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MEMBERS OF THE BOARD

William R. Knocke, Chairman
Marc A. Verniel, Vice-Chairman
Wayne O. Nelson, Secretary
F. Craig Meadows, Treasurer
G.E. Dwyn Taylor, II

Caleb M. Taylor, P.E.
Executive Director

Meeting Minutes
NRV Regional Water Authority Board

November 20, 2024

Board / Staff Members Present: William R. Knocke, Marc A. Verniel, Wayne O. Nelson, F. Craig Meadows, Dwyn Taylor, Caleb M. Taylor, Sharon T. Huff, Jim Guynn, Guynn & Waddell

Guests Present: Angie Hill, Montgomery County; Scott Wickham, Robinson, Farmer, Cox, Associates

Absent:

Location: NRV Regional Water Authority Conference Room

1. The meeting convened at 3:00.
2. Wayne made a motion to approve the agenda. Craig seconded the motion. All were in favor.
3. Secretary's Report:
 - a. Board minutes for the Wednesday, September 18, September 30, and October 23, 2024, meeting was reviewed.
 - b. A motion to accept the September 18, September 30, and October 23, 2024, meeting minutes was made by Wayne and seconded by Craig. All were in favor.
4. Treasurer's Report:
 - a. The September and October financial reports were distributed to Board members prior to the meeting. There was some discussion about the financial reports. Craig made a motion to accept the financial reports for September and October that were provided. Wayne seconded the motion. All were in favor.
5. Executive Director's Report:
 - a. Operations Highlights:

There was some discussion about the boil water advisory. VDH didn't issue a NOAV (Notice of Active Violation) during the event since the Authority followed VDH protocols and guidelines.

b. Metered Consumption:

Caleb provided the water consumption charts and the September and October water reports in the Board packet. Water consumption for September was 2.0% higher than compared to the past five years' consumption in the month of September. Water consumption for October was 8.3% higher than compared to the past five years' consumption in the month of October.

c. Previous and Current Business:

i. FY 2023-2024 Audit:

Scott Wickham made a presentation to the Board about the recent audit. The Authority received a clean opinion. There were no findings reported. Craig made a motion to accept the audit as presented. Marc seconded the motion. All were in favor.

ii. Asset Management Study:

Caleb is working with CHA to issue a RFP for CMMS software for the first of the year. After the RFPs are received, Caleb will work with CHA to select CMMS software and begin the implementation process.

iii. Action Items:

Caleb is having a Post Boil Water Advisory Action Report completed. The firms utilized do not provide engineering solutions. The Authority will be utilizing CHA to perform items associated with engineering solutions in the study. VDEMs have two firms approved through Virginia Public Procurement Act to perform these AARs. Each firm provided a proposal. Caleb reviewed the proposals. Both firms are well qualified. Caleb made a recommendation to the Board to move forward with CNA. Marc made a motion to authorize the contract with CNA for the after action report. Dwyn seconded the motion. All were in favor. Caleb will provide the cost of the engineering report that will be provided by CHA once he receives it.

d. New Business:

None at this time.

6. Public Comment Period: None

7. Closed Meeting:

Craig made a motion to enter into closed session pursuant to Virginia Code §2.2-3711(A)(1). Craig said the closed meeting's purpose was the personnel evaluation of the executive director. Dwyn seconded the motion. Sharon took roll call and the Board unanimously voted to enter closed session. Craig made

a motion to exit out of closed session. Wayne seconded the motion. All were in favor. Craig made a motion that it be certified and only the items identified for the closed meeting were the only items discussed. Wayne seconded the motion. All were in favor. Sharon again took roll call and the Board unanimously voted to exit out of closed session.


Results of roll call vote by the Secretary:

	<u>Aye</u>	<u>Nay</u>
William R. Knocke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marc A. Verniel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne O. Nelson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
F. Craig Meadows	<input checked="" type="checkbox"/>	<input type="checkbox"/>
G.E. Dwyn Taylor, II	<input checked="" type="checkbox"/>	<input type="checkbox"/>

8. Comments from the Board: Bill recognized the sincere appreciation to Craig for all of the contributions he has made to the Board during his time on the Water Authority Board. Angie Hill will be replacing Craig as Montgomery County's representative on the Water Authority Board starting in January.

9. Other Business: None.

10. The meeting adjourned at 4:17.



Chairman



Secretary Vice Chairman

