

**James River Water Authority
Board of Directors Meeting
Fluvanna County Administration Building- Morris Room
132 Main Street
Palmyra, VA 22963
January 11, 2023
9:00 A.M.**

Regular Meeting of the James River Water Authority Board of Directors

- I. Call to Order**
- II. Adoption of Agenda**
- III. Approval of Minutes of Preceding Meeting**
 - a. December 14, 2022 – Regular Meeting
- IV. Financial Report**
 - a. Bill Approval
 - i. Aqualaw
 - ii. GAI Consultants
 - iii. Timmons Group
- V. Public Information and Discussion**
 - a. Discussion – Project Status Update
- VI. Action Items**
- VII. Consent Agenda**
- VIII. Closed Meeting**
- IX. 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
PALMYRA, VIRGINIA
December 14, 2022
9:00 A.M.**

Present: D. D. Watson (Chairman), Eric Anderson (Vice Chairman, arrived 9:04), Joe Chesser (Treasurer), Christian Goodwin, Eric Dahl

Absent: Eric Purcell

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. Dahl, which carried by a vote of 4-0, the agenda was adopted.

ITEMS FROM THE PUBLIC

(none)

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 meeting minutes.

FINANCIAL REPORT

Mr. Chesser briefed the Board on bills in the packet for consideration. Discussion regarding the Christopher Goodwin and Associates bills followed, and the Board reviewed the contracted amounts versus those billed. On the motion of Mr. Goodwin, seconded by Mr. Purcell, the bills were approved by a vote of 5-0 (Mr. Anderson arrived during the discussion). Mr. Dahl noted that after payment of the bills, the Authority would have a remaining balance on the debt issuance of \$5,148,252.48.

On the motion of Mr. Goodwin, seconded by Mr. Anderson, the Board amended the agenda to include an action item for approval of phase 3 work plan efforts.

PUBLIC INFORMATION AND DISCUSSION

Discussion – Project Status Update

Mr. Curtis reported on the status of the major permits. Consideration by the three agencies is in process, and the agencies have not communicated further requests for information. Mr. Curtis reminded the Board about the Department of Environmental Quality's new online process for tracking permitting applications and relayed a target permit date at the end of January. He cautioned that the system is new, however.

Mr. Curtis then reviewed recent information regarding the choice between a new withdrawal permit and the modification of the existing permit. There would be no difference between the timing of the permit itself or construction. The application fee for a new permit is higher than for a permit modification (\$25,000 versus \$5,000). A new permit would be valid through 2038, whereas a modification of the existing permit would be valid through 2030. Costs associated with a future application for a new permit would be in the six-figure range, according to Mr. Curtis. Based on his recommendation, the general consensus of the Board was to submit a request to DEQ to consider the pending application a new permit application.

Mr. Goodwin and Mr. Dahl reported on a recent project planning meeting, stating that the project team was working diligently to update the project timeline. Permit approvals, 15% designs, and Phase 3 efforts are anticipated to be complete in the April-May 2023 timeline. The project team is working to minimize any risks and mitigate material delivery timeline and cost concerns, and the team may recommend ordering materials in advance given long lead times on items like pipe, which is currently anticipated to take 40 weeks for delivery. Mr. Watson asked when pipe payments would be due, and Mr. Dahl responded that they would be invoiced on delivery. Mr. Watson also asked about onsite storage, which the project team is working to finalize.

ACTION ITEMS

Phase 3 Work Plan

Mr. Curtis stated that a proposal from Goodwin and Associates to prepare a phase 3 work plan for the pump station site for \$4,235 and that moving forward with the effort would streamline the permitting process. The timeline for the effort would be 2-3 weeks, after which the plan would be circulated for necessary reviews. Eligibility for the pump station site has been stipulated, and the project team is working through phase 2 efforts on four other sites. According to Mr. Curtis, a review of the preliminary phase 2 study results suggests there is one small area adjacent to the pump station site that also is likely to require phase 3 work. He recommended that Goodwin be asked to revise their phase 3 work plan proposal to include the additional study area, and that Goodwin be authorized to prepare the plan provided the cost for both sites does not exceed \$8,500. On the motion of Mr. Goodwin, seconded by Mr. Chesser, the Board approved amending the contract with Goodwin and Associates to do the work at a cost not to exceed \$8,500 by a vote of 5-0.

CONSENT AGENDA

(none)

CLOSED SESSION

(none)

ADJOURNMENT

On the motion of Mr. Goodwin, seconded by Mr. Chesser, which carried by a vote of 5-0, the Board voted to adjourn the meeting at 9:30 a.m.

BY ORDER OF:

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

DRAFT

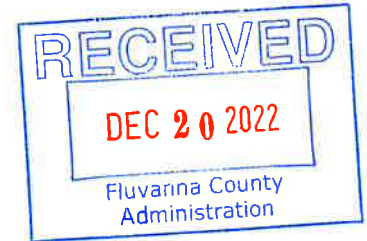
AQUALAW

JUSTIN W. CURTIS
JUSTIN@AQUALAW.COM

PH: 804.716.9021
FX: 804.716.9022

December 15, 2022

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 November.

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

Very truly yours,

Justin W. Curtis

Enclosure

cc: Brendan Hefty, Esq.

AQUALAW

December 15, 2022

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

Attention: Eric Dahl
RE: General

Our File #: 0293-001
Inv #: 14956

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Nov-01-22	Participate in biweekly project team meeting	0.60	249.00	JWC
Nov-09-22	Consult with J. Curtis re research questions on the effect of NPDES permit modification, and discuss search for AG Opinion re use/ownership of James River; begin search for AG opinion	0.50	125.00	CFK
	Prepare for and participate in JRWA Board meeting in Fluvanna; teleconference with B. Hefty re project coordination	2.00	830.00	JWC
Nov-10-22	Continue search for AG Opinion re authority over James River; begin review of caselaw re effect of permit modification	1.90	475.00	CFK
Nov-14-22	Finish review of caselaw re effect of permit modification and permit appeals; transmit summary of info to J. Curtis	0.90	225.00	CFK
Nov-15-22	Draft summary of options and recommendation for retaining flexibility in permitting of stream crossings and send same to team; contact DEQ staff re permit status; participate in virtual meeting with the project team; draft summary and recommendation of DEQ permit options in response to request from the Board	5.20	2,158.00	JWC
Nov-22-22	Virtual meeting with DEQ staff re permit application; finalize and send memo to Board re permit options; respond to follow up questions re the same; review and comment on draft Board meeting minutes; review Phase II daily updates for information relevant to permitting	3.30	1,369.50	JWC
Nov-29-22	Participate in regular project team status meeting	0.50	207.50	JWC
	Subtotal	14.90	\$5,639.00	
	TOTAL AMOUNT THIS PERIOD		\$5,639.00	

Invoice #:14956

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Previous Balance

\$12,325.50

Previous Payments

\$0.00

BALANCE DUE NOW

\$17,964.50

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

GAI Consultants, Inc.
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

December 02, 2022
Project No: C190908.00
Invoice No: 2181944

Project C190908.00 JRWA - cultural oversight - water supply project
Planning & Coordination with Council & subconsultant

Professional Services Through November 12, 2022

Task 001 Consultation and Document Review

Professional Personnel

	Hours	Rate	Amount
E06 ; Cultural Resources Managers			
Glenn, Jonathan	7.50	128.00	960.00
Totals	7.50		960.00
Total Labor			960.00
		Total this Task	\$960.00

Billing Limits	Current	Prior	To-Date
Total Billings	960.00	449,847.49	450,807.49
Limit			535,987.59
Remaining			85,180.10
		Total this Invoice	\$960.00

Outstanding Invoices

Number	Date	Balance
2180979	11/7/2022	1,152.00
Total		1,152.00



January 5, 2023

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

**Re: JRWA – Water Withdrawal Permit Modification & General Project Management / Coordination
JN 39677.004**

Dear Mr. Dahl:

Attached are the invoices for services completed from November 1, 2022 through December 30, 2022 by Timmons Group related to General Project Management / Coordination during the Review & Response Period and support of the Joint Permit Application to modify the JRWA water withdrawal permit and subsequent work associated with Ph II Cultural Resources work being completed. Following is a summary of the work completed associated with the above referenced invoice:

Task 1 - 4:

- Timmons Group stopped billing these services under this Job Number effective October 31, 2022.

Task 5 (U02): Review & Response Period / General Project Management

- Coordination regarding associated electronic / GIS files related to the Phase II CR Work and delivery to Goodwin for use within their project scope.
- Coordination and preparation of materials w/ JRWA, GAI, Goodwin & AquaLaw.
- Bi-Weekly Coordination Calls for CR Coordination and survey coordination for GAI/Goodwin.
- Preparation and attendance of the JRWA Board meeting.
- Phone and email communications with above parties throughout the invoice period.
- Key personnel related to above activities included Lina Kim, David Saunders & Joe Hines.

Task 6 (W02): Additional Environmental Services

- Survey coordination and location of resources for Phase II CR work at the Rivanna River and Rose Property.
- Preparing exhibits and answering questions for the CR consultant to prepare the Ph II CR Report.
- Key personnel related to the above activities include David Saunders, Joe Medley, Justin Marshall and a 2-person survey crew.
- Invoice for Freshwater Mussel Habitat Assessment Survey by Three Oaks Engineering (subconsultant).

Thank you for 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

Attachment: Invoice for Professional Services from November 1, 2022 through December 31, 2022



INVOICE

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

January 05, 2023
 Project No: 39677.004
 Invoice No: 303898
 Due Date: February 04, 2023

Invoice Total	\$17,384.00
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Project 39677.004 JRWA-Water Withdrawal Permit Modify

Professional Services through December 30, 2022

Phase U02 Review and Response Period

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	1.00	105.00	105.00	
Sr. Project Manager	.50	185.00	92.50	
Sr. Principal	19.00	280.00	5,320.00	
Totals	20.50		5,517.50	
Total Labor				5,517.50
		Total this Phase		\$5,517.50

Phase W02 Additional Environmental Services

Professional Personnel

	Hours	Rate	Amount	
Sr. Designer	3.00	115.00	345.00	
Principal	4.25	230.00	977.50	
Sr. Principal	4.00	280.00	1,120.00	
Survey (2-person crew)	17.00	150.00	2,550.00	
Totals	28.25		4,992.50	
Total Labor				4,992.50

Consultants

Three Oaks Engineering, Inc.			6,874.00	
Total Consultants			6,874.00	6,874.00

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

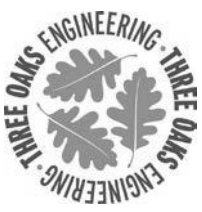
Billing Limits

	Current	Prior	To-Date
Total Billings	11,866.50	1,597.50	13,464.00
Limit			65,000.00
Remaining			51,536.00
		Total this Phase	\$11,866.50
		Total this Invoice	\$17,384.00

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



Three Oaks Engineering

324 Blackwell Street
 Suite 1200
 Durham, NC 27701
 919-732-1300

Timmons Group
 1001 Boulder Parkway, Suite 300
 Richmond, VA 23225
 Eli Wright

Invoice number 07046
 Date 08/19/2022

Project 22-311 JWRA FLUVANNA WATER LINE
 AQUATICS

For professional services rendered through 07/31/2022

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
SURVEYS AND REPORT	6,874.00	100.00	0.00	6,874.00	0.00	0.00	6,874.00
Total	6,874.00	100.00	0.00	6,874.00	0.00	0.00	6,874.00

Invoice total 6,874.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
07046	08/19/2022	6,874.00	6,874.00				
	Total	6,874.00	6,874.00	0.00	0.00	0.00	0.00