

AGENDA FOR THE REGULAR MEETING OF THE
NEW RIVER REGIONAL WATER AUTHORITY
HELD AT THE TOWN OF WYTHEVILLE,
MUNICIPAL BUILDING
IN WYTHEVILLE, VIRGINIA
THURSDAY, March 21, 2019, AT 11:00 A.M.

RE: CALL TO ORDER, QUORUM

RE: INVOCATION AND PLEDGE OF ALLEGIANCE

RE: CONSENT AGENDA

RE: CITIZENS' TIME

RE: VENDOR TIME

RE: APPROVAL OF INVOICE

1. AEP	\$13,759.41
2. Town of Wytheville	\$70,119.27
3. Wythe County	\$20,562.83 (February)
4. Enel X	\$2,196.99 (Credit)

RE: CHIEF OPERATOR'S REPORT

1. Lagoon #1 Cleaned
2. 2018 Water Quality Report
3. VDH Plant Inspection
4. Fluoride Meter
5. Mowing Bidding Process
6. HVAC Issues
7. Safety
8. Mr. Farmer Class 2 Exam
9. New Raper Ridge Tank
10. DEQ Inspection

RE: BOARD TIME

RE: CLOSED SESSION

Chief Operators Notes

1. Lagoon #1 was cleaned by the plant operators in conjunction with LUSK Disposal Service to haul off and dispose of the silt. Previously the operators not able to get V&M Regional Recycling, the contractor who previously handled the silt disposal, to do the work. This put plant maintenance behind. V&M was cheaper, at \$159.95 /load versus \$275/load, plus a \$200 delivery charge for Lusk. (diff. per load 115.05 + 200) The price difference as well as a wet year has pushed us over budget for silt removal. Lagoon #1 now has a new layer of sand and is back in service.
2. Mr. Eric Herold emailed a summary of the water quality results for the year 2018. It is attached with the board packet. There were no violations noted.
3. We received the report from our plant inspection on 2/5/19, which was conducted by Mr. Eric Herold with VA Dept. of Health, Office of Drinking Water. I have included his comments from this inspection as well as the summary of problems identified in previous inspections. We have already corrected several of these items such as, repairing the inline pH meter, ordered new primary standards for the inline turbidity meters, and performing the required filter tests.
4. A replacement fluoride meter has been ordered. The VDH will be reimbursing us for this purchase. Jonathan initiated this process. Thank you.
5. The bidding process for the 2019 ground maintenance contract ended March 8th, 2019. 2 Bids were received. Jackson Lawn Care came in with the lowest offer at \$285/session and was awarded the bid.
6. VA Heating and Cooling were on site 3/1/2019. Our new heat pump was making noise. Upon investigation we found it to be iced up to the point of damaging the fan blades. VA Heating and Cooling is ordering new fan blades and will be back to install the fan blades and troubleshoot the ice problem. They told us to run in emergency heat until then. They installed the new fans on 3/20/2019.

7. In an effort to keep the operators safe and compliant I have been ordering various PPE for each operator. After discussing with the operators how we were handling the sodium permanganate barrels, I ordered longer tubing for the chemical pump. I am hopeful this will be the solution to moving the heavy barrels inside to fill the tank. I also invited VACORP to help with a safety program and identify hazards at the plant. Kathleen Guzi and Chris Ballard, of VACORP came on 3/14/2019. The meeting was informative of their services. They plan to have a follow up walk through to customize training and safety policies to our facility and operators.
8. Mr. Farmer will be taking his class 2 exam on March 27, 2019.
9. The new Raper Ridge Tank is to be filled on March 26, 2019. There is a meeting to be held at NRRWA with Scott Bortz and those involved on March 25th at 10am to coordinate the filling procedure.
10. DEQ to be onsite March 25, 2019. The inspection is in reference to our water withdraw permit and documentation associated with it.

**MINUTES OF THE REGULAR MEETING OF THE
NEW RIVER REGIONAL WATER AUTHORITY
HELD AT THE TOWN OF WYTHEVILLE,
MUNICIPAL BUILDING IN WYTHEVILLE, VIRGINIA
THURSDAY, February 21, 2019 AT 10:00 A.M.**

Members present: Stephen Bear (Wythe County), C. Wayne Sutherland, Jr. (Wytheville), Tim Reeves (Wythe County), Jessica Montgomery (Carroll County).

Members absent: Steve Truitt (Carroll County), Joseph E. Hand, Jr. (Wytheville), Gene Horney (Wythe County)

Others present: Jonathan Hanks, Beth Taylor, Robby Krunich, Trevor Hackler, Zachary Slate, Bret Cockram

RE: CALL TO ORDER, QUORUM

Chairman Bear established that a quorum of Authority members was present and called the meeting to order at 10:00 a.m.

RE: INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Bear led those present in the invocation, followed by the Pledge of Allegiance.

RE: CONSENT AGENDA

Chairman Bear presented the Consent Agenda consisting of the minutes of the regular meeting of January 17, 2019 to the Authority members for approval. Chairman Bear inquired if there was any discussion on the minutes as presented. Mr. Reeves made a motion, which was seconded by Mrs. Montgomery, to approve the Consent Agenda including the minutes of the January 17, 2019 meeting. The motion passed unanimously with all members present voting to approve the Consent Agenda, including the minutes of the January 17, 2019 meeting.

RE: CITIZENS' TIME

Chairman Bear inquired if there were any citizens present with topics of discussion during the meeting. With no one to address the Authority, Chairman Bear proceeded with the agenda.

RE: VENDOR TIME

Chairman Bear inquired if there were any vendors present who wished to address the Authority. There being no vendors to address the Authority, Chairman Bear proceeded with the agenda.

RE: APPROVAL OF INVOICES

Chairman Bear advised that the next item on the agenda was the Approval of the Invoices as follows:

- | | |
|-----------------------|-------------|
| 1. AEP | \$14,530.95 |
| 2. Town of Wytheville | \$56,119.55 |

Chairman Bear inquired if there was any discussion on the invoices presented. There being no discussion, Chairman Bear inquired if there was a motion to pay the invoices. A motion was made by Mr. Sutherland and seconded by Mr. Reeves to pay the invoices as presented. The motion passed unanimously with all members present voting to pay the invoices.

RE: CHIEF OPERATOR'S REPORT

Chairman Bear turned the meeting over to Mr. Zachary Slate (new Chief Operator) and Mr. Jonathan Hanks.

Mr. Hanks reported on January 31, 2019 there was an operators meeting at the plant with the engineers (Peed and Bortz, LLC), and most of the plant staff. Topics discussed were current issues, new coagulant, turn over issues, tank issues, wells, new valves, and higher (staff) hours at both plants and the budget. (Wytheville WTP/NRRWA) Next meeting is scheduled for April, 2019 and will continue to meet once per quarter.

Mr. Hanks reported (February 5, 2019) there were more SCADA problems filter flow reading stopped recording/sent to the monthly report. A windows update had prevented it from working. It is now running as normal.

Mr. Hanks reported (February 5, 2019) Mr. Herold was onsite for the plant inspection. There were no major faults or deficiencies noted. The official report should coming in on email. Mr. Bear offered congratulations on a good report.

Mr. Hanks also reported the bid process (for mowing) has been started. The advertising avenues are the newspaper and on the websites of Wythe County and the Town of Wytheville. Bidding is scheduled to close March 8, 2019. Mr. Bear commented that the bids coming in will be looked at to decide what is the most economical and what is best for staff's time.

Mr. Hanks reported Chris Hall (Lighthouse Water Inc.) has offered to sell chlorine (sodium hypochlorite 12.5%) to NRRWA at a cost of \$1.25/gal versus the current \$1.685/gal. (from Brenntag Mid-South). NRRWA is currently purchasing other chemicals from Lighthouse Water Inc. The Authority requested to get the quote in writing.

Lastly, Mr. Hanks reported He passed his Class 2 Waterworks exam. He also plans to take the Class 1 exam in late spring.

Mr. Slate reported this was his third day on the job and he is learning a lot. He is appreciative of Jonathan Hanks and Joe Botsch.

Mr. Bear reported that he has spoken with Mr. Bortz and that he would like him to schedule at time to meet with Mr. Slate to share his knowledge of the NRRWA plant.

RE: BOARD TIME

Chairman Bear inquired if there were any other items of discussion that needed to come before the Authority. There being no discussion, Chairman Bear proceeded with the agenda to the Audit Report Discussion.

RE: Audit Report Discussion (Handed out at previous meeting)

Chairman Bear inquired as to accept the Audit Report as there were no deficiencies noted in the audit. A motion was made by Mr. Sutherland, and seconded by Mr. Reeves to accept the audit. The motion was approved with the following voting in favor and there being no opposition: For: Stephen Bear, C. Wayne Sutherland, Jr., Tim Reeves, and Jessica Montgomery. Against: None.

RE: CLOSED SESSION

Chairman Bear advised that the next agenda item is a Closed Session as permitted by the Code of Virginia Section 2.2-3711 (A)(1) to discuss Personnel Matters. Mr. Reeves motioned, and Mrs. Montgomery seconded the motion that the New River Regional Water Authority go into a Closed Session as permitted by the Code of Virginia Section 2.2-3711 (A)(1) to discuss Personnel Matters. Chairman Bear inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Stephen Bear, C. Wayne Sutherland, Jr., Tim Reeves, and Jessica Montgomery. Against: None. The motion passed unanimously, with all members present voting to go into a Closed Session.

RE: RECONVENE TO OPEN SESSION

A motion was made by Mr. Reeves and seconded by Mrs. Montgomery to reconvene to open session. The motion was approved with the following voting in favor and there being no opposition: For: Stephen Bear, C. Wayne Sutherland, Jr., Tim Reeves, and Jessica Montgomery. Against: None.

RE: CERTIFICATION OF CLOSED MEETING

A motion was made by Mr. Reeves and seconded by Mrs. Montgomery that in the closed meeting just concluded, nothing was discussed except that matter or matters (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Chairman Bear inquired if there is any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Stephen Bear, C. Wayne Sutherland, Jr., Tim Reeves, and Jessica Montgomery. Against: None. Roll call vote passed 4-0.

RE: ADJOURNMENT

Chairman Bear inquired if there is any other business to come before the Authority. There being no other business, a motion was made, seconded, and carried to adjourn the meeting at 10:17 a.m.

Stephen Bear, Chairman

Steve Truitt, Secretary/Treasurer

Town of Wytheville

P.O. Box 852, 100 E. Monroe St.
Wytheville, VA 24382
276-223-3333 fax 276-223-3315

Invoice No. 967

INVOICE

Customer		Date
Name	NEW RIVER REGIONAL WATER AUTHORITY	2/26/2019
Address		
City	State ZIP	
Phone		

Qty	Description	Unit Price	TOTAL
	MONTHLY INVOICE-FEBRUARY 2019		
1	EXPENSES FOR FEBRUARY 2019	\$70,119.27	\$70,119.27

NRRWA

Payment Details



Check

Check #

Make Checks

Payable to: Town Of Wytheville

SubTotal	\$70,119.27
	\$0.00
TOTAL	\$70,119.27

Amount Due 30 Days from Invoice Date

PAGE 1

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Finance Director's Office
340 South Sixth Street – Administration Building
Wytheville, VA 24382-2598
Telephone (276) 223-4526
FAX (276) 223-4515

Bruce Grant M.B.A.
Finance Director

February 22, 2019

INVOICE

New River Regional Water Authority
Attn: Mr. Jonathan Hanks
Post Office Box 533
Wytheville, VA 24382

Please accept this letter as an invoice for the New River Regional Water Authority payroll cost for the month of January 2019.

Monthly Operations of Payroll for NRRWA	\$20,562.83
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Adjustments:

Net Billable Expenses	\$20,562.83
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Total Due	\$20,562.83
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If you have any questions, please feel free to call.

Sincerely,

Bruce Grant
Finance Director

CC: Mr. Michael Stephens



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Bythe County
YEAR-TO-DATE BUDGET REPORT

02/22/2019 07:54
4952bgrant

FOR 2019 07

ACCOUNTS FOR:
1100 General Fund

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
44013 New River Regional Water Autho							
44013 411100 SALARIES	172,069	172,069	127,285.37	14,134.10	.00	44,783.63	74.0%
44013 412100 PART-TIME PAY PERSONN	16,332	16,332	7,110.38	1,582.46	.00	16,952.00	133.3%
44013 413100 OVERTIME PAY	37,434	37,434	19,745.50	2,591.00	.00	17,688.50	52.7%
44013 421100 HEALTH INSURANCE - AN	37,885	37,885	518.64	13.84	.00	378.35	57.7%
44013 421120 VRS - GROSS LIFE EMP	267	267	178.68	32.80	.00	111.32	61.2%
44013 421130 VRS - DISABILITY PAY	267	267	178.68	32.80	.00	111.32	61.2%
44013 422100 VRS - RETIREMENT	14,468	14,468	9,640.71	1,122.58	.00	5,227.29	54.8%
44013 423100 VRS - RETIRED HEALTH	14,247	14,247	8,515.60	1,016.46	.00	5,731.40	59.8%
44013 423130 VRS - UNEMPLOYMENT INSURANC	14,155	14,155	93.07	11.04	.00	61.93	60.0%
44013 425100 WORKERS COMPENSATION	456	456	6.57	6.57	.00	449.43	1.4%
44013 425100 WORKERS COMPENSATION	7,808	7,808	4,420.29	.00	.00	3,387.71	56.6%
TOTAL New River Regional Water Au	270,507	270,507	177,509.81	20,562.83	.00	92,997.19	65.6%
TOTAL General Fund	270,507	270,507	177,509.81	20,562.83	.00	92,997.19	65.6%
TOTAL EXPENSES	270,507	270,507	177,509.81	20,562.83	.00	92,997.19	



100 South Main Street
P.O. Box 60002
Blackburg, Virginia 24062-9002
540-552-2011 • 800-552-4123
www.nbbank.com

284 00023 01
ACCOUNT:

PAGE: 1
7511173 02/28/2019

*****AUTO**ALL FOR AADC 240
3997 0.7510 AB 0.412 14 2 207
NEW RIVER REGIONAL WATER AUTHO
PO BOX 966
WYTHEVILLE VA 24362-0966

30-0
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LOCAL BANK. PERSONAL SERVICE.

NOW - PUBLIC FUNDS ACCOUNT 7511173

LAST STATEMENT 01/31/19 1,717,392.46
4 CREDITS 69,591.23
1 DEBITS 70,119.27
THIS STATEMENT 02/28/19 1,716,864.42

----- DEPOSITS -----
REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT
02/13 32,286.50 02/19 15,146.46 02/20 19,952.50

----- OTHER CREDITS -----
DESCRIPTION DATE AMOUNT
INTEREST 02/28 2,205.77

----- CHECKS -----
CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT
1271 02/27 70,119.27

----- I N T E R E S T -----
AVERAGE LEDGER BALANCE: 1,742,656.12 INTEREST EARNED: 2,205.77
INTEREST PAID THIS PERIOD: 2,205.77 DAYS IN PERIOD: 28
INTEREST PAID 2019: 4,639.77 ANNUAL PERCENTAGE YIELD EARNED: 1.66%
INTEREST PAID 2018: 26,224.38
INTEREST RATE: 1.6500%

* * * C O N T I N U E D * * *



Member



100 South Main Street
P.O. Box 90002
Blacksburg, Virginia 24062-9002
540-552-2011 • 800-552-4123
www.nbbank.com

284 00023 01
ACCOUNT:

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7511173 02/28/2019

NEW RIVER REGIONAL WATER AUTHC

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NOW - PUBLIC FUNDS ACCOUNT 7511173

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- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

*		TOTAL FOR		TOTAL	*
*		THIS PERIOD		YEAR TO DATE	*

* TOTAL OVERDRAFT FEES:		\$.00		\$.00	*

* TOTAL RETURNED ITEM FEES:		\$.00		\$.00	*

- - - DAILY BALANCE - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
02/13	1,749,678.96	02/20	1,784,777.92	02/26	1,716,864.42
02/19	1,764,825.42	02/27	1,714,658.65		



Member

NEW RIVER REGIONAL WATER AUTHORITY		1271
2-26-19		
Town of Middleville		2/27/19
Sealed and delivered in presence of		
EM 8462		
POD 1271 40514021173 7511173		

1271 -\$70,119.27 -2/27/2019

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