

MINUTES OF THE REGULAR MEETING OF THE NEW RIVER REGIONAL WATER AUTHORITY HELD IN THE CONFERENCE ROOM OF THE NEW RIVER REGIONAL WATER AUTHORITY PLANT ON THURSDAY, MARCH 16, 2023, AT 10:00 A.M.

Members present: Stephen D. Bear (Wythe County), Michael Watson (Carroll County), Cathy D. Pattison (Wytheville), T. Brian Freeman (Wytheville)

Members absent: Rex Hill (Carroll County), Rolland Cook (Wythe County), Candice N. Johnson (Wytheville)

Others present: Superintendent Zachary Slate, Chief Operator Philip Moore, Elvan Peed, Andrew Austin, Russell Jackson, Jon McClure

RE: CALL TO ORDER, QUORUM

Chairman Freeman called the meeting to order and established that a quorum of Authority members was present.

RE: CONSENT AGENDA

Chairman Freeman presented the consent agenda consisting of the minutes of the regular meeting of February 16, 2023. He inquired if there was a motion to approve the consent agenda as presented. A motion was made by Secretary/Treasurer Bear and seconded by Ms. Pattison to approve the consent agenda consisting of the minutes of the regular meeting of February 16, 2023, as presented. Chairman Freeman inquired if there was any discussion on the motion. There being none, the motion passed unanimously to approve the consent agenda consisting of the minutes of the regular meeting of February 16, 2023, as presented.

RE: CITIZENS' TIME

Chairman Freeman advised that the next item on the agenda is Citizens' Time. He inquired if there were any citizens present who wished to address the Authority during Citizens' Time. There being none, Chairman Freeman proceeded with the agenda.

RE: VENDORS' TIME

Chairman Freeman advised that the next item on the agenda is Vendors' Time. He inquired if there were any vendors present who wished to address the Authority during Vendors' Time. There being none, Chairman Freeman proceeded with the agenda.

Secretary/Treasurer Bear requested to move Approval of Invoices after the Superintendent's Report. Chairman Freeman approved the request and proceeded to the Superintendent's Report.

RE: SUPERINTENDENT'S REPORT

The Superintendent's Report was entered into the record, as follows:

1. Expansion
2. Maintenance
3. Personnel

Superintendent Slate reported on a meeting with Peed and Bortz to discuss design plans. He stated that he provided Wythe County notice to proceed with the Raper Ridge tank repair, noting that he and Chief Operator Moore will be the primary contacts. He provided an update on cybersecurity network improvements that are on hold until completion of the government's assessment. Superintendent Slate reported that staff is still waiting for the updates to the Fort Chiswell Pump Station control quote. He discussed the Department of Environmental Quality (DEQ) withdrawal permit, noting that no news is hopefully good news. He reviewed the plant maintenance that had been performed in the previous month and continued his report to discuss the Virginia Department of Health (VDH) site visit. He stated that Mr. Harold seemed pleased with everything, and this was likely his last site visit before retiring. Superintendent Slate discussed researching sodium permanganate and hydrogen peroxide's interchangeability.

Superintendent Slate reported that the old concession stand is in a state of disrepair and inquired how the Authority would like to proceed. After discussion, the Authority members asked Superintendent Slate to have HDH test for asbestos and proceed to procure quotes for abatement and removal.

Chairman Freeman inquired if there were any questions about the Superintendent's Report. There being none, Chairman Freeman proceeded with the agenda.

RE: APPROVAL OF INVOICES

Chairman Freeman advised that the next item on the agenda is the Approval of Invoices, as follows:

- | | | |
|-----------------------|----------|--------------|
| 1. AEP | February | \$20,429.46 |
| 2. Town of Wytheville | February | \$115,566.97 |

Chairman Freeman inquired if there was a motion to approve the payment of invoices as presented. A motion was made by Secretary/Treasurer Bear and seconded by Ms. Pattison to approve the payment of invoices, as presented. Chairman Freeman inquired if there was any discussion on the motion. There being none, the motion passed unanimously to approve the payment of invoices, as presented. Chairman Freeman proceeded with the agenda.

RE: BOARD TIME

Chairman Freeman opened the floor to Peed and Bortz to discuss the Plant Expansion.

Mr. Peed reported on a meeting with Mr. Slate to work on the budget, which included the increased amounts of water being sold. He inquired of each locality to provide him with any changes they might have in water demand for the upcoming fiscal year. Mr. Peed turned the meeting over to Mr. Jackson to report on the expansion.

Mr. Jackson reported making progress on the expansion design plans and noted that he hopes to be submitting plans to the Health Department at the end of April. He anticipated the Health Department taking a month to review the plans. Mr. Jackson apologized, stating that he is likely a month behind from where he wanted to be due to contractor issues on another project. To avoid the same problem, Mr. Jackson presented an option to require mandatory pre-bids during the bidding phase of the Authority's plant expansion. Chairman Freeman inquired if a mandatory pre-bid would add time. Mr. Jackson stated that leading up to this point, getting contractors to bid was difficult, and a mandatory pre-bid could limit the window of opportunity. Chairman Freeman and Secretary/Treasurer Bear discussed options such as lengthening the pre-bid duration. Secretary/Treasurer Bear inquired of Peed and Bortz to estimate how many contractors will bid on this contract. Mr. Peed stated that times have changed, he explained that there had been seven or eight bids with the original project. He noted that he was hopeful the economy would change. Mr. Jackson reported that he would guess six contractors would bid on the project. Secretary/Treasurer Bear discussed delays in the Blue Star project and changes in the economy, and inquired if there was any advantage of delaying. Mr. Peed suggested proceeding with getting the project ready to bid and seeing where the economy is. Discussion continued regarding the supply chain issue possibilities. Mr. Jackson reported that the solids handling portion of the project will be the second phase of the plan expansion project, and they will have an earlier and separate substantial complete date for the capacity portion. It was the consensus of the Authority was to continue with the project and to not make a decision at this meeting regarding the bidding options and delays.

Discussion was held regarding the Town of Wytheville Water Treatment Plant's upcoming projects and current runtime. Mr. Peed reported on the Lots Gap Tank. Chairman Freeman inquired if there was any other discussion about Plant Expansion.

Mr. Jackson stated that he has been exploring solids removal options that could lead to possible discussion and the type of equipment the Authority would want to maintain. He described the pros and cons of various solids removal options. Chairman Freeman inquired if there was any other discussion to come before the board.

Mr. Peed inquired if the Authority is going to have a draft budget before the next meeting. Chairman Freeman stated that he would get Mr. Peed the budget numbers resulting from the compensation study. Chairman Freeman inquired if there was any other discussion to come before the Board.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was made by Secretary/Treasurer Bear to adjourn the meeting. The motion passed unanimously and

carried to adjourn the meeting. (10:27 a.m.)

T. Brian Freeman, Chairman

Stephen D. Bear, Secretary/Treasurer

Town of Wytheville

P.O. Box 533, 150 E. Monroe St.
Wytheville, VA 24382
276-223-3333 fax 276-223-3315

Invoice No.

1265

INVOICE

Customer

Name NEW RIVER REGIONAL WATER AUTHORITY
Address _____
City _____ State _____ ZIP _____
Phone

Date 4/4/2023

Qty	Description	Unit Price	TOTAL
	MONTHLY INVOICE MARCH 2023		
1	EXPENSES FOR MARCH 2023	\$99,541.24	\$99,541.24
	NRRWA		

Payment Details

Check
Check # _____

Make Checks
Payable to: **Town Of Wytheville**

SubTotal	\$99,541.24
	\$0.00
TOTAL	\$99,541.24

Amount Due 30 Days from Invoice Date

--DETAIL--

--DETAIL--

FUND #-005 ** NRRWA EXPENSES **

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	** NRRWA EXPENSES **							
47000	NEW RIVER REG.WATER ADMINISTRATION							
1101	SALARIES AND WAGES REGULAR	377,401.00	377,401.00	48,257.84	294,172.78	.00	83,228.22	22.05
1102	SALARIES AND WAGES PART TIME	23,900.00	23,900.00	2,090.00	21,010.40	.00	2,889.60	12.09
1201	SALARIES AND WAGES OVERTIME	10,887.00	10,887.00	.00	523.72	.00	10,363.28	95.18
2100	FICA	31,532.00	31,532.00	3,808.69	23,748.73	.00	7,783.27	24.68
2210	VRS	49,934.00	49,934.00	4,440.38	36,451.78	.00	13,482.22	27.00
2301	MEDICAL INSURANCE	92,052.00	92,052.00	5,975.40	51,888.44	.00	40,163.56	43.63
2401	GROUP INSURANCE	9,027.00	9,027.00	462.68	3,849.56	.00	5,177.44	57.35
2521	DISABILITY INSURANCE	.00	.00	208.92	1,876.83	.00	1,876.83	100.00
2601	UNEMPLOYMENT INSURANCE	387.00	387.00	.00	82.22	.00	304.78	78.75
2710	WORKER'S COMPENSATION	12,458.00	12,458.00	.00	10,077.00	.00	2,381.00	19.11
3110	PROFESSIONAL HEALTH SERVICES	400.00	400.00	.00	.00	.00	400.00	100.00
3130	O S PROFESSIONAL SERVICES	13,000.00	13,000.00	.00	14,444.45	.00	1,444.45	11.11
3140	ENGINEERING SERVICES	325,000.00	325,000.00	.00	24,611.54	.00	300,388.46	92.42
3160	REPAIR MAINTENANCE O S VENDOR	50,000.00	50,000.00	.00	43,825.87	.00	6,174.13	12.34
3161	O S INSTRUMENTATION SERVICES	10,000.00	10,000.00	.00	11,141.00	.00	1,141.00	11.41
3162	O S LABORATORY TESTING	4,100.00	4,100.00	44.00	1,415.74	.00	2,684.26	65.46
3163	O/S VENDOR - MOWING	5,500.00	5,500.00	.00	3,665.00	.00	1,835.00	33.36
3180	SLUDGE REMOVAL	30,000.00	30,000.00	60.45	12,119.53	.00	17,880.47	59.60
3600	ADVERTISING	450.00	450.00	.00	.00	.00	450.00	100.00
3841	PYMT OF OTHER ENTITIES - WYTHE CO	1,000.00	1,000.00	110.00	500.50	.00	499.50	49.95
5111	ELECTRICAL SERVICES	200,000.00	200,000.00	20,429.46	174,739.34	.00	25,260.66	12.63
5231	TELECOMMUNICATIONS	8,000.00	8,000.00	601.12	5,443.17	.00	2,556.83	31.96
5302	FIRE/LIABILITY/PROPERTY INSURANCE	14,751.00	14,751.00	.00	14,781.00	.00	30.00	.20
5510	TRAVEL MILEAGE	1,400.00	1,400.00	.00	483.45	.00	916.55	65.46
5530	TRAVEL MEALS	500.00	500.00	.00	218.97	.00	281.03	56.20
5540	TRAVEL CONVENTIONS & EDUCATION	2,000.00	2,000.00	.00	945.00	.00	1,055.00	52.75
5810	PERMITS, LICENSES & MEMBERSHIPS	2,000.00	2,000.00	924.00	3,093.68	.00	1,093.68	54.68
6001	OFFICE SUPPLIES	1,200.00	1,200.00	42.10	420.16	.00	779.84	64.98
6004	LABORATORY SUPPLIES	6,000.00	6,000.00	1,273.68	3,843.10	.00	2,156.90	35.94
6005	JANITORIAL SUPPLIES	700.00	700.00	30.48	461.14	.00	238.86	34.12
6006	PROCESS CHEMICALS	188,000.00	188,000.00	3,915.00	117,703.26	.00	70,296.74	37.39
6007	MATERIAL & SUPPLIES	3,000.00	3,000.00	220.08	891.54	.00	2,108.46	70.28
6008	VEHICLE AND POWER EQUIPMENT SUPPLIE	7,000.00	7,000.00	74.49	4,218.33	.00	2,781.67	39.73
6009	MAINTENANCE EQUIPMENT	7,000.00	7,000.00	.00	4,515.59	.00	2,484.41	35.49
6012	BOOKS AND SUBSCRIPTIONS	1,000.00	1,000.00	30.00	55.00	.00	945.00	94.50
6014	OTHER OPERATING SUPPLIES	1,000.00	1,000.00	.00	332.00	.00	668.00	66.80
6015	MINOR PLANT IMPROVEMENTS	2,000.00	2,000.00	.00	678.78	.00	1,321.22	66.06
6019	TOOLS AND SUPPLIES	400.00	400.00	.00	376.55	.00	23.45	5.86
6023	REPAIR/MAINTENANCE INSTRUMENTATION	1,500.00	1,500.00	.00	624.00	.00	876.00	58.40
6027	SAFETY EQUIPMENT	3,000.00	3,000.00	124.99	1,158.57	.00	1,841.43	61.38
8000	CONTINGENCY	13,305.00	13,305.00	.00	.00	.00	13,305.00	100.00
8010	CONSTRUCTION COST	46,800.00	46,800.00	6,417.48	15,420.44	.00	31,379.56	67.05
9100	SHARED DEBT SERVICE	254,082.00	254,082.00	.00	222,998.85	.00	31,083.15	12.23
9120	LOAN - U S BANK 2015A	788,881.00	788,881.00	.00	614,200.00	.00	174,681.00	22.14
9125	LOAN - U S BANK 2020C	122,666.00	122,666.00	.00	99,793.75	.00	22,872.25	18.64

--DETAIL--

--DETAIL--

FUND #-005 ** NRRWA EXPENSES **

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	NEW RIVER REG.WATER ADMINISTRATION	2,723,213.00	2,723,213.00	99,541.24	1,842,800.76	.00	880,412.24	32.32
	NEW RIVER REG.WATER ADMINISTRATION	2,723,213.00	2,723,213.00	99,541.24	1,842,800.76	.00	880,412.24	32.32
	--FUND TOTAL--	2,723,213.00	2,723,213.00	99,541.24	1,842,800.76	.00	880,412.24	32.32



Statement Ending 03/31/2023

NEW RIVER REGIONAL WATER

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Account Number: [REDACTED]

RETURN SERVICE REQUESTED

>001806 3518159 0001 93499 10Z 23

00978465
M103

NEW RIVER REGIONAL WATER AUTHO
PO BOX 966
WYTHEVILLE VA 24382-0966



Connect With Us

- Mailing Address P O Box 90002
Blacksburg, VA 24062-9002
- Toll Free 1-800-552-4123
- Lost/Stolen Cards 1-800-951-6235
- Website Address www.nbbank.com
- Email Address custassist@nbbank.com



Summary of Accounts

Account Type	Account Number	Ending Balance
NOW - PUBLIC FUNDS	[REDACTED]	\$241,904.59

NOW - PUBLIC FUNDS-[REDACTED]

Account Summary

Date	Description	Amount
03/01/2023	Beginning Balance	\$241,038.51
	4 Credit(s) This Period	\$310,398.64
	1 Debit(s) This Period	\$309,532.56
03/31/2023	Ending Balance	\$241,904.59

Interest Summary

Description	Amount
Interest Earned From 03/01/2023 Through 03/31/2023	
Annual Percentage Yield Earned	1.05%
Interest Days	31
Interest Earned	\$401.32
Interest Paid This Period	\$401.32
Interest Paid Year-to-Date	\$3,030.43

Other Credits

Date	Description	Amount
03/02/2023	DEPOSIT	\$112,035.59
03/06/2023	DEPOSIT	\$90,466.61
03/22/2023	DEPOSIT	\$107,495.12
03/31/2023	INTEREST	\$401.32
		4 item(s) totaling \$310,398.64

Other Debits

Date	Description	Amount
03/31/2023	Outgoing Wire 35932 US BANK CT SOUTHEAST WIRE CLEARING 91000022 US BANK MINNESOT	\$309,532.56
		1 item(s) totaling \$309,532.56

Daily Balances

Date	Amount	Date	Amount
03/02/2023	\$353,074.10	03/22/2023	\$551,035.83
03/06/2023	\$443,540.71	03/31/2023	\$241,904.59





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New River Regional Water Authority
PO Box 966
Wytheville, VA 24382

Summary Statement

March 31, 2023

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Investor ID: VA-01-0154

Virginia Investment Pool

VIP Stable NAV Liquidity Pool

Average Monthly Yield: 4.8435%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VA-01-0154-5001 Reserve Account	1,502,351.73	0.00	0.00	6,192.13	8,543.86	1,505,599.21	1,508,543.86
TOTAL	1,502,351.73	0.00	0.00	6,192.13	8,543.86	1,505,599.21	1,508,543.86

NRRINT

Tel: (855) 249-8588

<https://virginiainvestmentpool.org/>

Superintendent Notes

1. Expansion
 - a. Confirmation given to Wythe County to proceed with permanent repair to Raper Ridge Tank. NRRWA issued PO on 2/22/23 – waiting to receive material list from CROM to order needed material.
 - b. Cybersecurity: PO Issued for TosiBox System – in stock ready to order once closer to completing CISA assessment. Installed 3 units 4/7/23 due to failing hardware at FCPS. CISA meeting 4/6/23. Changing to an in-depth questionnaire and modified assessment. Can proceed to implement full TosiBox upgrade.
 - c. Fully Automate FCPS quote pending
 - d. Withdrawal permit received! - Working on compliance documentation for DEQ's review.
2. Maintenance
 - a. Calibrated Chemical Feed Pumps
 - b. Ordered rock for erosion at gate. Has not come yet.
 - c. McCraw hauled 224.5 tons of silt.
 - d. Basin Cleaning: Basin #1 3/28/23, Basin #2 4/5/23, Floccs 4/12-13/23
 - e. Quarterly Fire system inspection
 - f. Sent in Discharge Monitoring Report to DEQ for 1st Quarter.
 - g. Generators serviced by Carter Machine on 4/6/2023.
3. Other
 - a. Sodium Permanganate price up from \$1.68 to \$3.00/lb, PAC increased \$0.02/lb
 - b. Consulting Blue Ridge Analytical to determine hydrogen peroxide dosage and performance.
 - c. Old concession stand –HDH tested asbestos on 3/16/23: asbestos positive (attached)
 - i. Contacted for Abatement/Demolition Quote: MS Contracting (Radford), A&A Environmental, LLC (Christiansburg), E. Luke Greene Co. (Roanoke), & WACO, Inc. (Radford)
 - ii. A&A abatement quote: Asbestos only \$8,400, remove Metal \$2,500
 - d. Next Operators meeting May 11th, 2023.
 - e. Closed old credit card account to only have one account active.

Total Production									
2023	NRRWA	%	Wytheville	%	Wythe Co.	Carroll Co.	Total	Avg/Day	%
Jan	81.21 MG	10	75.27 MG	-4	1.75 MG	2.70 MG	160.92 MG	5.36 MG	1.7
Feb	63.69 MG	-8	67.09 MG	-6	1.50 MG	2.40 MG	134.69 MG	4.49 MG	-7.0
Mar	70.38 MG	-3	73.25 MG	-3	1.62 MG	2.60 MG	147.85 MG	4.93 MG	-3.6
Apr									
May									
Jun									
July									
Aug									
Sept									
Oct									
Nov									
Dec									
Total	215.3 MG		215.6 MG		4.87 MG	7.70 MG	443.47 MG	1.21 MG	

