

**James River Water Authority
Board of Directors Meeting
181 Clubhouse Way
Zion Crossroads, Virginia
October 3, 2017
10:30 A.M.**

Regular Business 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. September 5, 2017 – Regular Meeting
- V. Financial Report**
 - a. Bills Approval
 - i. MBP Invoice
- VI. Discussion/Information Items**
 - a. Tier 1 Plan Update for VWP Individual Permit No. 14-0343
- 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:
GOODMAN B. DUKE, CHAIRMAN
BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY**

**JAMES RIVER WATER AUTHORITY
BOARD OF DIRECTORS
SPRING CREEK SPORTS CLUB
181 CLUBHOUSE WAY
ZION CROSSROADS, VIRGINIA
September 5, 2017
10:30 A.M.**

Present: Goodman Duke (Chairman), D.D. Watson, Mark Dunning, Steven Nichols, and Christian Goodwin

Absent: Joe Chesser (Treasurer)

Others Present: Brendan Hefty, Legal Counsel (Hefty, Wiley, and Gore); Greg Krysiniaik (Faulconer Construction); Mike Knight (MBP Engineering), Pam Baughman (Louisa Water Authority); and Joe Hines (Timmons Group)

CALL TO ORDER

Chairman Duke called the meeting of the James River Water Authority (JRWA) Board of Directors to order at 10:30 a.m. Mr. Nichols led the Board in the Pledge of Allegiance.

ADOPTION OF AGENDA

On the motion of Mr. Nichols, seconded by Mr. Watson which carried by a vote of 5-0, the Board approved the agenda.

APPROVAL OF MINUTES OF PRECEDING MEETING

On the motion of Mr. Nichols, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board approved the minutes of the August 1, 2017 meeting.

FINANCIAL REPORT

Mr. Nichols presented bills in the packet and two additional bills (MBP, construction management, \$1,897.50; and Faulconer Construction, construction, \$31,217) for the Board's consideration. On the motion of Mr. Watson, seconded by Mr. Dunning, which passed by a vote of 5-0, the payments were approved.

DISCUSSION/INFORMATION ITEMS

Discussion – Tier 1 Plant Update for VWP Permit 14-0343

Mr. Nichols reviewed the report in the packet which was based on requirements in the permit language and the agency's decision not to delay the reporting requirements. The report includes updates from both Counties regarding their project progress, and DEQ has not provided a response to the information.

ACTION ITEMS

Action Item – CSX Transportation Facility Encroachment Agreement

Mr. Nichols reviewed the agreement, which allows the project to pass beneath the railroad track and includes requirements such as insurance and fees. The total remaining fee is \$6,225, which was approved in the bills. Mr. Krysiniaik noted that Faulconer has a cost responsibility of \$750 for insurance required under the agreement, and Faulconer will reimburse JRWA.

On the motion of Mr. Watson, seconded by Mr. Dunning, which passed by a vote of 5-0, the Board voted to approve the agreement.

CLOSED SESSION

On the motion of Mr. Goodwin, seconded by Mr. Chesser, which carried by a vote of 5-0, the Board voted to enter Closed Session at 10:43 a.m. for the purpose of discussing the following:

1. In accordance with 2.2-3711(A)(7) for consultation with legal counsel regarding the issuance of the U.S. Army Corps of Engineers' permit.

RESUMPTION OF REGULAR SESSION

On the motion of Mr. Goodwin seconded by Mr. Nichols, which carried by a vote of 5-0, the Board voted to return to regular session at 11:13 a.m.

RESOLUTION - CERTIFICATION OF CLOSED SESSION

By roll call, which carried by a vote of 5-0, the Board voted to adopt the following resolution:

WHEREAS, the James River Water Authority Board of Directors has convened a Closed Meeting pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D of the Code of Virginia requires a certification by the James River Water Authority Board of Directors that such closed meeting was conducted in conformity with the Virginia Law.

NOW, THEREFORE BE IT RESOLVED that the James River Water Authority Board of Directors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters

as were identified in the motion convening the closed meeting was heard, discussed or considered by the James River Water Authority Board of Directors.

<u>NAME</u>	<u>VOTE</u>
D.D. Watson	Yes/Aye
Mark Dunning	Yes/Aye
Christian R. Goodwin	Yes/Aye
Steven M. Nichols	Yes/Aye
Goodman B. Duke	Yes/Aye
Joe Chesser	(absent)

ADJOURNMENT

On the motion of Mr. Goodwin, seconded by Mr. Nichols, which carried by a vote of 5-0, the Board voted to adjourn the meeting at 11:13 a.m.

BY ORDER OF:

GOODMAN B. DUKE, CHAIRMAN
BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY

DRAFT



September 22, 2017
 Invoice No: 507046

Remit To:
MBP
Williams Plaza 1
3040 Williams Drive, Suite 300
Fairfax, VA 22031-2215

Fluvanna, County of
 James River Water Authority
 Attn: Steve Nichols, Fluvanna Co. Administrator
 132 Main Street, P.O. Box 540
 Palmyra, VA 22963

Contract #: N/A
 Subcontract #: N/A
 Purchase Order #: N/A

Invoice Total	\$1,150.00
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Project Manager: Joseph Modica
 Project: J16223.001 James River Water Supply System

Professional Services through August 31, 2017

Professional Personnel

	Hours	Rate	Amount
Construction Manager			
Knight, Michael	10.00	115.00	1,150.00
Totals	10.00		1,150.00
Total Labor			1,150.00

Contract	Current	Prior	To-Date
Total Billings	1,150.00	20,634.09	21,784.09
Contract Value			374,423.00
Remaining			352,638.91
			Total this Invoice
			<u><u>\$1,150.00</u></u>

Billing Backup

Friday, September 22, 2017

McDonough Bolyard Peck, Inc. - LIVE

Invoice 507046 Dated 9/22/2017

4:01:22 PM

Project: J16223.001 James River Water Supply System

Professional Personnel

			Hours	Rate	Amount	
Construction Manager						
35CNMG00 - Knight, Michael	8/1/2017	Working in Charlottesville- Prep.Attend, Foloow-up JRWA Board Meeting	2.00	115.00	230.00	
35CNMG00 - Knight, Michael	8/10/2017	Workingin Charlottesville- Review Permit documents	.50	115.00	57.50	
35CNMG00 - Knight, Michael	8/11/2017	Working In Charlottesville- Permit document review	1.00	115.00	115.00	
35CNMG00 - Knight, Michael	8/14/2017	Workinh in Charlottesville- Prep fpor Owner's Meeting	.50	115.00	57.50	
35CNMG00 - Knight, Michael	8/15/2017	Working in C'ville- Prep, Attend and Follow-up JRWA Owner's Meeting	1.50	115.00	172.50	
35CNMG00 - Knight, Michael	8/16/2017	Working in Charlottesville- Review CSX Documents	.50	115.00	57.50	
35CNMG00 - Knight, Michael	8/30/2017	Working in C'ville-Document Review	1.00	115.00	115.00	
35CNMG00 - Knight, Michael	8/31/2017	Working in C'ville-Processing Pay App #6; initiate Monthly Report;Forward Insurance reqt to Faulconer	3.00	115.00	345.00	
	Totals		10.00		1,150.00	
	Total Labor					1,150.00
				Total this Project		\$1,150.00
				Total this Report		\$1,150.00

James River Water Authority
100 Virginia Community Bank, Period Ending 08/31/2017

RECONCILIATION REPORT

Reconciled on: 09/21/2017

Reconciled by: joe chesser

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	451,682.09
Checks and payments cleared (3).....	-39,497.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>412,185.09</u>

Uncleared transactions as of 08/31/2017.....	-977.50
Register balance as of 08/31/2017.....	411,207.59

Details

Checks and payments cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/11/2017	Expense	1127	Central Virginia Electric Coo...	-2,300.00
08/01/2017	Expense	1134	Hefty & Wiley	-7,500.00
08/01/2017	Expense	1131	Falconer	-29,697.00
Total				-39,497.00

Additional Information

Uncleared checks and payments as of 08/31/2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/01/2017	Expense	1132	MBP	-977.50
Total				-977.50

Uncleared deposits and other credits as of 08/31/2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/03/2016	Receive Payment	0105-000120-2204	Louisa County	0.00
05/19/2016	Receive Payment	00553617	Fluvanna County	0.00
Total				0.00

James River Water Authority

TRANSACTION REPORT

Created/Edited: September 17-21, 2017

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Deposit							
09/21/2017	Deposit		Yes	Va Resource Authority		100 Virginia Community Bank	142,979.44
Total for Deposit							\$142,979.44
Expense							
09/05/2017	Expense	1139	Yes	Faulconer		100 Virginia Community Bank	-31,217.00
09/05/2017	Expense	1138	Yes	MBP		100 Virginia Community Bank	-1,897.50
09/05/2017	Expense	1137	Yes	U.S. Bank N.A.		100 Virginia Community Bank	-299,911.28
09/05/2017	Expense	1136	Yes	CSX Transportation, Inc		100 Virginia Community Bank	-6,225.00
09/05/2017	Expense	1135	Yes	Fluvanna County Reimb		100 Virginia Community Bank	-160.00
09/08/2017	Expense	WFVA217	Yes			100 Virginia Community Bank	-10.00
Total for Expense							\$ -339,420.78

James River Water Authority

TRANSACTION REPORT

Created/Edited: September 1-28, 2017

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	AMOUNT
Deposit					
09/21/2017	Deposit		Yes	Va Resource Authority	142,979.44
09/28/2017	Deposit		Yes		299,891.28
Total for Deposit					\$442,870.72
Expense					
09/05/2017	Expense	1139	Yes	Faulconer	-31,217.00
09/05/2017	Expense	1138	Yes	MBP	-1,897.50
09/05/2017	Expense	1137	Yes	U.S. Bank N.A.	-299,911.28
09/05/2017	Expense	1136	Yes	CSX Transportation, Inc	-6,225.00
09/05/2017	Expense	1135	Yes	Fluvanna County Reimb	-160.00
09/08/2017	Expense	WFVA217	Yes		-10.00
Total for Expense					\$ -339,420.78