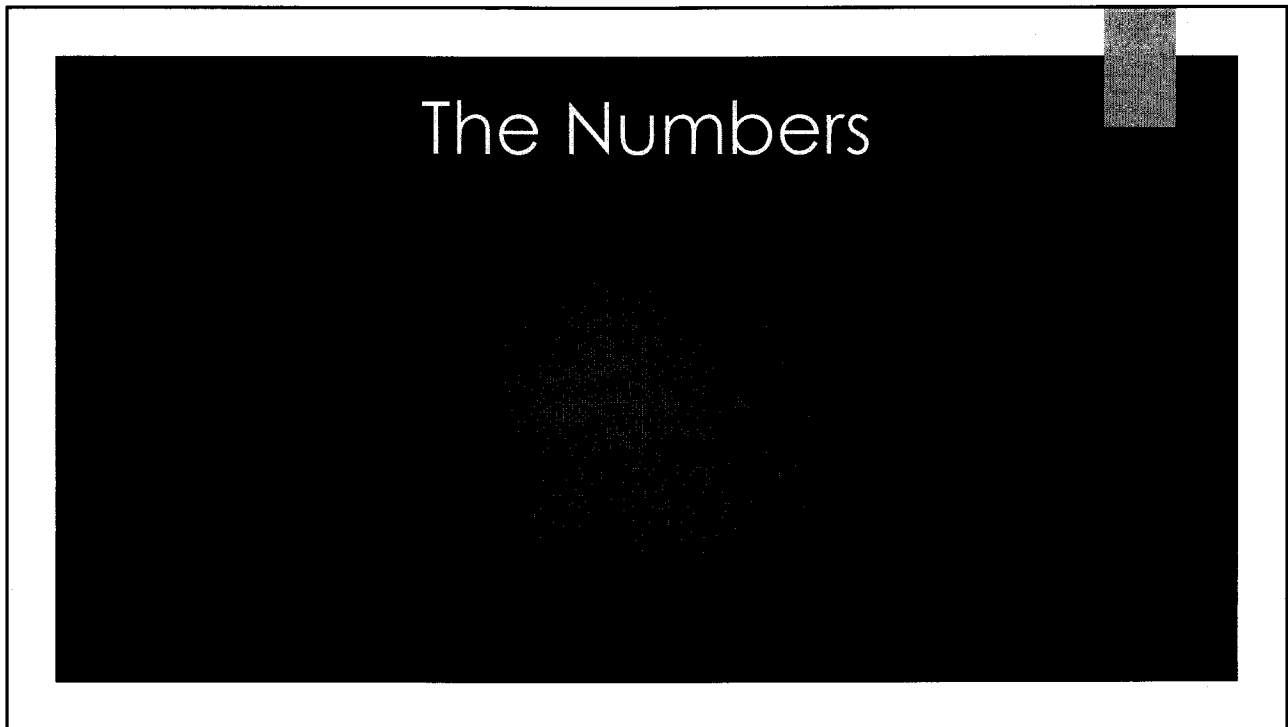
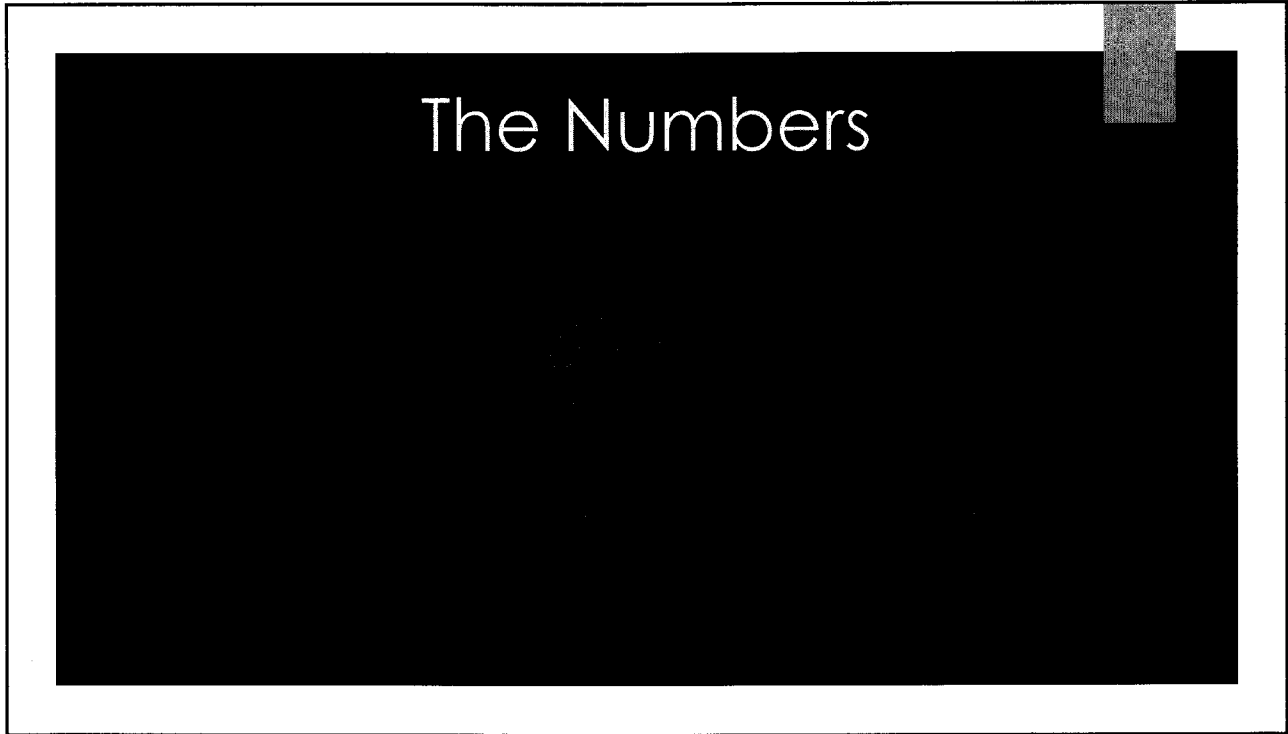
Issues WCSA should be aware of:

1. None











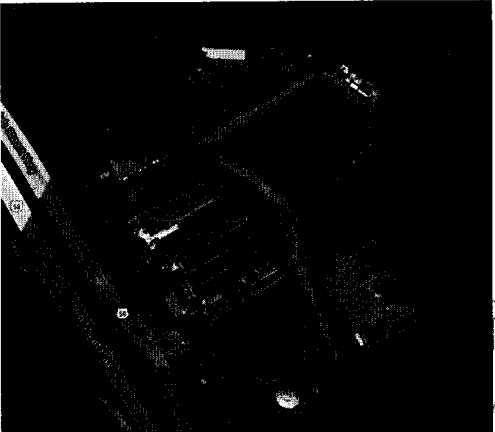
# The Numbers

# WATER QUALITY IMPROVEMENT STORY

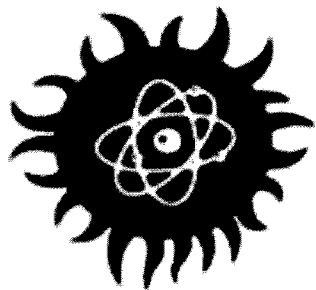
## WATER QUALITY 101

### DISINFECTION PROCESS

```
graph TD; A[SOURCE WATER ENTERS PLANT] --> B[1ST CHLORINE DOSE]; B --> C[SED. BASINS]; C --> D[CLARIFIERS]; D --> E[FILTERS]; E --> F[2ND CHLORINE DOSE]; F --> G[CONTACT TANKS]; G --> H[DISTRIBUTION SYSTEM]; H --> I[3RD CHLORINE DOSE]; I --> J[CUSTOMER'S HOME];
```



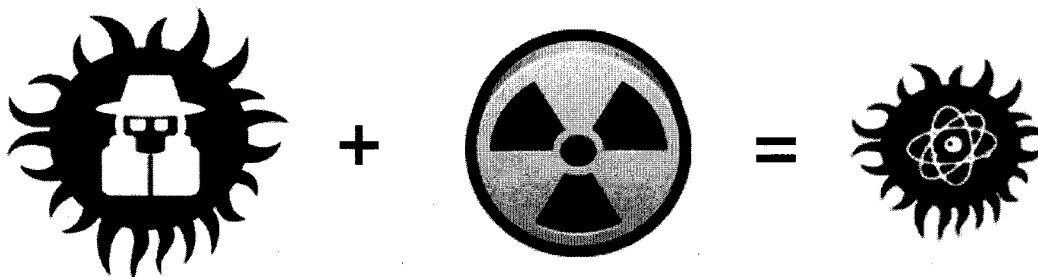
# WATER QUALITY 101



DISINFECTION BY-PRODUCTS  
TTHM – TOTAL TRIHALOMETHANE  
HAA5 – HALOACETIC ACIDS

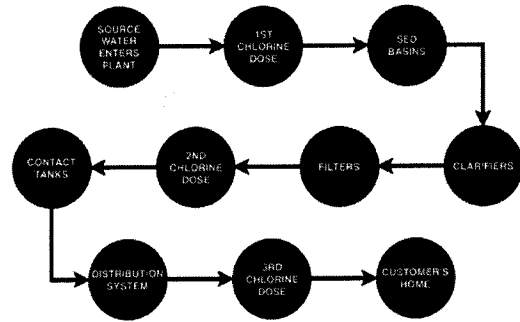
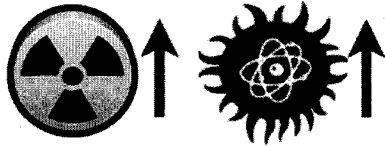
# WATER QUALITY 101

DISINFECTION BY-PRODUCTS



# WATER QUALITY 101

## DISINFECTION BY-PRODUCTS



# WATER TEMPERATURE

