

METROPOLITAN LYNCHBURG MOORE COUNTY
UTILITY DEPARTMENT
BOARD MEETING
August 11, 2020

The Metro Utility Board meeting scheduled for August 11, 2020 at 6:01 P.M. was called to order by Keith Moses. Members present were Keith Moses, Sunny Rae Moorehead, Will Shavers, Mayor Bonnie Lewis, Brooke Fanning and Russell Sells.

Motion was made by Will Shavers and seconded by Sunny Rae Moorehead to approve the minutes of the July 14, 2020 meeting. Motion carried 4-0.

Visitors: Barry Posluszni, Tanyard Hill Road and Travis Wilson, S&ME Inc.

Engineers' Report – Russell Sells asked this item be deferred to the Manager's Report section. Action was granted with no opposition.

Internal Controls Manual: Brooke Fanning updated the board about the progress of a revised submission of this manual. TAUD is currently researching if they have a more clearly written version of this policy for the board to review.

Budget & 5 Year Financial Plan Policy: Brooke Fanning presented the board with a new Budget & 5 Year Financial Plan Policy. After no discussion, Sunny Rae Moorehead made the motion to wait until board member Gerald Burnett was present and rendered his comments on the policy. Will Shavers seconded. The motion carried 4-0.

Engineer's Report: Travis Wilson with S&ME, Inc. presented the board with a progress report on the sewer system rehabilitation project.

1. Pump Station Evaluation – Drawdown Testing_ Woodard's Pump Station & Jack Daniels North Pump Station

- a. Site visit and draw down
- b. Summary Report of Results
 - i. Provided Action Items for MUD staff

2. Jack Daniel's North I/I Investigation

- . Smoke Testing (July 29, 2020)
- .Conducted re-testing of North facility to verify Jack Daniels' previous repairs of the storm/sanitary cross connection defects near maintenance shop (Repairs made October 2019)
 - i.Smoke test findings indicate the area drains were disconnected; however, flow monitoring data still indicates there is significant I/I from the facility (Flow monitoring conducted February 2020)
 - ii.Two (2) vaults along the mainline between the guard shack and the maintenance shop were discovered from smoke testing (Jack Daniels staff exposed the vaults on site).
 - a. CCTV Inspections (August 4, 2020)

.Jack Daniels staff agreed to perform CCTV inspection along the mainline now that it could be accessed via CCTV camera

i.CCTV inspections were performed to verify connectivity of lateral lines and document defects observed

1. Although minor defects were observed on site during the inspection, no significant defects were apparent (a full review will be performed once contractor submits videos and database information)

ii.Confirmation of how the process system is valved from Jack Daniels to Metro was verified during the study

3. Jack Daniel's South Water Pressure Evaluation

. Data Logger info

.Coordinated with Metro's pump vendor to access online data from the data logger near the Jack Daniels South Facility, download data files, perform a review, and prepare export info to Jack Daniels staff

i.Conducted conference calls with Jack Daniels' staff members to discuss issues and work through solutions to mitigate issues

- a. Preliminary Estimate of Required Upgrades and Associated Cost Opinion

.Discussions with vendors for pricing

i.Creating Opinion of Probable Cost (A summary opinion will be provided once all information is gathered)

- b. Flow/Pressure Testing_Old Fayetteville Highway Area

.Summary Report (previously submitted) was utilized in the discussions with Jack Daniels to discuss pressure drops and correlate usage with flow/pressure issues

4. Water GIS Mapping

. Interactive map showing the water assets (valves, hydrants, meters, etc)

- a. Application for Metro staff to perform mark ups electronically within the map so that we can make corrections on the fly to improve map accuracy as the mapping components are utilized

5. Sewer Details and Standard Installation Procedures

. Working with MUD staff by providing draft drawings and set of standard installation instructions and materials list for sanitary sewer repairs

6. Flow Monitoring Report

. Coordination with Jack Daniel's on I/I investigation

- a. Evaluated results of the flow study and provide guidance for upcoming rehabilitation project

- b. Will incorporate findings from Jack Daniels inspection work

7. SRF Funding

- . Sanitary Sewer Rehabilitation Project was included on SRF ranking list in July
- a. Prepared tentative scheduling for Board review

Russell Sells requested a motion to approve presentation of this project in the amount of \$2.5 million to the Metro Council at the September 2020 meeting. Motion was made by Will Shavers and seconded by Mayor Bonnie Lewis. Motion passed 4-0.

Sunny Rae Moorehead expressed concern that the utility board was being asked to make financial decisions too quickly. She says they only receive information the night of the meeting and do not have time to research the information thoroughly. She would like to receive information about potential projects and capital improvements several weeks prior to making a financial decision about them.

Manager's Report—Russell Sells informed the board of several action items progress.

1. Xylem has the new lake pump installed. MUD is awaiting the failure report on the old pump.
2. The office has recently upgraded billing software and experiencing several glitches.
3. Water Plant Rehabilitation items
 - a. Rehab Filter Beds
 - b. Install VFD's on high service pumps
 - c. Replace check valves on high service pumps
 - d. Paint pipe gallery
 - e. Purchase SCADA systems license
 - f. The lagoon at the Water Treatment Plant is being dredged.

Mr. Sells requested that the board make a motion to move forward with seeking RDA funding in the amount of a note to make improvements to the Water Treatment Plant. A motion was made by Sunny Rae Moorehead and seconded by Will Shavers to explore financing options for the Water Treatment Rehabilitation. Motion passed 4-0.

Russell Sells presented the board with a water line extension request for Nightingale and Ellis Lane. He explained it would be the extension of approximately 1600 feet of water line. The extension includes the addition of a fire hydrant and 3 new water taps. MUD will be splitting the cost of the project with the homeowners in the amount of \$7,000.00. A motion was made by Mayor Bonnie Lewis and seconded by Will Shavers to approve the line extension. Motion carried 4-0.

Adjourn: A motion was made by Will Shavers and seconded by Sunny Rae Moorehead to adjourn at 7:48 pm. Motion passed 4-0.

Keith Moses, Acting Chairperson