

Albemarle County Service Authority Board of Directors

The Board of Directors of the Albemarle County Service Authority (ACSA) met in a regular session on January 16, 2025, at 9:00 a.m. at the Administration and Operations Center at 168 Spotnap Road in Charlottesville, Virginia.

Members Present: Mr. Richard Armstrong; Ms. Lizbeth Palmer; Mr. John Parcels; Mr. Clarence Roberts; Ms. Kimberly Swanson.

Members Absent: Mr. Charles Tolbert.

Staff Present: Deanna Davenport, Mike Derdeyn, Tanya Johnson, John Lewter, Quin Lunsford, Jeremy Lynn, Alex Morrison, Danielle Trent, April Walker.

Staff Absent: Emily Roach.

Public Present: Neil Williamson, Free Enterprise Forum (remote).

1. Call to Order and Establish a Quorum – Statement of Board Chair

The Chair called the meeting to order. He then read the opening Board Chair statement (Attached as Page _____), and a quorum was established.

2. Election of Officers – Board Organizational Meeting

Mr. Lunsford stated that he would now open the floor for nominations for the office of Chair.

Ms. Palmer moved to nominate Mr. Armstrong, seconded by Mr. Parcels. There being no further nominations, the floor was closed for nominations. All members voted aye. Mr. Armstrong was elected as Chair.

Mr. Lunsford turned the office of Chair over to Mr. Armstrong. Mr. Armstrong thanked the Board and stated that he would now open the floor for nominations for the office of Vice-Chair.

Ms. Palmer moved to nominate Mr. Tolbert for the office of Vice-Chair, seconded by Mr. Parcels. There being no further

Albemarle County Service Authority Board of Directors

nominations, the floor was closed for nominations. All members voted aye. Mr. Tolbert was re-elected as Vice-Chair.

Mr. Armstrong opened the floor for nominations for the office of Secretary-Treasurer.

Ms. Palmer nominated the Executive Director, Quin Lunsford, for Secretary-Treasurer, seconded by Ms. Swanson. There being no further nominations, the floor was closed for nominations. All members voted aye. Quin Lunsford was elected as Secretary-Treasurer.

3. Recognitions – 2024 Employee of the Month Recap

Ms. Trent stated that the Employee of the Month program was an initiative started in response to enhancing the employee experience, as part of the ACSA's Strategic Plan. She stated that she feels the program is one of the most important accomplishments the ACSA has had in terms of employee experience because it is heavily reliant upon peer nominations. She stated that as opposed to a supervisor recognizing employees, the nominations come from their peers that they work with every day. She added that it highlights those values and ideals that are important to our staff and are the fabric of our organization. She stated that she would now share the recap video with the Board.

Mr. Roberts stated that the important part of this program is that the employee of the month winners were elected by their peers. Ms. Palmer added that they are especially grateful to all the employees working outdoors the last few weeks, which is just incredible.

4. Approve Minutes of December 19, 2024

Mr. Parcels stated that he had one correction on page 33, line 24. He stated that the word "corrosion" should be "erosion." Ms. Palmer stated that she had the same correction.

Albemarle County Service Authority Board of Directors

Ms. Palmer stated that she did have a question about something said in the minutes beginning on page 6, line 22. She stated that Mr. Fleming stated "...the ACSA has attempted to dig itself out of a hole, which was a result of starting at that point." Ms. Palmer stated that it was a bit confusing as she was not on the Board at that time, and asked what hole the ACSA was digging itself out of." Mr. Lunsford replied that the reference Mr. Fleming was making was to when the ACSA began investing with PFM, the market returns were negative. He stated that the ACSA stayed the course and over the last two years, the ACSA has dug out of the hole that was referenced to show positive returns.

Ms. Palmer stated that she had another question about the RWSA update. She asked how many water line river crossings there are on the South Fork Rivanna Reservoir, and if there is being one added or replaced. Mr. Lynn replied that one is being added. He stated that the one in place now is just east of the Route 29 bridge, and feeds all of Forest Lakes, Brookhill, and Hollymead. He stated that there is one being added just downstream of the dam, so there will be one on either side of Route 29. He added that the new one will be twice the diameter of the existing one.

Mr. Parcels moved to approve the minutes of December 19, 2024; seconded by Ms. Palmer. All members voted aye.

5. Matters from the Public

There were no matters from the public.

6. Response to Public Comment

There was no response to public comment.

7. Consent Agenda

- a. ***Monthly Financial Reports*** – Mr. Parcels stated that the Statement of Net Position on page 49 shows that investments have dropped by about \$3 million compared to the previous month. He stated that he

Albemarle County Service Authority Board of Directors

noticed that the LGIP was also \$3 million lower, so he assumes that money was withdrawn and used somewhere. Ms. Johnson replied that the money was moved to the ACSA's bank account because the bills from RWSA have increased. Mr. Lunsford added that the ACSA moved money from the LGIP to the ACSA's cash account to pay for large expenditures that they are currently incurring. He noted that Crozet Phase 4 is a great example. He added that they like to keep a certain level in the cash account to handle bills.

b. ***Monthly Capital Improvement Program (CIP) Report –***

- c. ***CIP Authorizations*** – Mr. Parcels stated that he hopes there will be monthly or bi-monthly updates on the Risk and Resiliency Assessment, as he would appreciate that information and feedback. Mr. Morrison replied that it is a very extensive process. He stated that the consultant, Launch! Consulting handled the ACSA's initial Risk and Resiliency Assessment submitted in 2018. He stated that they will be beginning the process for this current project in March and concluding in October and will provide the Board with regular updates as they move through that process.

Mr. Parcels stated that this section asks the Board to approve more money for a few items, one of them being the risk assessment. He stated they are being asked to approve about \$400,000 and they were also asked to approve about \$500,000 last month, all for items not in the CIP budget. He stated that this is almost \$1 million extra, outside of the budget, and he is a bit concerned. He asked how these items were not foreseen.

Mr. Lynn replied that about half of that \$1 million is being taken from other projects. He stated that at the beginning of the fiscal year, the staff and Board agreed that the staff would only bring projects to the Board for authorization that were not part of the approved CIP budget. He stated that there was \$200,000 in the annual water repair and replacement line item, which is now being allocated to the Myrtle Street

Albemarle County Service Authority Board of Directors

project, which was \$255,000 in the CIP authorization. He stated that last month, the staff asked for funds for the Crozet Phase 3 SSES, which will replace the approved Woodbrook Basin SSES. He noted that it is not necessarily \$1 million in extra funding, but rather a reallocation of funds from one project to another.

Ms. Swanson asked if the ACSA needed to perform the Risk and Resiliency Assessment as a post-9/11 effort. Mr. Morrison replied that it did initially come about because of some of the impacts from 9/11. Ms. Swanson asked if it was initially something the federal government helped utilities with, or if there was outside funding to assist with the assessment. Mr. Morrison replied that he would need to research if there was outside funding with the 2018 American Water Infrastructure Act (AWIA) which put the requirement in place through the EPA. He noted that he would follow up with the Board. Ms. Swanson asked if Mr. Morrison could also update the Board on whether the EPA still offers funding to help with these types of assessments.

Ms. Palmer referenced the explanation Mr. Lynn gave about reallocating funds, in response to Mr. Parcels question about the request to approve additional funds outside of the CIP budget. She asked if the staff foresaw the reallocation of those funds. Mr. Lynn replied that there are a couple of line items in the budget that are essentially placeholders, such as the annual water repair and replacement which is \$200,000. He noted that they do not know exactly where those funds will go when they are placed in the budget but with this case, they wanted to put those funds directly towards the Myrtle Street water main replacement.

Mr. Lynn stated that there are projects that will creep up that they do not anticipate, a prime example being the Galaxie Farm interconnect last month. He stated that when they developed that budget, they were not aware of the school being built and the need for that interconnect for redundancy and water quality improvements. He added that the

Albemarle County Service Authority Board of Directors

staff does its best to anticipate, but the CIP is developed 12-18 months before that money is spent so projects do sometimes come up.

Ms. Palmer stated that the difference in cost for the risk assessment between the water portion and when the sewer was added was extraordinary, as it was dramatically higher. She asked if Mr. Morrison could speak to that. Mr. Morrison replied that with the AWIA, the Risk and Resiliency Assessment is really geared towards the water infrastructure assets. He noted that there is a lot of background work that needs to occur as part of the J100 methodology of assessing those assets. He stated that if the assessment were only being done for wastewater, the cost would increase significantly because of the background work that has to occur. He mentioned that there is a lot of carryover between the assets, thus adding wastewater was a small addition for some unique approaches with those assets. He added that the ACSA is not required to include the wastewater assets but since a majority of the work is going to be done as part of the water review, they felt it was prudent to assess those assets as well to identify and mitigate any risks with those assets.

Mr. Parcels asked how this will tie in with the facility assessment being done by RWSA. Mr. Morrison replied that the facility assessment is looking more on the cybersecurity side. He stated that with the updated Risk and Resiliency Assessment in 2021, RWSA added a lot of cybersecurity components. He noted that Launch! will not be reviewing the cybersecurity components. He mentioned that the ACSA's IT group has been working on that diligently over the past couple of years with various projects.

d. Monthly Maintenance Update –

e. IT Monthly Update – Mr. Parcels stated that on page 114, it states that the IT group investigated 4 server backup failures and asked if this was unusual. Ms. Walker replied that it is not unusual. She mentioned that backup failures can happen on certain occasions, such as when

Albemarle County Service Authority Board of Directors

the server is being used at the same time the backup is taking place. She noted that in one instance, the C drive became too full and needed to be reformatted. Mr. Parcels asked if there was a way to anticipate those types of things and schedule a backup around them. Ms. Walker replied that backups are scheduled routinely throughout the day and night. She stated that a failure could be one out of five backups that take place throughout the day, but they do investigate each failure and rerun them.

Mr. Parcels stated that under digital and physical security, it lists 2,421 physical security alerts at water storage tanks and pump stations. He stated that Ms. Walker mentioned before that something like a dog walking by can trigger the alert but that they investigate each one. He noted that 2,421 alerts is a lot and asked if personnel was required to physically go and check the alerts. Ms. Walker replied that the staff will check the camera footage to ensure it is not something of risk. She noted that there are two dedicated personnel, one of which provides redundancy, and she serves as a third person. She stated that the pump stations and water storage tanks alerts are on throughout the day because they are not regularly occupied. She noted at times, the alerts could be maintenance personnel performing routine checks.

Mr. Parcels asked if process alerts such as high or low pressure fall into these alerts as well. Ms. Walker replied that they would not fall under physical security but rather the SCADA alarms. Mr. Parcels asked if there would be an assessment of the SCADA alarms as part of the facility assessment. Ms. Walker replied that the IT staff is currently working with the ACSA Facilities group to review the alarms and determine which ones need fine tuning and programming changes to eliminate some false alarms.

Mr. Lunsford asked if Ms. Walker could speak to the alarms the ACSA was receiving from Ashcroft when Verizon was having issues, to

Albemarle County Service Authority Board of Directors

provide some context about what is getting reported and the continued review of those alarms. Ms. Walker stated that Verizon was having a cell tower issue which was affecting the Ashcroft area where the ACSA has three critical stations that must communicate with each other. She mentioned that the cell tower issues were causing a communication failure alarm, which required ACSA personnel to investigate. Mr. Morrison added that when there is a loss of communication, the on-call personnel receives the alert and investigates to re-establish communication. He stated that during the time of the cell tower issues, there were multiple communication failure alarms. He noted that during lapses in cellular communication, there is a secondary radio control as well as a third, manual mode option. Ms. Walker added that in the case with Verizon, they replaced the part that was malfunctioning on their cell tower and the ACSA no longer received those communication outages.

Mr. Parcels stated that this makes him wonder about the robustness of the system and its impenetrability. Ms. Walker stated that the ACSA uses a special machine-to-machine only connectivity for that area, so that it is secure and will only talk to and accept traffic from the machine it is attempting to communicate with. She added that they do not allow remote control, thus the staff must physically go to the station to control it. Mr. Parcels asked about the other pump stations. Ms. Walker stated that they are all setup the same to maintain cyber security. Mr. Parcels asked if he could get a tour of the Madison Park Pump Station once it is complete. Ms. Walker replied yes and stated that North Fork would be another good one to tour.

Mr. Morrison stated that on the wastewater side, the control is happening within the station itself since the wet well is located there. He stated that on the water side is where there are two distinctly geographically separated assets that must communicate. He stated that any interruption in that communication sends an alert to the on-call

Albemarle County Service Authority Board of Directors

personnel. He noted that the on-call phone tree is layered with several personnel and various means of communication to ensure that someone receives the alarm quickly and can respond.

Mr. Parcels asked, if a month of those on-calls had to be evaluated, how many times is someone going out to check those alarms. Mr. Morrison replied that it varies. He stated that the staff may only go out 2-3 times after hours during a month and there have been times where staff has gone out 40-50 times in a month. Mr. Parcels stated that with the automation done over the past couple of years, he assumes it is too early to see a trend of how things are improving. Ms. Walker replied that it is currently too early, but they should have some of that information in the next six months. She added that the system that places the calls has been upgraded, so hopefully it will have some reporting features.

Mr. Parcels mentioned the recent issue in Richmond, VA surrounding the pump station failure and asked if the staff had any information on that. He asked if it was something the ACSA should be looking at, or if it was more RWSA's responsibility to compare and evaluate. Mr. Lunsford replied that the situation in Richmond was specific to the water treatment plant. He noted that there were absolutely lessons that the ACSA could learn from as a distributor. He noted that Mr. Morrison has prepared some information that he can share now if that suits the Board. He added that RWSA is very aware of what happened in Richmond and is focused on ensuring failures are caught quickly and managed.

Mr. Morrison stated that he has prepared some remarks as he anticipated this would be a topic of discussion, with the Richmond water crisis and some of the issues in California due to the wildfires. He stated that with both events, a lot of it goes back to power resiliency and the impact that has on the ability to treat and/or convey water. He stated that earlier this week, he attended a workshop with the EPA and

Albemarle County Service Authority Board of Directors

VDH and conducted a presentation with RWSA and the Office of Emergency Management about power resiliency within the system and the collaboration that occurs between the entities.

Mr. Morrison stated that currently, the ACSA has a multi-layered approach to power resiliency to ensure risks are mitigated, which took years to achieve with not only the current staff, but retirees as well. He noted that Mike Lynn, retired Director of Operations and Pete Gorham, retired Director of Engineering, both had a big impact on where the ACSA is today in terms of power resiliency.

Mr. Morrison stated that the primary power at all the ACSA's facilities is grid power. He stated that they have three different service providers for the various facilities throughout the system. He stated that the ACSA has taken a few key steps to ensure the reliability of that power, beginning with knowing which provider serves which facility and making sure they have the facility listed as a critical asset in their system. He stated that the ACSA has also looked at hardening the ACSA's connection to the grid itself. He stated that if the power feed is underground, that mitigates a lot of risk. He mentioned, however, if it is coming in overhead, the ACSA attempts to eliminate any obstructions that could impact the connection in an emergency event.

Mr. Morrison stated that the next level would be the permanent generators and automatic transfer switches deployed at almost every station. He noted that the two locations that do not currently have them are the Northfield Water Pump Station and hydropneumatic tank and the Madison Office Park Pump Station. He stated that fuel is kept on site for the generators, and they have the ability to shuttle fuel from the ACSA's fueling station in the event the generators have to be run for a prolonged amount of time.

Mr. Morrison stated that the next layer of protection is the portable generators. He stated that before permanent generators were installed, the ACSA used trailer-mounted portable generators. He stated that the

Albemarle County Service Authority Board of Directors

ACSA has the ability to strategically place these generators ahead of events that are foreseen and provides operational flexibility.

Mr. Morrison stated that the last layer is the use of portable pumps. He stated that all the ACSA's water and wastewater facilities have bypass connections installed in the event they need to bypass the facility with a bypass pump.

Mr. Morrison stated that they also use SCADA to monitor the generators and ensure they are operating correctly. He stated that another important aspect is coordination and collaboration with the ACSA's utility partners and the Office of Emergency Management. He stated that they all work together closely to ensure a good relationship ahead of an emergency event. He stated that the ACSA is also part of the WARN system which allows the organization to seek aid beyond the immediate locality.

Ms. Palmer asked who the electric provider is for Scottsville. Mr. Morrison replied that it is Appalachian Power. Ms. Palmer stated that according to her recollection, there was an Appalachian power station in Scottsville that was in tremendous need of upgrading. She asked if poor infrastructure on the part of the provider affects what the ACSA does in the Scottsville area. Mr. Morrison replied that the ACSA's multi-layered approach ensures that they have robust coverage at all assets. He stated that in Scottsville specifically, the ACSA no longer owns or operates the water pump station because it was transferred to RWSA. He stated that there is no permanent generator located at that pump station, but RWSA has put together plans for that and ordered a generator but there could be a 40–60-week lead time. He stated that the ACSA keeps one of its trailer-mounted generators at the pump station and the ACSA staff maintains the generator on a weekly basis.

Ms. Palmer asked if the ACSA finds the Scottsville area more difficult given that it is Appalachian Power. She stated that she knows there were some major line repairs and replacements in that area 5 or

Albemarle County Service Authority Board of Directors

6 years ago and she recalls that station being a huge issue. Mr. Morrison replied that the ACSA has seen more outages in that area than the Urban area, but he does not want to attribute that to the utility infrastructure itself. He stated that with Scottsville being located along the James River, there are quite a few events, specifically thunderstorms, that bring much higher winds than those at the foot of the mountain.

Ms. Swanson stated that she recalled there being four electricity providers within the ACSA's service area when the energy audit was done. She asked if that had been reduced to three. Mr. Morrison replied that he believes it has always been three, but he will double check. Ms. Swanson asked how many of the ACSA's facilities are served by natural gas for power, as opposed to diesel. Mr. Morrison replied that he believes the only permanent generator that runs off gas is the Crozet wastewater pump station and there is onsite storage for gas. Ms. Swanson asked if the gas was provided by the City of Charlottesville. Mr. Morrison replied that the ACSA uses a third-party supplier to fill the ACSA's on-site, above ground tank. Ms. Swanson asked if it was propane or natural gas. Mr. Morrison replied that it is propane. Mr. Lynn added that the generator at the Mosby Mountain tank may be powered by natural gas. Mr. Morrison added that the natural gas for the Mosby Mountain generator would be provided by the City.

Ms. Palmer stated that earlier it was mentioned that the Ashcroft system was more intricate and required a different approach, which she assumes is because of the elevation and all the homes in that area. She asked if there are other places like that in the system. Ms. Walker replied that Northfields is another problem area with regards to SCADA and communication failures. Mr. Morrison added that with Northfields, the hydropneumatic tank is in the same building as the pump controls so it is all hard-wired connections. He stated that Ms.

Albemarle County Service Authority Board of Directors

Palmer is correct in that the elevation change in Ashcroft makes it a more intricate system. He mentioned that there are three pump stations in that area. He stated that the first pump station pumps to a surge tank, and the next two pump stations pump in series to fill the upper tank.

Mr. Roberts stated that he feels Mr. Morrison's report is very important and there should be some way to get that information out to customers, to give them a sense of security.

Mr. Lunsford stated that Mr. Morrison made a presentation to a very large group earlier this week, in conjunction with RWSA, speaking to this subject. He stated that since then, Mr. Morrison has had requests for additional engagements so he must have done a very good job. He added that this subject is something that is a focus of the ACSA's. Mr. Parcels added that he recalls speaking with Mike Lynn, former ACSA Director of Operations, about emergency preparations and Mr. Morrison is following excellently in his footsteps.

f. Rivanna Water and Sewer Authority (RWSA) Monthly Update –

g. ACSA Board Policy Future Issues Agenda 2024 – Mr. Parcels stated that he noticed the Pay Plan Market Rate Study is a pending issue, but he did not notice it being specifically incorporated in the budget discussion for April. Ms. Johnson replied that the staff has had discussions about it so her thought is that it will be part of the discussion. Mr. Lunsford stated that it absolutely will be.

h. Annual Water Conservation Report – Ms. Swanson asked if any of the 83 toilets replaced in 2024 were pre-1994 models. She stated that she was curious if there were still 5-gallon toilets in the system. She stated that the program has been around for so long, she would be shocked if there were. Mr. Lunsford replied that he was not sure, but he would do some research and get back to her. Mr. Parcels asked if there would be a presentation on the water conservation program because he has a question. Mr. Lunsford stated that there was not an

Albemarle County Service Authority Board of Directors

official presentation scheduled. Mr. Parcels stated that he wondered if there has been a trend per capita in terms of consumption. He stated that it seems per capita consumption was becoming more efficient, shown by an increase in population but not a very high demand. He asked if anyone tracks per capita consumption to see how it is trending. Mr. Lunsford stated that they analyze it to a degree, but it is very general. He stated comparatively speaking, the ACSA's customers use less water per month than some of its peers nationally. He stated that any new development has hopefully utilized water conserving appliances, so there is no benefit from new customers reducing use. He noted, to Ms. Swanson's point, many of the old, high-flow appliances have since been replaced. He added that the per capita use is flat, but ACSA customers are very conservation minded.

Ms. Swanson asked if there was still the requirement of surrendering the old toilet to qualify for the rebate. Mr. Lunsford replied that this was a requirement through the end of 2024. He stated that beginning in 2025, the ACSA will no longer collect the old toilets.

Ms. Palmer asked if the carwashes that do not participate in the ACSA's Carwash Certification Program are subject to being shut down in the event of a drought. Mr. Lynn replied that if there is a drought warning issued, those car washes would not be allowed to operate, according to the ACSA's Rules and Regulations. Ms. Palmer stated that she would guess most of them have turned to newer processes that basically meet the program requirements. Mr. Lynn replied that he would be surprised if the newer car washes did not meet the stated requirements in the Rules and Regulations.

Ms. Palmer moved to approve the consent agenda, seconded by Mr. Parcels. All members voted aye.

8. ACSA Annual Investments Report

Albemarle County Service Authority Board of Directors

Mr. Lunsford stated that this presentation (Attached as Pages_____) is essentially a recap of what the staff has worked on in 2024. He stated that it included some of the accomplishments and challenges that the organization faced last year.

Mr. Lunsford stated that the first slide was an illustration of the ACSA's Strategic Plan. He stated that there are four key areas – data optimization, business resilience, customer experience, and employee experience. He stated that they are beginning year three of the five -year plan in 2025 and will continue to update the board bi-annually on accomplishments related to the plan.

Mr. Lunsford moved to the next slide outlining a review of the last year. He stated that the staff continued to work on the Strategic Plan and a resolution on the sediment in drinking water issue. He stated that the ACSA also celebrated its 60th anniversary, which was a major milestone for the organization. He added that the FY 2025 was adopted as well.

Mr. Lunsford stated that a few other accomplishments were listed on the next slide. He stated that he would not speak to all of them, but wanted to highlight that the staff did provide regular presentations and information related to the RWSA pump station flooding and response, as well as lessons learned related to that situation. He mentioned that there was a drought watch declared earlier this year, and the Board has seen some of the enhancements the ACSA has made to customer communications through the help of a consultant. He noted that another accomplishment he felt was important to note is the update to the ACSA's General Water and Sewer Specifications. He stated that this was a major undertaking that required community involvement and various stakeholders throughout the process.

Mr. Lunsford stated that the next two slides show some of the different operational presentations that the staff provided throughout the year. He stated that the Lead and Copper Regulations and Inventory Update was a major program that was done this past year. He stated that these

Albemarle County Service Authority Board of Directors

presentations encompass all departments across the organization, with most of them involving multiple groups and customer types in various ways. Mr. Parcels noted that AMI was completed as well. Mr. Lunsford stated that AMI was fully finished in 2024, and the system is operating incredibly well. He noted that many customers have been able to identify leaks very early, saving them money and conserving water.

Mr. Lunsford stated that he would next point out some of the ACSA's key accomplishments outlined in the next two slides. He stated that Gary O'Connell, former ACSA Executive Director, retired last year after 14 years of incredible service. He stated that the ACSA recruited and hired a new Director of Finance as well. He stated that some of the staff attended different programs through the UVA Darden School education program and Emergenetics training was conducted for all new employees and refresher training for management.

Mr. Lunsford stated that, as Mr. Parcels pointed out, AMI was completed. He stated that the ACSA's Asset Management system continues to grow as the staff continues to find new and different ways to utilize it. He mentioned that cybersecurity is a major focus, and the new telephony system procured is expected to be deployed in early 2025. He stated that they continue to work on a Customer Information System (CIS) and that RFP is nearly developed, with advertisement expected later this spring. He noted that the new website has been developed and is still in the beta stage, but nearing completion. He stated that through some of the work that the IT group has done, network switches and firewalls have been replaced to add additional resilience and protection for the ACSA's cyber assets.

Mr. Lunsford stated that in terms of other accomplishments, there are three capital projects the staff pulled to highlight in just a moment. He stated that the ACSA continues with the Imagine a Day Without Water art contest participation and employee recognition efforts such as the Employee of the Month program. He noted that the ACSA also continues

Albemarle County Service Authority Board of Directors

to receive awards from the GFOA related to the Annual Comprehensive Financial Report (ACFR), the Popular Annual Financial Report (PFAR), and the budget as well.

Mr. Lunsford stated that the next slide is a group photo of the ACSA's team from the holiday luncheon in December. He noted that they shared a wonderful meal, and everyone was in good spirits. He added that these are the people that provide service to the ACSA's customers every day.

Mr. Lunsford stated that the first of the three CIP projects he wanted to highlight was the Crozet Phase 4 Water Main Replacement, which was nearing completion. He stated that this was a large project to replace aging infrastructure in the Crozet community. He mentioned that it has been a successful project and required considerable coordination with many different people to ensure service was not disrupted and restoration was completed timely and according to ACSA standards.

Mr. Lunsford stated that the second project they chose to focus on is the ACSA's Fire Suppression System Replacement. He noted that all the fire suppression infrastructure in the main operations building and warehouse was replaced. He mentioned that this could have been a very impactful project for office and maintenance personnel but due to the coordination between the ACSA team and the contractor, there were limited disruptions.

Mr. Lunsford stated that the third project, which they have talked about in detail today, is the Risk Assessment Improvements. He stated that the ACSA has implemented many of the improvements documented over the year. He stated that the staff continues to analyze and look for opportunities to improve further.

Mr. Lunsford moved to the last slide which provided a look at the year ahead. He stated that the ACSA will continue to provide clean, safe, and reliable water for its customers. He stated that there are many exciting initiatives on the horizon and the team is ready to continue the great work from 2024 as they look forward to 2025.

Albemarle County Service Authority Board of Directors

Ms. Palmer asked if the Office of Emergency Management has a catastrophic fire plan. Mr. Morrison replied that the ACSA is beginning to have conversations with RWSA. He noted that RWSA experienced the impact of a small forest fire in the Piney Mountain band quite a few months ago. He stated that looking at the ACSA's Emergency Management Plan, there are a lot of different impacts that are ancillary risks associated with forest fires. He mentioned that there is a lot of information that has already been put together that the ACSA would use in the event of a fire. He stated, however, that they would be looking at that specific threat in their continued conversations.

Ms. Swanson asked if the ACSA has been receiving feedback from its social media presence related to the uniformity of the information being shared. Mr. Lunsford replied that he thinks that would be worthy of a presentation in and of itself, to show some of the analytics that are being collected. He stated that he feels the social media platforms are more widely seen during emergency events, but they are seeing some response to some of the social media posts. He noted that there was an Avon Operations Center post that the ACSA received feedback on. He mentioned that it was not entirely positive, but it was feedback which means people are seeing it and the staff is able to respond to some of those concerns.

9. Items Not on the Agenda

Mr. Lunsford mentioned that yesterday, the EPA officially released a risk assessment related to PFAS and biosolid land application. He stated that it is very technical and focused, and the ACSA staff attended a webinar yesterday as they continue to learn about it. He stated that RWSA has been involved in providing information to various community members, as biosolids are applied to certain parts of the ACSA's system.

Albemarle County Service Authority Board of Directors

Mr. Parcels asked, with respect to the biosolids, if the EPA is saying that PFAS are detected in them. Mr. Lunsford replied that PFAS has been detected in biosolids. He mentioned that there is a class A and class B and different qualities of the biosolid. He stated that RWSA, through the sewer treatment process, ships its class B biosolids to Waverly, VA where it is essentially turned into a class A product and sold. He noted that the Virginia Department of Environmental Quality (DEQ) oversees land application of biosolids, thus it is a state permitting process.

Ms. Swanson asked if RWSA can ask that the land application of biosolids be limited near any of their water intake areas. Mr. Lunsford replied that he does not believe RWSA can. He stated that the Virginia DEQ has setback requirements for different applications. He stated that he believes the requirement for a public reservoir is 400 feet.

Ms. Palmer stated that she does not think there are any farms in the area that would be applying biosolids next to the reservoirs. Mr. Lunsford stated that Mr. Lynn did some research, and the County has a GIS layer showing where biosolids have been land applied.

Ms. Palmer asked if there was a difference in the PFAS concentration in the class A and class B biosolids. Mr. Lunsford replied that his understanding of the difference between class A and class B has to do with pathogens. He stated that it is important to note that the risk assessment is focused on land application and the people that live on or directly next to that land application.

Ms. Swanson asked what the current testing requirement is for RWSA at the treatment plants. Mr. Lunsford replied that every water treatment plant is tested quarterly on both the water prior to treatment and the water leaving after treatment. Ms. Swanson asked if RWSA is willing to increase testing above the requirement if there is known land application of biosolids. Mr. Lunsford replied that he can certainly ask, but he is not sure if there is currently a mechanism for them to know when biosolids are applied.

Albemarle County Service Authority Board of Directors

Mr. Lynn added that they were astonished at the number of parcels that were approved by DEQ for biosolids land application, which was more than 8,000 acres in Albemarle County. Mr. Lynn stated that in addition to the testing that happens at the water treatment plants, RWSA is also testing every six months at the wastewater plants. He noted that PFAS is not generated by any of the treatment processes, but rather by the consumer after which it comes into the plant and passes through. He added that there is nothing the County can do at this point to prevent the land application. He noted that they can object to permit applications through DEQ's office, but the DEQ ultimately has the ability to grant those permits. Ms. Swanson stated that it is good that RWSA is testing the wastewater because it demonstrates that not everyone is distributing it downstream. Mr. Lunsford added that the EPA mentioned multiple times in their presentation yesterday that getting upstream of the problem is how it will be solved. He stated that it will take eliminating the use of these chemicals in manufacturing processes and products or treating industrial discharge before it enters the water cycle.

Ms. Palmer stated that some of the manufacturing processes towards Northern Virginia created a lot of issues in Culpeper. She asked what they are doing with their biosolids. She stated that if they have PFAS in their biosolids, but we do not in ours, it would be nice to know where their biosolids are going. Mr. Lunsford stated that there are three options with sewer sludge and biosolids which are incineration, creating a biosolid, or the landfill.

Ms. Swanson stated that she assumes the plant in Waverly, Virginia has a permit through DEQ. She stated that given that DEQ is also the permitting agency for the land application, the effort control it must be through the permitting process. Mr. Lunsford stated that prior to the new risk assessment that DEQ put out for public comment, they are not yet looking at the PFAS event process.

Albemarle County Service Authority Board of Directors

10. Executive Session

The Chair read a Resolution to enter Executive Session pursuant to Virginia Code §2.2-3711 A (1) to discuss a personnel matter (Attached as Page _____).

Ms. Palmer moved to approve the Resolution as presented to the Board; seconded by Mr. Parcels. The Chair asked for a roll-call vote: Mr. Parcels, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr. Roberts, aye; Ms. Swanson, aye.

The Board of Directors came back into regular session. The Chair read into record a Resolution stating that only matters so previously stated and exempted from open discussion in regular session were discussed in Executive Session (Attached as Page _____).

Mr. Parcels moved to approve the Resolution as presented to the Board, seconded by Mr. Roberts. The Chair asked for a roll-call vote: Mr. Parcels, aye; Ms. Palmer, aye; Mr. Armstrong aye; Mr. Roberts, aye; Ms. Swanson, aye.

11. Adjourn

There being no further business, Ms. Palmer moved that the meeting be adjourned, seconded by Mr. Roberts. All members voted aye.

Quin Lunsford, Secretary-Treasurer