

AGENDA FOR THE REGULAR MEETING OF THE
NEW RIVER REGIONAL WATER AUTHORITY
HELD AT THE TOWN OF WYTHEVILLE,
MUNICIPAL BUILDING
IN WYTHEVILLE, VIRGINIA
THURSDAY, June 20, 2019, AT 10:00 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	\$12,176.39
2. Town of Wytheville	\$119,362.28
3. Wythe County	\$23,990.26 (April)
	\$23,645.72 (May)

✓ RE: CHIEF OPERATOR'S REPORT

1. SCADA
2. Increased hours
3. Cintas
4. Dechlor Pft
5. Raw Pump #1

RE: BOARD TIME

- ✓ 1. Scott McCoy - Town of Fries
- ✓ 2. DEQ Withdrawal Permit
- ✓ 3. Budget FY 19-20

Chief Operators Notes

1. On 5/15/19 I received a call that the backwash pump would not start in the middle of the filter backwash procedure and there were errors on the SCADA system. I contacted AMR, and they connected with the operator back at the plant to discuss. AMR then called me back. The good news it's working, bad news he didn't have a reason why. After arriving back to the plant, I checked the status of various hardware and software while relaying my findings to AMR. They decided it was probably an issue with a switch on the network due to the errors indicated and it may be fine for a while but would probably get worse. I opted to go ahead and order a new switch. 5/19/19 I received a call that the Del-PAC pumps would not operate in remote auto. Meaning the operator must manually adjust the pump. 5/20/19 while looking at possible reasons the PAC pumps were not working we noticed we had lost even more of our information on the SCADA system and it didn't seem to be coming back. One SCADA computer had part of the information, and the other had the rest. I contacted AMR to check the status of the new switch to find that it had not been either ordered or processed. I had them order 2 (spare) and ship them overnight/next day ship them. On 5/21/19 we had to operate most every chemical pump and one set of flocculators in hand all while having our SCADA information spread out among our two SCADA computers. The operators adapted quickly to the unfortunate situation. AMR arrived on 5/22/19 and was able to get us back up and running though not without faults on our network switch. AMR returned on 6/5/19 and were able to solve our network problem. One switch will be replaced under factory warranty. AMR returned on 6/6/19 to fix our flow meter which is thought to be tied to our finish water produced data logging issue. We are still waiting for the surge protector to come in. We started troubleshooting why our Del-Pac pumps have to be operated locally. AMR determined we have a bad analog output card on one of the PLCs. AMR is to order the analog card and we should be able to install it when it comes in.

2. We have had an increase in water demand and have moved from our normal 12hr days to 13-14 hour days.
3. Cintas met with me on 6/6/19 to discuss options for uniforms. During the course of our meeting, the sales representative noted that there was a \$35 minimum for them to make a stop. Since the "bill to" would be NRRWA, a sole entity, we have to meet this requirement ourselves. With our staffing and uniform needs we are approximately \$13.50 / week short of the minimum. This is going through the US Communities program which has cheaper prices including the minimum stop cost. Cintas serves Austinville Limestone which is very close to NRRWA. I made a comment about this to no avail, they had to meet the \$35 min. hopefully they will change their mind on this requirement. If not possible I would like to be able to give each employee the amount they would have received towards clothing.
4. Russell Jackson, with Peed and Bortz, and I have been discussing the dechlorination pit. He found a remote tube removal system that would eliminate operators entering the dechlorination pit. The dechlorinator consists of a box in which the lagoon wastewater flows through. In the box are 4 capped tubes that hold dechlorination tablets. The remote system is made up of multiple foot long pipes which thread together and 4 top threaded caps. The idea is that you lower the long pipe down, thread it on the cap of the tube, remove it, fill the tube with tablets, and reinstall. The kit has been purchased and is in use. We should only have to enter for cleaning / maintenance and an accidental drop. My biggest concern is the amount of bending in the pipe joints when in use. Mr. Jackson suggested adding grating in which we can stand on and center it with the tubes. This would make it easier and keep the pipe joints from wearing or breaking. I will further explore this option with Mr. Jackson.
5. JP Industries was onsite 6/14/19 and installed our newly rebuild #1 Raw Pump. Jack, owner of JP Industries, noted that the impeller in the pump is getting worn and pitted due to the sand it is exposed to during operation. His company has been applying a ceramic coating each time they rebuild the pump to fill the pitting and prolong the life. He anticipates we will need to replace both pump impellers in the next 3-5 years. The quote for one impeller was for the amount of \$13,358 plus freight. Raw Pump #1 is running and working well.

**MINUTES OF THE REGULAR MEETING OF THE
NEW RIVER REGIONAL WATER AUTHORITY
HELD AT THE TOWN OF WYTHEVILLE,
MUNICIPAL BUILDING IN WYTHEVILLE, VIRGINIA
Thursday, May 16, 2019 AT 10:00 A.M.**

Members present: Stephen Bear (Wythe County), C. Wayne Sutherland, Jr. (Wytheville), Steve Truitt (Carroll County), Gene Horney (Wythe County) Tim Reeves (Wythe County), Jessica Montgomery (Carroll County), Joseph E. Hand, Jr. (Wytheville)

Members absent:

Others present: Zachary Slate, Trevor Hackler, Robby Krunich, Andrew Austin

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

Mrs. Montgomery 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 April 18, 2019 to the Authority members for approval. Chairman Bear inquired if there was any discussion on the minutes as presented. Being none, Mr. Reeves made a motion, which was seconded by Mr. Horney, to approve the Consent Agenda including the minutes of the April 18, 2019 meeting. The motion passed unanimously with all members present voting to approve the Consent Agenda, including the minutes of the April 18, 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 | \$11,735.44 |
| 2. Town of Wytheville | \$50,565.63 |

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. Horney and seconded by Mrs. Montgomery 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.

Mr. Slate reported AMR [American Mine Research] was on site April 24th and 25th to troubleshoot some data logging issues we've had and the [SCADA] tie in to the new Raper Ridge tank. Mr. Harold with the health department said to try and get the data logging fixed before the May operating report. So far that is still under way. Roger has quoted and probably ordered a flow meter to fix that. He tracked the issue down to an isolation card in the control cabinet as well as an electrical problem with our potable / non potable flow meter. The flow meter has to be replaced and a new isolation card installed. The tie in to Raper Ridge has been complete and we can now see both tanks on our SCADA system.

Mr. Slate reported we received a silver optimization award for 2018 from the Virginia Department of Health. The optimization program is based on goals for clarification, filtration, and backwash in 2018. These goals are above and beyond the standard regulations. We have also received a reimbursement check from the health department for \$1,464.90 for the fluoride meter.

The Authority expressed congratulations on the award.

Mr. Slate reported 1st Quality Air was onsite 5/1/19 to do preventive maintenance on our air compressor and air scour blower. JP Industrial was onsite 5/2/19 to remove and rebuild raw pump #2. Right now he has it in his shop to do the rebuild, it is not installed yet. We are just running #1.

Mr. Slate reported VACORP's Jim McClellan sent his report from the safety visit. It is attached to the board packet. An atmospheric / gas meter was purchased and we have begun testing and logging the results for 12 different confined spaces. We will continue working towards completing the list of recommendations indicated in Jim's report.

Mr. Slate reported chlorine pump #3 has been out of service for a while. We put a new motor on the spare pump that was originally there I guess from the beginning of the plant. We installed it. We now have 3 working chlorine pumps. I wanted to get this project finished to have it in place if and when we it is needed, as well as to do calibrations on them for the VA Health Department. After installation we checked the amount pumped by the calibration tube. With the new pump it pumped a much greater volume than the other pumps. This indicates to me that the other pumps probably need to be rebuilt. I have been pricing and ordered some of those kits for the remaining pumps. During that I am also finding out that the Encore 100 pumps we're currently using may have been discontinued. For right now I can get the parts to rebuild.

Mr. Slate reported on 5/3/19 we lost communication with Raper Ridge Tank. The only way to see the tank level was to physically look at the tank. AMR visited the site on 5/6/19 and determined the PLC had lost its program, both tank transducers had lightning damage, this is the sensor that tells us the level of the tank, and the internet wasn't communicating. AMR reloaded the PLC program along with replacing both transducers. Citizen's visited and corrected the internet problem. We were able to see the Raper Ridge tank level as of 5/9/19 though the accuracy is yet to be determined. They seem to be pretty close; we have been monitoring that, but we haven't had it full. That is the main thing to make sure it is ok. Close to the same time we lost the ability to see what is in Carroll County's Pleasant View Tank, 620 tank, and associated pump station.

Ms. Montgomery commented they had a radio go out at 620, but that has been replaced. You still can't see it? Our programming is still the same, so I'm not sure why you would not be able to see it. That might be a good question for AMR. We just replaced it with a radio that was programmed the exact same as the previous radio.

Mr. Slate replied one of the confined spaces that we checked is the flow meter at the Austinville Pump Station. While we were there, we looked at the control panel and it shows, what I can tell. There was some messages on it that I didn't clear off, but it is showing at least one of your tanks.

Ms. Montgomery replied everything is working on our end.

Mr. Slate replied what we can see is the Austinville pump is running and that flow meter. We can't see Pleasant View or 620. I will talk to Roger [AMR].

Ms. Montgomery agreed and they would follow up.

Mr. Slate reported the operator meeting was held 5/8/19 at NRRWA. We discussed operational changes since the new Raper Ridge tank has been online. The localities represented didn't have any negative things to say about the new tank. We discussed SCADA upgrades amongst NRRWA, the Town of Wytheville and Wythe Co. AMR is to provide a quote for both Alan Bradley, which is what we use now and an updated and or Ignition software. I learned of Wythe County's threshold of 25ft in Raper Ridge. That is

something I didn't know before and maintaining above that level. We also discussed Wythe County's future valve project which should be beneficial to NRRWA, Wythe Co. and The Town of Wytheville. The valve would allow Wythe Co. to turn water over without cutting flow to the Town of Wytheville.

Mr. Slate reported I read over the current variance from the Health Department recently and noticed that it allows one operator to work 10hrs on Sundays and Holidays, and 4hrs of the evening. We are currently working 12 hour days which makes it difficult to take advantage of the 10 hour part of the variance. I would like to pursue requesting an updated variance allowing one operator 12 hours Saturdays, Sundays, and Holidays, and then have an 8 hour flex kind of time, not necessarily of the evening, but anytime. Right now we do utilize the 4 hours about every evening from 3[pm] to 7 [pm] to have one classed operator there. This would allow for more staff during the week, a better flexible and more appealing schedule, and it would help with future retirement and/or operator turnover, and allow us to provide more water in common and emergency situations. I have a letter ready for a signature if that's a possibility. The variance would allow us to have one operator, one classed operator operating the plant. Right now we can do that on Sundays for 10 hours and holidays and 4 hours of the evening. Since we are running the 12 hours, you would have to have two people there for 2 hours and someone there for 10. Looking forward, I would like to add Saturday. It is a State law to have 2 operators working during operation.

Ms. Montgomery replied it is a Health Department safety thing; they always wanted two people there. We had to request that variance years ago. [2014]

Chairman Bear asked if what they are asking for makes since?

Mr. Krunich, an employee of the Town of Wytheville Water Treatment Plant, commented that they had a variance.

The Mr. Austin, a Town of Wytheville Water Treatment Plant employee, commented the variance is currently 2nd shift and 3rd shift as necessary, one person holidays and weekends. Talking to Eric, he is pretty much, send us a letter. As long as it is not dangerous you are getting approved.

Mr. Slate commented that is with somebody being on call. They can call me anytime. I'd like to have an operator that weekend and plan ahead if the weather is bad. No maintenance will be done. There are a lot of restrictions too. Some of those I listed in the letter are from the current variance that we have. That is kind of how I made it.

Chairman Bear advised the location of the purposed letter if everyone will want to take an opportunity to look at it. Zack has talked with me about it and explained what he is looking at and I like you I was trying to make sense of it. After understanding it, it does make since. I appreciate understanding from you all as well.

Mr. Hand commented I like the idea. It makes sense. I want to make it as good as possible

for the staff and as safe as possible. So this looks to me like it will take care of that.

Chairman Bear inquired if anyone wanted to make a motion to authorize signature to this letter requested.

A motion was made by Mr. Hand and seconded by Mr. Reeves to authorize signature to the variance letter. The motion passed unanimously with all members present voting to authorize signature to the variance letter.

Mr. Sutherland asked about the 25ft threshold. Is anything below 25ft meaning the tank is ineffective?

Mr. Slate replied I think that it would be a pressure issue in Wythe County. It doesn't happen very often.

Mr. Peed replied that is correct. If it goes below 25ft, the county has some problems along route 619. That is about half the water.

Mrs. Montgomery commented it should not happen near as often now with two tanks, correct?

Mr. Peed replied there is a shut off at 25 feet which cuts off Fort Chiswell Pump Station. There are also controls that allow the high service pumps to supplement the tank which has been essential, but might not be necessary.

Chairman Bear commented I understand with the second tank, we are look at possibly increasing rates of the pump getting your [Town of Wytheville] tanks filled better which has a positive impact as well. Do I understand correctly on that?

Mr. Austin commented I am not sure that they haven't already tweaked those a little bit. We have seen a little bit of increase in pressure in Fort Chiswell's pump. It looks like the hourly average pumping rate has gone up. Of course we would like to see it increase even more, but it does look like it has increased.

Mr. Peed commented Don said he was going to do that and he was going to do that incrementally, gradually step it up. So, it is probably done a little bit already.

Chairman Bear inquired if there was any more for Zack, there being none, proceeded with the agenda.

RE: BOARD TIME

Chairman Bear inquired with Mr. Peed and Mr. Slate if one of them would like to start discussion about the intake screens.

Mr. Peed reported a withdrawal permit is a 15 year period. We got the permit a couple years before the plant went on operation. So I guess it is close to reissuance. A little history before he tells you what the inspector said. The intake was acquired by the County [Wythe] from Austinville Lime. I believe that was the name of the company then. After the County acquired the intake along with the water and wastewater systems for Austinville, they made improvements to the intake. Initially the intake was just basically a wall with a bar rack on it. It was a very rudimentary screen. We went in there before the Water Authority existed and put in wedge wire screen, which are more conventional screening devices in the river. We have three of those in the river with two millimeter openings. Two millimeters is pretty small. That's what went into the river. I was not involved with that part of the project. I don't know what issues that the County might have encountered with the two millimeter screens. Overtime the various environmental agencies with an application for withdrawal they wanted one millimeter screens. When we put in our application for the withdrawal permit, the Authority had to put in a new application. Wythe County had an application. We had to put in an application changing the name of the applicant essentially, and the owner. When we put it in, they came back with the same comment, we needed one millimeter screens. The two millimeter screens have a total hydraulic capacity of 10 million gallons a day. Through those you can pull out of the river up to 10 million gallons a day. When you go to half of that opening, the hydraulics of the screens are reduced. When we went in with a new withdrawal permit, DEQ said we want one millimeter screens. At that time Alan Newman was the permit director, I am not sure exactly what his title is, and he said we need one millimeter screens. I said Alan, to put in the screens the County literally coffer dammed the river. In other words, they put in this temporary dike to construct putting the screens in the river. It is not an easy process and it is not an environmentally friendly process. I said Alan, we are going to cause more damage to the river if we go in there, re-coffer dam it up, and change all the screens out than are to let the two millimeters ride. He went through his process of talking to people and that was ok. That is how we got to where today with the two millimeter screens in. The withdrawal permit was permitted for two millimeter screens with one condition. That condition is that we do not disturb the river. We do not go in there with equipment and those types of things. That is what we have done, we have not been in the river to disrupt the stream bed or any of that stuff. That is where we are today. One other thing that happened before Zack got here is we did some maintenance, probably five years ago. We had some control wires and air or backwash tubes, and a couple of things that were giving us issues. We went in there did the improvements with divers to fulfill the obligation of not getting in the river. I do not know if the inspector knew that. She might have known we had gotten into the river. I do not know if she knew we got in with divers to basically comply with the permit. That is what happened. With that being said, that is the background to where we got today. I am going to let Zack talk about this. What was her name?

Mr. Slate replied Patti Higgins. Ms. Patti Higgins visited. She wanted the documentation of the intake side. Raw water totals and any maintenance that had been done. I did some digging and found what you are talking about with the divers. I did send that to her. She is saying that could have been an opportune time. The permit, I think, the restriction is if we

ever enter the river that we should replace these screens. With the diver report, they were cleaning the screens I believe, with a pressure washer type system and they replaced a few things. I do not know what the structure looks like or if it is even feasible to do that with divers. Elvan and I talked about this and it may be even more in depth where you have to have equipment to move. I am not sure what is in there. Patti said for this renewal, when we do an application I think July 2020. She says that she does not know if they will allow us to go forward with it unless this has been changed. It is not a definite. I think it was on the last report. It was under, what I think it was called, corrective action on the report. I don't know if the words actually say you have to do this. She is saying that if we do not do this there is a chance we may not get that renewal. We would have to have that. So we're kind of at their mercy.

Mr. Truitt commented it seems reasonable, why would they have gone through all the trouble of damming it up and everything if we could do it with divers? It seems like you can't. I mean they had diving then.

Mr. Peed asked are you speaking to changing the screens with divers?

Mr. Truitt replied yes.

Mr. Peed what the problems come in to is the piping, and everything else. You almost got to rebuild the intake. The way it is structured, there are three eighteen inch lines that go out from the structure on the bank to a tee screen. Then there are three tee screens, one on each of the eighteen inch pipes. If you go to one millimeter screens, the tee screens get longer or we can sacrifice some of the capacity, which I don't think we want to do. The whole configuration of the intake basically has to be changed.

Mr. Truitt asked what is the intent of this rule? What is the risk you are running?

Mr. Peed replied those type of people are saying that the bigger screens will, with the velocity, will pull in stream biota, fish, and stuff like that. It is detrimental to the environment. I don't agree with it. That's what's they've been saying and lobbying. That's how we get to where we are today. Somethings don't make a whole lot of practical sense, especially if you go in there and renovate the screens. You are talking \$500,000 - \$1,000,000. It is DEQ. Maybe what needs to be done is to set down and talk with these people. I think we can work it out. I think we can talk to them take a board member, maybe Zack, myself and go visit them.

Mr. Truitt commented that will be better, but spending \$500,000 for nothing is crazy.

Mr. Peed replied they probably don't have a clue. This inspector probably doesn't have a clue of the impacts of what she is saying and what it would take to actually to change the screens out as she is alluding to. It's a bad situation. I think we can work through it, at least at this point, I think we can.

Mr. Hand asked how deep are these in the water?

Mr. Peed replied three to four feet.

Chairman Bear commented I was going to ask that question. What's the recommendation of how we can start the discussion process?

Mr. Peed replied we tell them our problems. The staff of DEQ was receptive of it. We've complied with the permit the period that we have had it, and intend to continue to comply. If she was interpreting not telling them that we were going to send a diver into clean the screen that seems a little bit ridiculous.

Mrs. Montgomery commented those divers aren't experience a lot. They're just there to do their job.

Mr. Peed replied all they did was go out there like Zack said, clean the screens, hook of a couple pipes out there, and put the straps back on. Totally a maintenance effort, there was no construction.

Mrs. Montgomery asked if they videoed it to make sure? We were concerned at that time that we had problems with the screens, so we videoed it.

Mr. Peed confirmed. We were concerned we might be getting mussels and other types of biological type—

Mrs. Montgomery commented if the board is ok, I would be glad to represent the board and go set down with DEQ.

Charmain Bear commented if one or two people, no more than two so we don't get into committee. You obviously have to have a lot of knowledge with it.

Mrs. Montgomery replied I be glad too, most of the time it is just a set down. They jump to conclusions.

Mr. Peed commented the inspector is probably a new person. I have never heard of her. She probably doesn't know the history. Alan Newman was the permit manager. He went on to be the head of DEQ. I think he is retired now. Mark Trent was there. There were a couple of other individuals that would probably be able to provide the history from the DEQ side. I think that is what we need to do. Before we get to this the permit application time, I think we can work through it. I think there is some dialogue that needs to take place. We will put our calendars together, Jessica, Zack and I and we'll get it done.

Chairman Bear asked is everyone fine with Ms. Jessica and appoint the services of Peed and Bortz to assist us? I think it will be well worth it.

Authority Members present agreed.

Chairman Bear proceeded with the next item, Budget FY 19-20.

Chairman Bear asked if Zack or Mr. Peed had any comments on the budget.

Mr. Peed commented normally we go back, the three administrators and go over the budget. I would assume that is what you want to do. Zack and I have just done this on our own. I've brought everything with us today. To speak of the specifics right now, good news is, I think we are still going to have a \$1.25/thousand [gallons] for cost. That is an important thing. The rest is getting into the details.

Chairman Bear proceeded with the agenda.

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 Mr. Truitt 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., Steve Truitt Gene Horney, Tim Reeves, Jessica Montgomery, and Joseph E. Hand, Jr. 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. Hand and seconded by Mr. Reeves 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., Steve Truitt Gene Horney, Tim Reeves, Jessica Montgomery, and Joseph E. Hand, Jr. Against: None.

RE: CERTIFICATION OF CLOSED MEETING

A motion was made by Mr. Reeves and seconded by Mr. Truitt 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., Steve Truitt Gene Horney, Tim Reeves, Jessica Montgomery, and Joseph E. Hand, Jr. Against: None. Roll call vote passed 7-0.

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 10:42 a.m.

Stephen Bear, Chairman

Steve Truitt, Secretary/Treasurer