

**James River Water Authority
Board of Directors Meeting
Fluvanna County Public Library
214 Commons Blvd.
Palmyra, VA 22963
December 8, 2021
9:00 A.M.**

Regular Meeting of the James River Water Authority Board of Directors

- I. Call to Order**
- II. Adoption of Agenda**
- III. Items from the Public**
- IV. Approval of Minutes of Preceding Meeting**
 - a. October 13, 2021 – Regular Meeting
- V. Financial Report**
 - a. Bill Approval
 - i. Aqualaw
 - ii. GAI Consultants
 - b. Bills to Ratify
 - i. Aqualaw
 - ii. GAI Consultants
 - iii. Timmons Group
- VI. Discussion/Information Items**
 - a. Discussion- COE Permit
- VII. Action Items**
- VIII. Consent Agenda**
- IX. Closed Meeting**
- X. Adjournment**

The James River Water Authority Board of Directors reserves the right to amend and/or change the Agenda the day of the meeting.

BY ORDER OF:
D.D. WATSON, CHAIRMAN
BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY

**JAMES RIVER WATER AUTHORITY BOARD OF DIRECTORS
FLUVANNA COUNTY ADMINISTRATION BUILDING
132 MAIN STREET
PALMYRA, VIRGINIA
OCTOBER 13, 2021
9:00 A.M.**

Present: D. D. Watson (Chairman), Joe Chesser (Treasurer), Eric Dahl, and Christian Goodwin

Absent: Mark Dunning

CALL TO ORDER

Chairman Watson called the meeting of the James River Water Authority (JRWA) Board of Directors to order at 9:00 a.m., and led the Board in the Pledge of Allegiance.

ADOPTION OF AGENDA

On the motion of Mr. Chesser, seconded by Mr. Goodwin, which carried by a vote of 4-0, the agenda was adopted.

ITEMS FROM THE PUBLIC

There were no comments made by the public.

APPROVAL OF MINUTES OF PRECEDING MEETING

On the motion of Mr. Dahl, seconded by Mr. Chesser, which carried by a vote of 4-0, the Board approved the minutes of the August 11, 2021 meeting.

FINANCIAL REPORT

Mr. Chesser reviewed the bills as presented in the board's packet, noting a debt service payment and associated wire charge to US Bank. He reported a balance prior to bills of \$276,657.11, and bill payments of \$103,107.88 would leave a remaining balance of \$173,549.23. Mr. Dahl noted that debt service payments were reimbursed by the localities. On the motion of Mr. Goodwin, seconded by Mr. Dahl, the report and bills were approved by a vote of 4-0.

DISCUSSION/INFORMATION ITEMS

COE Permit Update

The Board received an update from Justin Curtis on the Corps of Engineers (COE) permit process from Mr. Justin Curtis of Aqualaw. Mr. Curtis reminded the Board that the archeological study efforts were underway, and these included two phases. The first was fieldwork, which was finalized in August, and this work resulted in a plan for deep trenching, which comprises the second phase. The plan has been circulated with the Monacan representatives and the Virginia Department of Historic Resources (DHR). Feedback has been received from both entities, and

resulting updates to the plan have been resubmitted. It is anticipated that since all concerns were addressed in the revision, no further consultation will be necessary prior to deep testing, which is slated to begin November 1.

Mr. Curtis also stated that the overall effort was roughly eight weeks behind schedule, and that delays were driven primarily by: 1) initial property access issues; 2) responses to comments from DHR and the Monacan regarding the first phase; and 3) the availability of equipment. Regarding equipment, he reported that Gray and Pape had reached out to numerous providers to check pricing and availability, and all except Faulconer Construction declined to bid, citing staffing and resource availability. Mr. Curtis reported that trenching was estimated at 4-5 weeks, and that the Authority would receive regular updates as the study progresses in advance of the final report. He noted that consideration on the suitability of the site from a cultural resources standpoint should be possible as soon as December. Mr. Dahl noted that according to the landowner, all crops have now been harvested at the proposed area of the pump station.

ACTION ITEMS

Contract Modification for Resources Work

Mr. Curtis reported that first phase of the two-phase archaeological study was complete. A study plan for the second phase was circulated to the DHR and Monacans for review. JRWA's cultural resources team had finalized revisions to the study plan to address comments from DHR and the Monacans. The second phase of the study, consisting of the excavation of a series of deep test trenches near the James and Rivanna Rivers was expected to start on November 1, which is the first date the excavation equipment and operators would be available.

Mr. Curtis stated that GAI requested that Gray and Pape provide a budget status update at end of the first phase of the study. Gray and Pape sent a letter at the end of August requesting a budget increase based on unexpected costs incurred to date and additional costs that were anticipated to complete the second phase of the study. Mr. Curtis noted that the initial contract for cultural resources efforts was a not-to-exceed amount based on certain stated assumptions, including the quantity of artifacts found and number of tests conducted. While the artifacts found to date have not been any more culturally or historically significant than anticipated, roughly twice as many as expected have been found. This has taken more time and more laboratory analysis, resulting in an increase of \$22,320. Additionally, the area of deep testing that would be necessary to complete the final phase of the study is significant and likely to take longer than initially assumed if only one field archeologist is employed as originally proposed. Accordingly, Gray and Pape's budget update proposed that a second field archeologist be employed at a cost \$20,000. Mr. Curtis stated that the project team believes that employing a second archeologist would save time and offset other significant costs associated with a longer study, including the cost of the excavation equipment and operators that support the archeological team. Before a final amount was brought to the Board, the project team sought to finalize any further cost requirements that could result from addressing the Monacan and DHR comments on the plan for the final phase of the study. Although comments from the Monacans and DHR necessitated significant changes to the plan, they did not increase the overall cost of conducting the study. However, the amount of the

requested budget increase was revised to also include a \$3,000 contingency for tree removal at the location of several of the trenches. This will make evaluation onsite more efficient and save on machinery/operator costs, according to Mr. Curtis, who reminded the Board that GAI will receive funding and pass it through to Gray and Pape and Faulconer as subcontractors.

Mr. Goodwin cited the expectation by all parties that artifacts would be found as they would be anywhere in the general area of the James River, asked about the significance of the artifacts that had been found. Mr. Curtis responded that while the volume was higher, no artifacts which are likely to create an objection to the project had been found to date, and that deep testing would begin soon.

Mr. Watson asked what would happen to artifacts that had been found. Mr. Curtis responded that they are the property of the landowner, and that the JRWA had requested that the landowners donate them to a responsible party, likely the Monacans or DHR, at the end of the study. While most declined, Mr. Curtis noted that the artifacts recovered so far are valuable to archeologists and historians but generally look like rocks and dirt to the untrained eye. Mr. Curtis stated that it was possible landowners may be more willing to donate them when they see what has been recovered and that this issue would be resolved in the course of further discussions with the Corps, DHR, Monacans, and landowners.

Mr. Watson asked how many property owners there were, and Mr. Dahl said 36, but three are in the more significant areas near the water.

Mr. Dahl questioned the potential for delays given cooler weather and holidays and asked if any contingency time was built into the schedule, and Mr. Curtis stated that the work was expected to take the full 4-5 weeks, but that December was a realistic target for completion.

On Mr. Chesser's motion, seconded by Mr. Dahl, the modification in the amount of \$45,320 in the cultural resources budget was approved by a vote of 4-0.

Mr. Chesser also reported that with the closure of the Authority's bank's branch at Zion, he would need to work with a branch in Gordonsville that was further away. He stated that he would continue to evaluate the issue and report back if a change was necessary.

CONSENT AGENDA

(none)

CLOSED SESSION

(none)

ADJOURNMENT

On the motion of Mr. Dahl, seconded by Mr. Goodwin, which carried by a vote of 4-0, the Board voted to adjourn the meeting at 9:31 a.m.

BY ORDER OF:

D.D. WATSON, CHAIRMAN
BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY

DRAFT

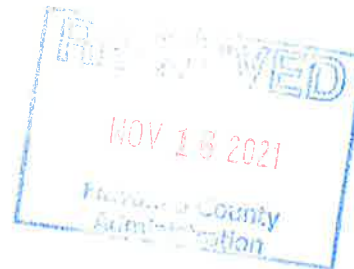
AQUALAW

CHRISTOPHER D. POMEROY
CHRIS@AQUALAW.COM

PH: 804.716.9021
FX: 804.716.9022

November 12, 2021

Mr. Eric Dahl
Administrator
Fluvanna County
P.O. Box 540
Palmyra, VA 22963



Re: James River Water Authority

Dear Eric:

Enclosed is our invoice for services rendered during October.

We greatly appreciate the opportunity to work with you. Please let me know if you have any questions.

Best regards,

Christopher D. Pomeroy

Enclosure

cc: Brendan Hefty, Esq.

AQUALAW

November 11, 2021

James River Water Authority
P.O. Box 540
Palmyra, VA 22963

Attention: Eric Dahl
RE: General

Our File #: 0293-001
Inv #: 13982

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Oct-12-21	Participate in biweekly meeting with project re status of the cultural resources study; draft and send update to the Board on the status and budget for the study	1.60	664.00	JWC
Oct-13-21	Prepare for and attend JRWA Board meeting in Fluvanna; send update to GAI on the Board actions on the study budget	2.50	1,037.50	JWC
Oct-19-21	Review and suggest revisions to the draft Board meeting minutes	0.60	249.00	JWC
Oct-26-21	Participate in biweekly team virtual meeting re Alternative 1C cultural study study; follow up meeting with C. Goodwin and E. Dahl re next steps	0.70	290.50	JWC
Oct-28-21	Teleconference with J. Hines re presentation to Louisa County Board; send draft presentation to C. Goodwin for review	1.00	415.00	JWC
	Subtotal	6.40	\$2,656.00	
	TOTAL AMOUNT THIS PERIOD		\$2,656.00	
	Previous Balance		\$747.00	
	Previous Payments		\$0.00	
	BALANCE DUE NOW		\$3,403.00	

Payment Remit Address: AquaLaw PLC, 6 South 5th Street, Richmond, Virginia 23219

Thank you for choosing AQUALAW PLC. (Tax ID No. 45-0484029)

Please call (804) 716-9021 ext. 224 with invoice questions.

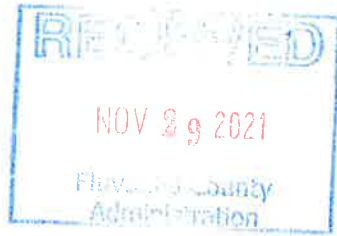
Payment is appreciated within 30 days.



INVOICE

Pittsburgh
385 East Waterfront Drive
Homestead, PA 15120-5005

T 412.476.2000
F 412.476.2020



Eric Dahl
James River Water Authority
132 Main St
PO Box 540
Palmyra, VA 22963

November 11, 2021
Project No: C190908.00
Invoice No: 2168831

Project C190908.00 JRWA - cultural oversight - water supply project
Planning & Coordination with Council & subconsultant
Phase I archaeological survey subconsultant charges

Professional Services Through October 16, 2021

Task 001 Consultation and Document Review

Professional Personnel

	Hours	Rate	Amount
E08 ; Assistant Director Tidlow, Evelyn	6.00	175.00	1,050.00
E06 ; Cultural Resources Managers Glenn, Jonathan	9.00	128.00	1,152.00
Totals	15.00		2,202.00
Total Labor			2,202.00
Total this Task			\$2,202.00

Task 003 Monacan Contractor Phase I Surveys

Consultants

Consultants Expense			10,698.57
Total Consultants	1.0 times	10,698.57	10,698.57
Total this Task			\$10,698.57

Billing Limits

	Current	Prior	To-Date
Total Billings	12,900.57	321,598.99	334,499.56
Limit			465,205.59
Remaining			130,706.03
Total this Invoice			\$12,900.57

Outstanding Invoices

Number	Date	Balance
2167121	10/1/2021	123,324.12
Total		123,324.12

AQUALAW

CHRISTOPHER D. POMEROY
CHRIS@AQUALAW.COM

PH: 804.716.9021
FX: 804.716.9022

October 18, 2021

Mr. Eric Dahl
Administrator
Fluvanna County
P.O. Box 540
Palmyra, VA 22963



Re: James River Water Authority

Dear Eric:

Enclosed is our invoice for services rendered during September.

We greatly appreciate the opportunity to work with you. Please let me know if you have any questions.

Best regards,



Christopher D. Pomeroy

Enclosure

cc: Brendan Hefty, Esq.

AQUALAW

October 18, 2021

James River Water Authority
P.O. Box 540
Palmyra, VA 22963

Attention: Eric Dahl
RE: General

Our File #: 0293-001
Inv #: 13907

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Sep-07-21	Review draft archeological work plan and send comments on the same to J. Glenn and E. Tidlow; follow up teleconference with E. Tidlow re the same; respond to email from J. Hines re survey coordination	0.70	290.50	JWC
Sep-14-21	Participate in regular project team virtual conference to review cultural study status; send update to the Corps on the same	0.50	207.50	JWC
Sep-22-21	Teleconference with E. Tidlow re status of trenching work plan; provide update on the same to C. Goodwin and E. Dahl; respond to follow-up questions on the same	0.60	249.00	JWC
	Subtotal	<u>1.80</u>	<u>\$747.00</u>	

TOTAL AMOUNT THIS PERIOD

\$747.00

Previous Balance

\$10,790.00

Previous Payments

\$0.00

BALANCE DUE NOW

\$11,537.00

Payment Remit Address: AquaLaw PLC, 6 South 5th Street, Richmond, Virginia 23219

Thank you for choosing AQUALAW PLC. (Tax ID No. 45-0484029)

Please call (804) 716-9021 ext. 224 with invoice questions.

Payment is appreciated within 30 days.



INVOICE

Pittsburgh
 385 East Waterfront Drive
 Homestead, PA 15120-5005

T 412.476.2000
 F 412.476.2020



Eric Dahl
 James River Water Authority
 132 Main St
 PO Box 540
 Palmyra, VA 22963

October 1, 2021
 Project No: C190908.00
 Invoice No: 2167121

Project C190908.00 JRWA - cultural oversight - water supply project
 Planning & Coordination with Council & subconsultant
 Phase I archaeological survey subconsultant charges

Professional Services Through September 18, 2021

Task 001 Consultation and Document Review

Professional Personnel

	Hours	Rate	Amount
E08 ; Assistant Director Tidlow, Evelyn	9.00	175.00	1,575.00
E06 ; Cultural Resources Managers Glenn, Jonathan	19.00	128.00	2,432.00
Totals	28.00		4,007.00
Total Labor			4,007.00
		Total this Task	\$4,007.00

Task 003 Monacan Contractor Phase I Surveys

Consultants

Consultants Expense			119,317.12
Total Consultants	1.0 times	119,317.12	119,317.12
	Total this Task		\$119,317.12

Billing Limits

	Current	Prior	To-Date
Total Billings	123,324.12	198,274.87	321,598.99
Limit			419,885.59
Remaining			98,286.60
		Total this Invoice	\$123,324.12

Outstanding Invoices

Number	Date	Balance
2165562	8/11/2021	3,074.50
2166139	8/30/2021	77,355.48
Total		80,429.98



November 5, 2021

Mr. Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

Re: JRWA – Additional Professional Services for Project Management / Coordination and Additional Analysis of Alternative 1C: Invoices for Professional Service through October 31, 2021

Dear Mr. Dahl:

Attached is the invoice for additional time & material services for the professional services completed through October 31, 2021 by Timmons Group related to general project management / coordination and associated meetings as well as the invoice for survey support for Alternative 1C.

Following is a summary of the work completed associated with the above referenced invoices:

Project Management / Coordination

- Coordination and preparation of materials for JRWA, GAI & AquaLaw review.
- Coordination with GAI & Gray & Pape
- Bi-Weekly Coordination Call for CR Coordination
- Phone and email communications with above parties throughout the invoice period.
- Key personnel related to above activities included David Saunders & Joe Hines.

Task 1 - Bathymetric Survey / Riverbank Survey

- Original and Expanded Scope 100% Complete

Task 2 - Concept Design & Location of Intake and Pump Station

- Original and Expanded Scope 100% Complete.

Task 3 - Develop potential Limits of Disturbance for Alternative 1C

- Original and Expanded Scope 100% Complete.

Task 4 – Coordination with GAI

- Included in the Project Management / Coordination Invoice.

Task 5 - Field Survey in support of Cultural Resources Work

Timmons Group established survey field control for PS Alt 1C and Rivanna Crossing and completed field location of proposed test pits and further identification of partial property lines. Office work-ups for survey and coordination associated with the survey support for the CR work, to include coordination by Joe Medley, Timmons Group Survey Principal.

JRWA – Additional Professional Services Invoices

November 2021

Page 2 of 2

Thanks for your the opportunity to be of continued service to the JRWA on this important project. Please feel free to contact us with any questions regarding this invoice or our team's services.

Respectfully submitted,



Joseph C. Hines, PE, MBA
Senior Principal



David J. Saunders, PE, DBIA
Senior Principal

Attachments:

Invoices for Professional Services through October 31, 2021



INVOICE

Eric Dahl
 James River Water Authority
 Fluvanna County Office Building
 132 Main Street
 PO Box 540
 Palmyra, VA 22963

November 4, 2021
 Project No: 39677.002
 Invoice No: 274460
 Due Date: December 4, 2021

Invoice Total 1,512.50

Project 39677.002 JRWA - Management/Coordination & Svcs

Professional Services through October 31, 2021

Phase U03 General Project Management Services

Professional Personnel

	Hours	Rate	Amount	
Sr. Principal	5.50	275.00	1,512.50	
Totals	5.50		1,512.50	
Total Labor				1,512.50
		Total this Phase		1,512.50
		Total this Invoice		<u>1,512.50</u>

Please Remit to:
 1001 Boulders Pkwy, Suite 300
 Richmond, VA 23225
 804.200.6500

Federal Tax ID: 54-1301413

EFT Remittance:
 Towne Bank | Glen Allen, VA
 ABA #051408949 | A/C #0281001456
 ap@timmons.com

INVOICE

Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

November 4, 2021
Project No: 39677.003
Invoice No: 274459
Due Date: December 4, 2021

Invoice Total	7,630.00
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Project 39677.003 JRWA Additional Analysis for Alter 1C

Professional Services through October 31, 2021

Phase	U01	Bathymetric Survey / Riverbank Survey		
Total		12,400.00		
Percent Complete		100.00	Total Earned	12,400.00
			Previous Fee Billing	12,400.00
			Current Fee Billing	0.00
		Total		0.00
			Total this Phase	-

Phase	U02	Concept Design & Location of Intake & PS		
Total		19,500.00		
Percent Complete		100.00	Total Earned	19,500.00
			Previous Fee Billing	19,500.00
			Current Fee Billing	0.00
		Total		0.00
			Total this Phase	-

Phase	U03	Develop Potential LOD for Alternative 1C		
Total		13,000.00		
Percent Complete		100.00	Total Earned	13,000.00
			Previous Fee Billing	13,000.00
			Current Fee Billing	0.00
		Total		0.00
			Total this Phase	-

Phase	U04	Survey Service Support Cultural Resource		
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Professional Personnel

	Hours	Rate	Amount	
Licensed Land Surveyor	30.00	145.00	4,350.00	
3 Man Survey Crew	16.00	205.00	3,280.00	
Totals	46.00		7,630.00	
Total Labor				7,630.00

Total this Phase **7,630.00**

Total this Invoice **7,630.00**