

Virginia Soil and Water Conservation Districts

Dam Owner Workgroup

Meeting Summary

Department of Forestry Building
Board Room
900 Natural Resources Drive
Fontaine Research Park
Charlottesville, VA 22903
December 15, 2016

I. Gate Valve Survey Results

Charles Wilson (DCR) gave a presentation on the results of the gate valve survey. A total of 57 gate valves were identified by the survey for further evaluation. The Districts should notify Charles Wilson (DCR) of any changes in status of gate valves. DCR will be responsible for the procurement of professional services for the gate valve evaluation. The proposed evaluation schedule is as follows:

SWCD District	Number	FY2017	FY2018	FY2019
Blue Ridge	10	10		
Culpeper	5			5
Mountain Castles	4	4		
Peter Francisco	6		6	
Piedmont	3		3	
Robert E. Lee	6	6		
Shenandoah Valley	8			8
Southside	11		11	
Thomas Jefferson	4			4
Totals		20	20	17

II. Small Repair Program for Division Dams

The FY 2017 Project Funding Recommendations Report was submitted and approved by the Virginia Soil and Water Conservation Board. A copy of the report was distributed to the workgroup. The report identified 31 projects to receive funding in FY 2017. DCR is in the process of issuing Award Letters.

Mat Lyons (NRCS) reminded the group that a NRCS review is required for any projects that impact the dam structure and/or appurtenances.

The Small Repair Process document is being revised based on comments and feedback from the September 15, 2016 workgroup meeting. A draft copy of the document will be distributed to the workgroup once all the proposed revisions are complete.

DCR is in the process of developing a grant agreement document for small repair projects. The workgroup stated that one agreement document that covers all projects would be better than an agreement document that only covers one project.

III. Rehabilitation Plan for Virginia SWCD Dams

Amanda Pennington (DCR) updated the workgroup on the Rehabilitation Plan. The Interim Report was submitted on October 31, 2016. DCR has begun the process of hiring an Engineer as outlined in the Interim Report.

IV. Shenandoah Valley SWCD – Presentation on Bidding Process

A presentation titled “Managing Procurement for the Everyday Person; The process, documents and lessons learned” was given by Keith Thomas and Megen Dalton.

V. Piedmont SWCD – EAP Updates

A presentation on Emergency Action Plan updates was given by Deanna Fehrer. The presentation covered changes to the Standard EAP Template made by Piedmont SWCD.

VI. New Topic Discussion

- Large Data File Transfer Tool
Charles Wilson (DCR) provided a handout on the use of the VITA Large File Transfer Application.
- Staff Gauge (Alternate Locations)
Alternate Staff Gauge Locations were discussed with the workgroup. The group was reminded that while an alternate staff gauge location will provide lake level information, it will not provide information on the condition of an activated emergency spillway.
- EAP and Inundation Mapping on District Website
Posting copies of the EAP and Inundation Maps on District Websites was discussed with the workgroup.

VII. Future Topics and Presentations Discussion

- VOSH – Safety and Health Consultation Services
A handout was provided on Safety and Health Consultation Services offered by VOSH. It was discussed how this training/presentation would benefit all districts, and not just districts with dams.
- Procurement – DGS Presentation
The workgroup discussed if having a DGS representative provide a presentation on procurement would be beneficial. The consensus of the workgroup was yes, and to focus on engineering services procurement and feedback on prior procurement documents prepared by the district.

VIII. Next Meeting - Thursday, March 16, 2017 (Location to be Determined)