

**Louisa County Water Authority
Board of Directors
October 8, 2025**

MEMBERS PRESENT: Mr. Jud Foster, Chairman; Mr. Bob Hardy, Vice-Chairman; Mr. Tom Filer; Mr. Robert Morgan; Mr. David Kies, Mr. Jimmy Snyder

MEMBERS ABSENT: Mr. Byron Wilson

OTHERS PRESENT: Ms. Pam Baughman, General Manager; Mr. Nathan Harkrader, Deputy General Manager; Mr. Chris Compton, Maintenance Manager; Ms. Patricia Smith, County Attorney; Mr. Manning Woodward, Louisa County Board of Supervisors; Mr. William Newman, Assistant County Attorney

A. Call to Order

Chairman Foster called the meeting to order at 6:00 pm.

1. ADOPTION OF THE AGENDA

Chairman Foster asked if there were any changes to the agenda. The General Manager asked to add a Short Notice – 2X2 Meeting. Mr. Kies made a motion to adopt the agenda as amended. The motion was seconded by Mr. Morgan and carried 6-0 among the members present.

Ms. Patricia Smith, County Attorney introduced Mr. William Newman, Assistant County Attorney.

B. Presentations

C. Citizen Information

D. Consent Agenda

2. APPROVAL OF THE MINUTES:

A. SEPTEMBER 10, 2025 – REGULAR BUSINESS MEETING

3. Treasurer's Report:

A. O & M REPORT / CAPITAL REVENUE & EXPENDITURE REPORT – SEPTEMBER 2025

B. APPROVAL OF DISBURSEMENTS – SEPTEMBER 2025

C. CONSTRUCTION FUND – SEPTEMBER 2025

The General Manager informed the Board that while reviewing the agenda packet information, it was discovered that the interest earned for the month of September in the Construction Account with United Bank was not included in the total reported in the Treasurer's Report. Updated Treasurer's Report, O & M Report and Cash Flow Reports were provided to the Board for their review and consideration. The General Manager stated that if the Board approved the Consent Agenda and Treasurer's Report, the corrected reports will be the documents being approved.

The Board reviewed the corrected Consent Agenda and Treasurer's Report for September 2025. Upon completion of the review, Mr. Kies made a motion to approve the corrected Consent Agenda and Treasurer's Report. The motion was seconded by Mr. Filer and carried 6-0 among the members present.

E. Old Business

4. LOUISA COUNTY HIGH SCHOOL / MIDDLE SCHOOL COMPLEX – PLAN FOR SCREENING VAULT INSTALLATION

The Board reviewed the layout for three screening valves for the Middle School / High School complex. The screening valves will be on the Authority side of the meters and maintained by Authority staff. Authority staff asked for a bypass on each of the screening valves to provide a way for water to continue to flow during the cleaning process, eliminating a boil water advisory each time one of the screens are cleaned.

5. UPDATE ON VOLTUS

Mr. Nathan Harkrader updated the Board on the latest information on the Voltus program. The Board requested a copy of Distributed Energy Resource Agreement and to have one forwarded to the County Attorney for review.

6. UPDATE ON GIS / IT

The Board was informed that Mary Johnson met with Mathias Smith and Cindy King with the County of Louisa to simplify the mapping process during emergencies.

The Board was informed that Mary has almost completed updating Authority computers to Microsoft 11. The deadline for updating to Microsoft 11 is October 14, 2025.

Additionally, Mr. Hardy informed the Board that security cameras have been installed at the Northeast Creek Reservoir and will be installed at the New Bridge facilities.

7. UPDATE – DEED OF EASEMENT – NEC-WTP PROPERTY

As directed by the Board, the General Manager requested a better map from SummitIG for the proposed easement along the Northeast Creek Water Treatment Plant property on Rt. 33 – Jefferson Highway. The easement is for the closed loop Amazon fiber. To date, a clearer map has not been provided.

Additionally, the General Manager shared a photo of Amazon’s closed loop fiber system installation on Rt.22 – Davis Highway. The 10-conduit fiber installation will be 10 feet under the Authority’s water line in the location shared. The General Manager requested more open communication to prevent future misunderstandings regarding the project.

F. New Business

8. RT.22- DAVIS HIGHWAY WATER LINE REPLACEMENT ENGINEERING PROPOSAL

The General Manager requested a proposal from Dewberry Engineers, Inc. for a report that will assist Authority staff in determining the cause of the internal and external pipe corrosion along Rt. 22 – Davis Highway and Rt.33 – Jefferson Highway (approximately 8 miles). The report will look at available information, water aggressiveness, soil conditions and recommendations for future actions (most critical pipe replacement needs). The cost of the proposal from Dewberry is \$15,324.

Authority staff have been working on locating valves and repairing fire hydrants in preparation of beginning line replacement as soon as the final report is available. Closing school is not an option and keeping water flowing while the line is being replaced is challenging.

The Board discussed the proposal, ultimately deciding not to proceed with the proposal, instead directing the General Manager to proceed with replacing the lines. The General Manager will be contacting the Virginia Department of Health – Office of Drinking Water for guidance on how to proceed.

9. WATER / SEWER RATES

A. COST / REVENUE PER 1,000 GALLONS FY2025

B. WATER / SEWER RATES MEMORANDUM

The General Manager shared with the Board a correction on page 1 of the memorandum. There are eight (8) potable production wells and thirteen (13) monitoring wells, as well as some additional edits Mr. Hardy wanted to include. The General Manager stated that the information provided was in preparation for future discussion regarding rates for FY2027.

10. FY2027 BUDGET PACKAGE

The Board reviewed the budget package from Louisa County. The General Manager requested a budget request for the following:

- A) Operations of Louisa Regional WWTP (County’s share) \$300,000
- B) Operations of Bowlers Mill Dam and intake structure \$50,000
- C) CIP of Bowlers Mill Dam improvements (reoccurring) \$250,000
- D) Funds for replacing water lines along Rt.22 – Davis Highway and Rt.33 – Jefferson Highway \$2,000,000
- E) Design and construction of an elevated water storage tank at New Bridge and the development of new well(s) \$5,000,000
- F) Master Planning \$250,000

- G) Water tank at the High School / Middle School Complex \$5,000,000
- H) Louisa Regional WWTP Ammonia Nitrogen upgrade (County's share) \$250,000

All other equipment-related costs and improvements will be funded by the Authority through connection fees, if the Authority continues to use the connection fees for that purpose. If the Authority is unable to retain connection fees, additional funding requests will be forthcoming.

Upon completion of the discussion, Mr. Hardy made a motion to authorize the General Manager to request operational and capital improvement funds as requested. The motion was seconded by Mr. Filer and carried 6-0 among the members present.

11. ZION CROSSROADS WASTEWATER TREATMENT PLANT – LILY POD REPLACEMENT (REAERATION AND POST AERATION)

For the Board members who have gone on site visits, the General Manager has previously stated that air in the wastewater treatment process is vital. The Zion Crossroads WWTP's reaeration and post aeration or lily pods are overdue for replacement. Authority wastewater staff requested a quote from MEB Contractors (the company that expanded the ZCWWTP in 2013); the quote for just the parts was received in the amount of \$70,530. There would also be labor costs to replace. Staff anticipate a total cost of approximately \$140,000.

After several discussions, Randy Gray, Wastewater Operations Manager and the General Manager requested a second quote for the reaeration and post aeration heads only. That quote came in at \$4,768.50. A quote for the labor has been received in the amount of \$5,924. Total for the project is \$10,692.50.

Once a formal quote is received for the labor, the reaeration and post aeration heads will be ordered and the replacement scheduled at a cost of approximately \$10,000 total. This will be a challenging replacement, flow can only be held for up to 24 hours.

12. MEAN TIME FAILURE ANALYSIS

Mr. Kies requested a Mean Time Failure Analysis discussion item be placed on the October agenda. The General Manager provided an overview of a Mean Time Failure Analysis.

A mean time failure analysis is a predicted elapsed time between inherent failures of a mechanical or electronic system during normal system operation.

Additionally, the General Manager requested a proposal for an Asset Management Analysis (phase 1). The proposal requested was for the development of a data gathering sheet and either the development of an Excel spreadsheet to enter the data into or a recommendation of software to assist staff in preparing an Asset Management Plan.

According to Wikipedia: "Asset Management, refers to a systematic approach to the governance and realization of value from the things that a group or entity is responsible for, over their whole life cycles. It may apply both to tangible assets (physical objects such as buildings or equipment) and to intangible assets (such as human capital, intellectual property, goodwill and/or financial assets). Asset management is a systematic process of developing, operating, maintaining, upgrading, and disposing of assets in the most cost-effective manner (including all costs, risks and performance attributes)." "It is also increasingly used in both the business world and public infrastructure sectors to ensure a coordinated approach to the optimization of costs, risks, service/performance and sustainability."

Physical and Infrastructure assets probably best describe utility infrastructure. Described as a "combination of management, financial, economic, engineering, and other practices applied to physical assets". Physical and Infrastructure assets include "the management of the entire life cycle – including design, construction, commissioning, operating, maintaining, repairing, modifying, replacing and decommissioning/disposal".

And of course, our intangible assets, employees with the institutional knowledge, the ones who don't need a set of plans to locate a line installed 30 years ago...they were there!

The Board directed the General Manager to seek data gathering templates from other utilities, begin gathering data on the most expensive (larger ticket items) to include date purchased, if it failed and when, etc.

13. 2005 – FORD F250 TRUCK RACK

The back rack and light bar shown in the agenda packet on page 52 and 53, was taken off the truck in the parking lot. Chris Compton asked if we would be willing to sell it to Central Virginia Contractors (who have expressed a desire to purchase it) or if we would need to sell it online. Chris stated that it is in the way at the maintenance shop and the maintenance staff are trying hard not to break the lights.

Ms. Patricia Smith advised that it should be sold on a government liquidation site.

G. Reports

H. General Manager's Report

- **September levels:** At the end of September 2025, the static well levels are slightly higher than the August 2025 levels. From September 2024 to September 2025, the well levels are down on average by .35 feet.

The Department of Environmental Quality drought map shows normal conditions for precipitation, groundwater, reservoir levels and stream flow for Louisa County.

The US Drought Map indicates abnormally dry conditions across the eastern half of Louisa County and moderate drought across the western half of Louisa County.

- **James River Water Project – September Update** – Most of the work is currently taking place on the Rose property on the wet well and the pump station. The wet well is 43' below ground. The wet well project required digging to the bedrock and blasting. The rock blasted was used to build a "mud mat" at the bottom of the wet well. From the "mud mat", the wet well construction will be vertical, rebar has been installed at the bottom.

The road has been topped with stone and is holding up well. Conduit installation for the electrical service is ongoing. Dominion will begin pulling wire in the spring of 2026. Lots of equipment has been received and is being stored. The second half of the river crossing will begin October 15, 2025.

- There were no exceedances at the New Bridge WWTP in September 2025.
- The warning letters in the General Manager's Report for the Louisa Regional WWTP were for Zinc Translator and Water Effects Ratio protocol sampling studies that were sent to the wrong person at DEQ. By the time staff realized we had not heard back from DEQ on the protocol status, it was August and DEQ assessed points.
- The current past due balance is down to \$13,569.24 from that past due balance provided in the General Manager's Report, which reported the past due balance of \$17,546.14.
- On October 16, 2025, Authority staff, Louisa County General Services staff and Town of Louisa Public Works staff members will be training for confined space entry.

I. Committees

The next 2X2 meeting is scheduled for October 24, 2025 at 3:30 pm.

The Leadership Committee will meet on October 31, 2025 at 2:00 pm.

J. Short Notice Items

2X2 Meeting – The Board was informed that this item was added to the agenda to provide time for discussion among the Board members present to ensure important items are discussed at the October 24, 2025 2X2 meeting.

K. Closed Session

Mr. Hardy made a motion to close regular open meeting and immediately reconvene in closed session. The motion was seconded by Mr. Kies and carried 6-0 among the members present.

14. In accordance with §2.2-3711(A)(8), consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

RETURN TO OPEN MEETING

Chairman Foster read the following statement, "I will now poll members to certify that, to the best of your knowledge, only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act, and as identified in the motion for which the closed meeting was convened, were discussed, and considered by the Board. If any member believes that the Board varied from the purpose stated for the closed meeting, please state so and the reason prior to casting the vote." A roll call vote was requested with the following results:

Mr. Foster YES

Mr. Hardy	YES
Mr. Filer	YES
Mr. Kies	YES
Mr. Morgan	YES
Mr. Snyder	YES
Mr. Wilson	ABSENT

The motion passed 6-0 among the members present.

Next meeting date - The next business meeting is scheduled for November 12, 2025.

M. Adjournment

THERE BEING NO FURTHER BUSINESS, Mr. Hardy made a motion to adjourn at 8:20 pm. The motion was seconded by Mr. Filer and carried 6-0 among the members present.

BY ORDER OF:

Mr. Judson Foster
Chairman
LOUISA COUNTY WATER AUTHORITY