**Louisa County Water Authority**

**Board of Directors**

**October 9, 2024**

MEMBERS PRESENT: Mr. Judson Foster, Chairman; Mr. Douglas Smith, Vice-Chairman; Mr. Bob Hardy; Mr. Tom Filer; Mr. David Kies

MEMBERS ABSENT: Mr. Robert Morgan; Mr. Byron Wilson

OTHERS PRESENT: Ms. Pam Baughman, General Manager; Ms. Danielle Mychajlonka, Human Resources Manager; Mr. Manning Woodward, Louisa

County Board of Supervisors; Ms. Patricia Smith, County Attorney; Mr. Mitchell Sasser, The Central Virginian; Mr. Chris

Compton, Maintenance Manager

**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 or additions to the agenda. The General Manager asked to add a Short Notice item titled - New Bridge WWTP Lagoon System Evaluation; remove the closed session from the agenda and correct the next meeting date to November 13, 2024. Mr. Hardy made a motion to adopt the agenda as amended. The motion was seconded by Mr. Kies and carried 5-0 among the members present.

**B. Presentations**

**C. Citizen Information**

**D. Consent Agenda**

2. APPROVAL OF THE MINUTES:

A. SEPTEMBER 18, 2024 – REGULAR BUSINESS MEETING

3. TREASURER’S REPORT:

A. O & M REPORT / CAPITAL REVENUE & EXPENDITURE REPORT – SEPTEMBER 2024

B. APPROVAL OF DISBURSEMENTS – SEPTEMBER 2024

C. CONSTRUCTION FUND – SEPTEMBER 2024

The Board reviewed the Consent Agenda and the Treasurer’s Report. The General Manager stated that in the Treasurer’s Report, under section A. second paragraph a correction to Capital Revenues exceed Capital Expenditures from Capital Expenditures exceed Capital Revenues needed to be made to reflect the correct status. The General Manager also stated that on the next Cash Flow statement, deductions to the accounts will be denoted in a clearer manner. Mr. Smith asked about the description of two expenditures, the General Manager clarified the language provided in the Treasurer’s Report.

Upon completion of the review, Mr. Hardy made a motion to approve the Consent Agenda and Treasurer’s Report. The motion was seconded by Mr. Kies and carried 5-0 among the members present.

**E. Old Business**

4. UPDATE – NEW BRIDGE WWTP

A. NEW BRIDGE WWTP EXPANSION TIMELINE

The Board reviewed the timeline included in the agenda packet. On September 26, 2024, Mr. Andy Wade, Economic Development Director and the General Manager met virtually with the engineers to streamline the Preliminary Engineering Report and design phase of the New Bridge WWTP upgrade, to help meet the LA Resort opening date.

B. SALES TRAILER CONNECTION

The Board was informed that on Monday, September 30, 2024, the General Manager met virtually with the LA Resort developer to discuss a water and sewer connection for the sales trailer for the development. The initial phase of the project will be 96 condo units.

5. DROUGHT UPDATE – RESTRICTIONS REMOVED 10-02-2024

The Board was informed that the water restrictions were removed on Wednesday, October 2, 2024. The press release was included in the agenda packet.

**F. New Business**

6. LOUISA REGIONAL WWTP – FLYGT PUMP REPLACEMENT

The Board was informed that on September 25, 2024, a second Flygt pump at the Louisa Regional WWTP had detached itself from the guide railing and fallen to the bottom of the wet well, leaving only two of four influent pumps in operation at the plant. An inquiry was made on the status of one Flygt pump out for repairs and staff was informed it would be sometime in 2025 before the parts would be available to repair the pump. A bypass pump and piping were ordered for back up, with the remnants of Helene making landfall later in the week. After pulling the pump, cleaning it up and testing, it was able to be placed back into service. Three of the four influent pumps are currently in service. Staff was asked to acquire a quote for a replacement pump and the quote received is included in the agenda packet.

Staff would like to proceed with the purchase of a Flygt pump to be placed into service, bringing all four influent pumps online. Once the Flygt pump is repaired, that pump would be placed into inventory as a backup. The cost of a new Flygt pump is $22,000 + freight. The General Manager stated that the owners of the Louisa Regional WWTP (Louisa County and Town of Louisa) would need to be notified of the purchase.

After further discussion, Mr. Smith made a motion to approve the purchase of a Flygt pump at a cost of $22,000 + freight, the cost of the pump to be incurred by the Authority, not passed on to the owners. The motion was seconded by Mr. Filer and carried 5-0 among the members present.

**G. Reports**

**H. General Manager’s Report**

● **September levels**: At the end of September 2024, the static well levels were up 8 feet from the end of August 2024 levels. From September 2023 to September 2024, the well levels are up 47 feet.

As of October 3, 2024, the Department of Environmental Quality Drought website is indicating normal conditions exist for precipitation, groundwater, reservoir levels and stream flow.

The US Drought Map is indicating no drought conditions for the County of Louisa.

● James River Water Project Update: October 2024 –

1) The original debt has been exhausted and the new debt issuance is being used to complete the project.

2) The wetland permit has been approved except for the South Creek and Rivanna River crossings. These two crossing will require the removal / relocation of endangered mussels.

3) The Treatment Plan has been approved and agreed upon by all parties.

4) After the rain, the pipe installation work is back on track.

5) The archeological work and pump station work are on track to begin next week.

● The Zion Crossroads WWTP permit renewal public notice period ended with no comments from the public. The permit renewal process has been halted by the Department of Environmental Quality due to concerns that have been received regarding the special condition’s language for the Reporting of Flagged Data. Zion Crossroads WWTP is currently operating under the previous, administratively extended VPDES Permit.

● Staff will be working on obtaining a price to run water to the west side of Ferncliff Drive.

● The Department of Environmental Quality has closed the enforcement action for the New Bridge WWTP with no formal action.

● The current past due listing is down to $9,046.00 from the past due listing provided in the General Manager’s Report, which reported the past due balance of $16,182.53.

● The meter has been installed for Spring Creek 2 Well. The electrician was called out to determine why the breaker keeps tripping. He will replace the breaker as soon as he acquires one. The remaining items for completion will be flushing the well, collecting bacteriological samples, painting / coating the piping, and a final inspection with the health department and engineer.

● The General Manager will be signing a proposal to complete the tabletop exercise for the Bowlers Mill and Northeast Creek Dams as part of the work needed to complete the Emergency Action Plan as required for the Department of Conservation and Recreation. The total cost for both dams is $11,500; half will be billed to the County of Louisa for Bowlers Mill.

● The General Manager informed the Board that the Request for Proposal for Right-of-Way clearing is in the process of being rejected and reworded to capture a clearer scope of work.

**I. Committees**

A. PERSONNEL COMMITTEE

● Interviews for the Deputy General Manager’s position have begun. To date, five applications have been received, and two interviews conducted.

● The Water Operator Trainee position remains open. Interest in the position has increased with several applications received.

B. 2X2 MEETING

The latest 2X2 meeting occurred on September 27, 2024. Mr. Smith and Mr. Filer shared some the topics of discussion with the Board.

Mr. Smith and Mr. Filer informed the Board that the following topics were discussed during the 2X2 meeting:

● Town of Louisa and Town of Mineral’s recent approval of growth and the impact on infrastructure.

● Impact fees and who would collect those fees.

●The revisions to the Comprehensive Plan.

● The Ferncliff Well and waterline for future development in Ferncliff Industrial Park.

The Board asked the General Manager to include the Rate Schedule and agreements with the Town of Louisa and Town of Mineral in the November agenda packets.

**J. Short Notice Items**

A. New Bridge WWTP Lagoon System Evaluation

The Board was informed that the engineers have provided a draft New Bridge WWTP Lagoon System Evaluation. To be able to take meet compliance and take additional flow from 30 new townhomes and the start up of the 96 condo units proposed at the LA Resort project, an additional $459,000 (estimate) will need to be spent in upgrading the lagoon system. Much of that cost is for the blower system, structures to protect additional and current chemical feed systems and reduction of algae.

The General Manager asked the Board if an additional funding request should be made for these upgrades and the Board was reminded of the list of requests approved at the September 18, 2024 meeting.

FY2026 CIP Funding Requests:

A. NORTHEAST CREEK WTP – SLUDGE VAC SYSTEM - $250,000

B. ZION CROSSROADS WWTP SCADA UPGRADE - $200,000

C. BOWLERS MILL - $250,000

D. Louisa Regional WWTP – Ammonia Nitrogen - $249,500

E. Louisa Regional WWTP – Operations - $275,000

The Board discussed the additional funding request for the New Bridge WWTP. Upon completion of the discussion, Mr. Filer made a motion to add the additional FY2026 CIP funding request for the New Bridge WWTP in the amount of $500,000. The motion was seconded by Mr. Kies and carried 5-0 among the members present.

**K. Closed Session**

**Next meeting date -** The next business meeting is scheduled for November 13, 2024.

**L. Adjournment**

THERE BEING NO FURTHER BUSINESS, Mr. Hardy made a motion to adjourn at 6:48 pm. The motion was seconded by Mr. Filer and carried 5-0 among the members present.

BY ORDER OF:

Judson Foster

Chairman

LOUISA COUNTY WATER AUTHORITY