



RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
November 18, 2025

A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on November 18, 2025 at 2:56 p.m. at the Albemarle County Service Authority, 168 Spotnap Road, Charlottesville, VA 22911.

Board Members Present: Mike Gaffney, Jeff Richardson, Sam Sanders, Ann Mallek, Brian Pinkston, Quin Lunsford, Lauren Hildebrand.

Board Members Absent: None

Rivanna Staff Present: Bill Mawyer, Dave Tungate, Lonnie Wood, Jennifer Whitaker, Betsy Nemeth, Leah Beard, Daniel Campbell, Scott Schiller, Westley Kern, Jacob Woodson, Jon Williams, Deborah Anama.

Attorney(s) Present Valerie Long

1. CALL TO ORDER

Mr. Gaffney convened the November 18, 2025, regular meeting of the Board of Directors of the Rivanna Water and Sewer Authority at 2:56 p.m.

2. AGENDA APPROVAL

Mr. Sanders moved that the Board of Directors approve the Agenda. Mr. Pinkston seconded the motion, which carried unanimously (7-0).

3. MINUTES OF PREVIOUS BOARD MEETING ON OCTOBER 28, 2025

Ms. Mallek moved that the Board of Directors approve the minutes from October 28, 2025. Mr. Pinkston seconded the motion, which carried unanimously (7-0).

4. RECOGNITIONS

There were none.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Mawyer recognized Leah Beard, recently selected as their new Director of Administration and Communications through a competitive recruitment and selection process. He stated Ms. Beard had been with them for two years and had done a commendable job as the Human Resources Manager. He added that Betsy Nemeth was retiring, which precipitated the process of filling this position.

Mr. Mawyer announced that Daniel Hunter had obtained his Class 1 wastewater operator license. He stated that approximately 65% of their 14 wastewater operators, or around nine of them, held a Class 1 license. He stated that on the water side, David Bortner had also attained a Class 1

water operator license. He stated that 63%, or 13, of the 21 water operators held this level of certification.

Mr. Mawyer stated that Finance staff attended the Virginia Government Finance Officers Association meeting in Charlottesville, while Ms. Beard and Alisa Cooper had attended Human Resources training. He stated that earlier this month, they had celebrated Employee Appreciation Day by taking staff to Michie Tavern for lunch, where they presented service awards and recognized employees with five to 20 years of service.

Mr. Mawyer stated that the state had recently placed our area under a “drought watch” status. He stated they were monitoring all the reservoirs and streams to keep an eye on the situation and were hoping for rain.

Mr. Mawyer stated that as an update to the Rivanna Pump Station restoration project, they had nearly completed all the work and the temporary bypass system had been removed. He stated they had settled with the insurance company and the total project cost had been reduced. He stated that they had estimated the cost to be \$16 million, but their maintenance staff was able to complete some work recently, bringing the total cost down to approximately \$14.3 million for restoration of the pump station. He stated the insurance company had covered \$9.9 million of the repair cost, while Rivanna paid \$4.3 million for improvements.

Mr. Mawyer stated they have several major infrastructure projects underway including the Central Water Line project. He stated they recently held a neighborhood meeting with the residents in the Fontaine Avenue area, and they were currently installing pipes and working on crossing that area at night. He stated they would also be working from the railroad to the north toward UVA, allowing them to complete the work on UVA property during the Christmas holiday break. He stated they would next bore under the railroad track and install pipe to Jefferson Park Avenue. He stated they would hold a virtual meeting with the Fry Springs neighborhood on December 15 at 7:00 p.m.

Mr. Mawyer stated that Administration staff had moved into their temporary trailer suite, which was currently being used for offices, as the administration building was undergoing renovations. He stated that the contractor owned the trailers, so they would be removed once the project was completed. He stated they were currently pouring footings and building the elevator shaft. He stated that following Thanksgiving, the contractor would begin the demolition process inside the building, stripping everything down to the exterior walls before starting the renovation process.

Mr. Mawyer stated structural repair of the wastewater digesters was underway. He stated the maintenance shed, previously utilized as the compost shed, was being renovated with the contractor repairing the structural beams and installing a new roof. He stated the two wastewater equalization basins were being repaired. He stated the concrete in these basins was in disrepair, and the contractor was chipping out the deteriorated concrete and replacing it. He stated the Maintenance building was being renovated with new restrooms, locker, and storage facilities.

Mr. Mawyer stated that the South Rivanna River pipe crossing project was also progressing well, with three reaming passes completed under the river and the fourth pass nearing completion. He stated the High Density Polyethylene pipe would be pulled through the bore hole, and then pipe

would be installed in the trenches on Old Rio Mills Road. He stated the Ragged Mountain Reservoir to Observatory Pipeline and Pump Station Project was underway. He stated that the Ragged Mountain Reservoir Pool Raising Project recently began. He stated that tree clearing would begin in November and continue through March 31, at which point the long-eared bat impact period would start.

Mr. Mawyer stated that on Thursday, November 20th, construction bids would be received for the pipe project from the Rivanna Reservoir to Ragged Mountain Reservoir. He stated that it was hoped that next month, a contract recommendation would be made to award the construction contract. He stated that the Central Water Line would be installed to facilitate water distribution within the City and County over the next five years.

Mr. Mawyer stated they had received approximately \$1 million in PFAS settlement payments from 3M and DuPont from the class action litigation. He stated they also met with the subcommittee on the budget, led by Mr. Lunsford and Ms. Hildebrand, and they had another meeting scheduled for December to review the preliminary CIP budget which they would present to the Board in February.

6. ITEMS FROM THE PUBLIC

There were none.

7. RESPONSES TO PUBLIC COMMENTS

There were none.

8. CONSENT AGENDA

a. Staff Report on Administration and Communications

b. Staff Report on CIP Projects

c. Staff Report on Finance

d. Staff Report on Information Technology

e. Staff Report on Operations

f. Staff Report on Drought Monitoring

g. Staff Report on Wholesale Metering

h. Approval of Board Meeting Schedule for Calendar Year 2026

i. Approval of the Holiday Schedule for Calendar Year 2026

j. Approval to Amend FY 26-30 Capital Improvement Plan and Increase Construction Funds – South Fork Rivanna River 24” Water Main Crossing

k. *Approval to Amend Value Engineering Policy*

Mr. Pinkston moved that the Board of Directors approve the Consent Agenda. Ms. Mallek seconded the motion, which carried unanimously (7-0).

9. OTHER BUSINESS

a. *Presentation: Enhanced Employee Safety with "OK Alone" System*

Daniel Campbell, Director of Operations and Environmental Services, stated that he would review the OKALONE system, an enhanced employee safety initiative that fell under the operational optimization goal of the Authority's strategic plan, focusing on efficiency, reliability, and safety. He stated the technology was designed to improve safety for their workers. He stated that they had employees who worked alone, such as maintenance mechanics, water operators, and wastewater treatment plant operators.

Mr. Campbell stated that the current safety verification program relied on two-way radios and typically involved a primary process when the Moores Creek Administrative Office was open. He stated that when employees started their shift, they signed on via radio with the office, and the administrative assistant logged the check-in on Microsoft Teams. He stated the assistant then conducted radio safety checks every two hours for the sites that signed on for safety verifications.

Mr. Campbell stated that if there was no response, the administrative assistant would then try to contact the employee by phone and if they still could not be reached, they would then reach out to the manager. He stated the process was in place 24 hours a day and if employees were still signed in and working when the administrative office closed, they would be transferred to the South Rivanna water treatment plant, where operators took over the safety checks.

Mr. Campbell stated that he was initially asked to investigate alternative solutions to the traditional two-way radio safety check program. He stated that he reached out to VDH to see what other utilities were using. He stated they found themselves in a unique situation, as most water and wastewater utilities were part of a city or county and had a fire department or police department that could conduct safety checks.

Mr. Campbell stated that given their set-up, they needed an option that was customizable to their needs. He stated that after researching, they decided on the "OK Alone" system. He stated the system was fully customizable to meet their needs, did not require additional hardware, and utilized cell phones they already had. He stated IT was able to push the software update to the devices, and it was installed. He stated that OK Alone offered a third-party monitoring option for additional monitoring if needed. He stated that currently, the system was self-monitored, alerting employees, typically supervisors and managers, if a check-in was missed.

Mr. Campbell stated that if an employee missed a check-in 10 minutes after the scheduled time, the system would email and text them asking them to check-in with the system and informing them that they had missed their check-in. He stated if 10 additional minutes passed, it would then contact them via phone and text to check-in on the app. He stated that finally, if 30 minutes had

143 passed, following the missed safety check-in and they still had not checked in, it would notify the
144 supervisor and managers.

145 Mr. Campbell stated that OKALONE had been installed on over 100 Rivanna Authority
146 smartphones. He stated that traditionally, only the solid waste facilities, water operators, and
147 wastewater operators were required to perform safety checks. However, this program was now
148 available to all employees across the Authorities.

149 Mr. Campbell stated they developed general administrative procedures for staff to follow,
150 including instructional videos and links for monitors and workers to see how to use the system.
151 He stated the app included features like a "shake for help" and "worker down", where if the
152 phone sat idle for a long enough period, it would alert staff that there could be an issue.

153 Mr. Campbell stated that the app also included features like "emergency notification", where
154 employees could initiate an emergency, shake the device, or hit the emergency alert button. He
155 stated this was not meant to replace 911, but rather a one-touch option for emergency
156 notification. He stated that the app also included the employee's location (when logged in and
157 working), which was displayed on the dashboard that the manager would see when they logged
158 in.

159 Mr. Campbell stated that whenever the app notified supervisors and managers, it sent a text,
160 phone call, and email to inform them of the issue. He stated that more employees could use the
161 app, and they had enough licenses to expand it if needed. He stated that some of the benefits of
162 OK Alone included emergency notification, staff savings, and cost savings.

163 Mr. Campbell stated that the current radio check system required approximately 140 minutes of
164 work each day from administrative staff and South Rivanna Water Treatment Plant operators
165 after admin office hours. He stated that OKALONE resulted in staff savings of approximately 16
166 hours a week, or \$480 a week, which translated to about \$25,000 a year. He stated that in
167 contrast, the OKALONE licensing and app cost for water and sewer was approximately \$11,000
168 a year, resulting in an optimization savings of \$14,000 a year.

169 Ms. Mallek noted that 10 minutes or 30 minutes could be a long time in terms of emergency
170 response. She asked for reassurance that there would be other emergency responses measures put
171 in place.

172 Mr. Campbell stated that the system that was put in place was intended to get them started with
173 what they currently had as a direct replacement to the two-way radio safety check system. He
174 stated that administrative staff would follow the 10-, 20-, and 30-minute procedures, and they
175 would reach out to management if there was no response. He stated that in the case of an
176 employee slipping on ice or falling, there was a man-down feature, which used accelerometers in
177 the phone to send alerts to management staff if a fall was detected. He stated that they had not
178 eliminated the two-way radio system entirely, either.

179 Mr. Richardson stated he wanted to highlight the significant cost savings of \$14,000 per year,
180 which was a great example of staff finding ways to accomplish tasks at a lower cost. He stated
181 that this was a good illustration of utilizing IT effectively and leveraging technology. He stated
182 he wanted to share the initiative as an example of how Rivanna was using IT effectively, and he

183 asked staff to provide a paragraph summarizing it. He also asked for a copy of the "Future of
184 Solid Waste" presentation from the RSWA meeting.

185 Mr. Gaffney stated that the OKALONE system was not just cheaper, but it was a better and more
186 effective safety system.

187 ***10. CLOSED MEETING***

188 There was no reason for a closed meeting.

189 ***11. ADJOURNMENT***

190 **Mr. Pinkston moved that the Board of Directors adjourn the meeting at 3:25 p.m. Ms.**
191 **Mallek seconded the motion, which carried unanimously (7-0).**

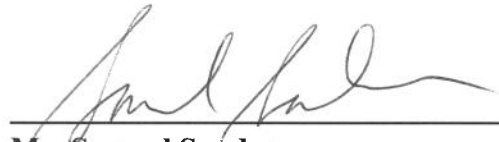
192 Respectfully submitted,

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Mr. Samuel Sanders
Secretary-Treasurer

