

**James River Water Authority  
Board of Directors Meeting  
214 Commons Blvd.  
Palmyra, VA 22963  
October 14, 2020  
9:00 A.M.**

Physical (in-person) access to the meeting will be limited to the first 40 members of the public who sign up in advance to attend. **Those wishing to attend must call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org with your name, address and phone number no later than 1 hour prior to the meeting.** Proof of identification will be required upon arrival and facemasks will be required.

*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. August 12, 2020 – Regular Meeting
- V. Financial Report**
  - a. Bills Approval
    - i. Aqualaw #12849
    - ii. VACorp #66025
    - iii. US Bank
    - iv. Aqualaw #12884
- 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 LIBRARY, 214 COMMONS BLVD.  
PALMYRA, VIRGINIA**

**August 12, 2020  
9:00 A.M.**

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**Present:** Mark Dunning (Vice Chairman), Joe Chesser (Treasurer), Eric Dahl, and Christian Goodwin

**Absent:** D. D. Watson (Chairman), Troy Wade

**Others Present:** Brendan Hefty (Hefty, Wiley, and Gore)

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**CALL TO ORDER**

Vice Chairman Dunning 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**

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 July 8, 2020 meeting.

**FINANCIAL REPORT**

Mr. Chesser reviewed the bills in the Board packet. He reported a balance prior to bill payment of \$255,011.01, and stated that after payment the Authority's remaining balance would be \$148,483.37. Mr. Dahl noted that he had delivered a payment from Fluvanna and that one from Louisa was forthcoming. He also stated that the Authority would be requisitioning another roughly \$350,000 from debt proceeds. Mr. Goodwin asked about carryovers from the FY20 budget, and Mr. Dahl answered that they would be ready for consideration at the next meeting. On the motion of Mr. Dahl, seconded by Mr. Chesser, which passed by a vote of 4-0, the Board approved the payments and the Treasurer's report.

**DISCUSSION/INFORMATION ITEMS**

**COE Application Processing**

Mr. Goodwin stated that the Corps of Engineers had recently asked for written confirmation from the Authority that it would like review of the current permit suspended while the Authority considered alternative locations as had been discussed at prior meetings. He noted a draft letter in the Board's packet for consideration prior to execution by the Chairman. On the motion of Mr. Chesser, seconded by Mr. Dunning, the Board approved the letter by a 4-0 vote, and Mr. Dahl volunteered to take it to the Chairman for signature.

## **ACTION ITEMS**

### **Timmons Group – Project Management / Coordination Services Budget Request**

Mr. Goodwin reviewed the proposal in the Board packet, and discussion ensued regarding best practices for ongoing efforts. Mr. Dahl suggested a not to exceed overall amount for a set amount of time, after which the matter could be revisited for future consideration. Mr. Chesser asked what work would be going on outside of typical project management, and asked if work plans could be developed. Mr. Goodwin noted that Timmons was working on additional analysis of Option 1C as necessary, and that any work plans could be influenced by specific requests from the Corps of Engineers.

Mr. Dahl motioned to approve a budget for project management and coordination of \$30,000 over three months, with an additional budget for alternatives analysis or requests for additional information of \$30,000 which would require a notice to proceed from the Authority. Discussion ensued regarding who would have the authority to provide the notice to proceed, and it was agreed that this authority would rest with the Chairman after his review of a work plan for that specific analysis. The motion was approved by a vote of 4-0.

### **FY19 Audited Financial Statements**

Mr. Dahl reviewed the financial statements prepared by Robinson, Farmer, Cox Associates for fiscal year 2019, noting that the audit report was delayed by the pandemic. He stated that the report showed roughly \$10.5M in assets with \$8.7M in liabilities, and reviewed major revenues, expenditures and cashflows. There were no management letter concerns. On the motion of Mr. Goodwin, seconded by Mr. Chesser, which passed by vote of 4-0, the audit was accepted.

## **CONSENT AGENDA**

(none)

## **CLOSED SESSION**

(none)

## **ADJOURNMENT**

On the motion of Mr. Goodwin, seconded by Mr. Dahl, which carried by a vote of 4-0, the Board voted to adjourn the meeting at 9:32 a.m.

BY ORDER OF:

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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

August 12, 2020

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 July. Please let me know if you have any questions.

Best regards,

Christopher D. Pomeroy

Enclosure

cc: Brendan Hefty, Esq.

# AQUALAW

August 12, 2020

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

Attention: Eric Dahl  
RE: General

Our File #: 0293-001  
Inv #: 12849

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Jul-02-20	Weekly project team teleconference; teleconference with E. Dahl re Board meeting; draft update for meeting and send same to E. Dahl; teleconference with J. Hines re next steps for application; send team update email on next Board meeting	0.90	373.50	JWC
Jul-15-20	Respond to media inquiry	0.90	373.50	JWC
Jul-16-20	Weekly teleconference with project team; update JRWA media statement on project and circulate same to C. Goodwin and E. Dahl for review	0.70	290.50	JWC
Jul-30-20	Teleconference with Corps staff re application status; participate in regular project team teleconference; respond to Corps staff request for a meeting	0.90	373.50	JWC
<b>Subtotal</b>		<b>3.40</b>	<b>\$1,411.00</b>	

**TOTAL AMOUNT THIS PERIOD**

**\$1,411.00**

Previous Balance

\$14,529.64

Previous Payments

\$6,432.50

**BALANCE DUE NOW**

**\$9,508.14**

**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.**

# AQUALAW

September 15, 2020

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



Attention: Eric Dahl  
RE: General

Our File #: 0293-001  
Inv #: 12884

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Aug-06-20	Teleconference with Corps staff in preparation for meeting; telemeeting with the Corps, E. Dahl, and C. Goodwin re project status; follow up teleconference with E. Dahl and C. Goodwin; draft letter to the Corps	2.30	954.50	JWC
Aug-10-20	Respond to media inquiry; respond to message from Monacan counsel	0.30	124.50	JWC
Aug-14-20	Respond to media inquiry	0.30	124.50	JWC
Aug-15-20	Review and circulate comments from the Advisory Council on Historic Preservation; send application suspension request to S. Vanderploeg	0.40	166.00	JWC
	<b>Subtotal</b>	<u>3.30</u>	<u>\$1,369.50</u>	

**TOTAL AMOUNT THIS PERIOD**

\$1,369.50

Previous Balance

\$9,508.14

Previous Payments

\$8,097.14

**BALANCE DUE NOW**

\$2,780.50

**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.**

# AQUALAW

CHRISTOPHER D. POMEROY  
CHRIS@AQUALAW.COM

PH: 804.716.9021  
FX: 804.716.9022

September 16, 2020

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 August. Please let me know if you have any questions.

Best regards,



Christopher D. Pomeroy

Enclosure

cc: Brendan Hefty, Esq.





All of us serving you™

August 21, 2020

Mr. Steve Nichols  
James River Water Authority  
P.O. Box 540  
132 Main Street  
Palmyra, VA 22963



Subject: Semi-Annual Payment Amount  
VRA Pooled Financing Program, Series 2016A - James River Water Authority

Dear Mr. Nichols

Your principal and/or interest payment related to the referenced bond issue will be due on: 10/1/2020

Interest:	\$161,775.00
Principal:	\$150,000.00
Less Bill Credit:	\$4,308.83
<b>Total Due:</b>	<b>\$307,466.17</b>

Payments should be made payable to U.S. Bank N.A. on or before the due date, as follows:

**Wire Instructions:**

RBK: U.S. Bank N.A.  
ABA: 091000022  
BNF: SE WIRE CLRG  
A/C #: 173103781824  
OBI: Pat Welling  
Ref: James River Water Authority - 214245000

**Checks – First Class Mail**

U.S. Bank Operations Center  
Attn: Trust Finance Management  
P.O. Box 86  
Lockbox Services-SDS 12-2699  
Minneapolis, MN 55486-2699

**Checks – Overnight Express Mail**

U.S. Bank Operations Center  
Lockbox Services-SDS 12-2699  
EP-MN-01LB  
1200 Energy Park Drive  
St. Paul, MN 55108

Please do not hesitate to call me if you have any questions or if I can be of any assistance.

Very truly yours,

Pat Welling  
Vice President  
U.S. Bank N.A.  
EX-VA-URIT  
Two James Center  
1021 E Cary St., Suite 1850  
Richmond, VA 23219  
Tel: 804-771-7933  
Fax: 804-771-7941

Invoice Date	05/29/2020
Due Date	07/01/2020
Contract Number	VA-JA-797A-21
Invoice Number	66025
Total Contribution	\$1,647.00
Amount Due	\$1,647.00



James River Water Authority  
132 Main Street  
Palmyra, VA 22963

844-986-2705  
1819 Electric Road, Suite C  
Roanoke, VA 24018

CONTRACT #	VA-JA-797A-21	EFFECTIVE DATE:	07/01/2020	EXPIRATION DATE:	07/01/2021
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LINE OF COVERAGE	PAYMENT PLAN	AMOUNT
BUSINESS AUTO	Annual	\$150.00
CRIME	Annual	\$675.00
CYBER	Annual	Included
ENVIRONMENTAL LIABILITY	Annual	Included
GENERAL LIABILITY	Annual	\$272.00
PUBLIC OFFICIALS LIABILITY	Annual	\$550.00
<b>Total Amount Due:</b>		<b>\$1,647.00</b>

*A late charge of 1% per month (12% per annum) will be assessed for premiums received 30 days after the invoice due date shown above.*

**Please make checks payable to VACORP and include invoice remittance form.  
If making payment by ACH, please email Accounting@riskprograms.com and include payment amount, date of payment, and applicable invoice number(s).**

**Please note hybrid-disability payments must be made separately.  
If making payment by ACH, hybrid payments must be transmitted to separate VACORP account.**

**THANK YOU FOR YOUR CONTINUED SUPPORT!**

**PLEASE RETURN THIS PORTION WITH REMITTANCE**

Member	Contract #	Invoice #	Due Date	Amount Due	Enclosed
James River Water Authority	VA-JA-797A-21	66025	07/01/2020	\$1,647.00	<input type="text"/>

**Remit to:**  
VACORP  
1819 Electric Road, Suite C  
Roanoke, VA 24018