

**Potomac Valley Conservation District
Emergency Board Meeting Teleconference
Minutes of Meeting
September 14, 2012**

The Potomac Valley Conservation District held an emergency Board meeting by teleconference on Friday, September 14, 2012, beginning at 10:00 am. Charlotte Hoover opened the meeting by requesting those on the call to indicate their name.

SUPERVISORS: Charlotte Hoover, John Hicks, Brian Eglinger, George Leatherman, Kent Spencer, Dale Walker, Ron Miller, George Schell

OTHERS: Brian Farkas, Mike Worley, Russ Campbell, Jeremy Salyer, Derrick Tettenburn, Karen Stickley, Nadene Jewell, WVCA; Bill O'Donnell, Angela Greene, Tim Ridley, Rebecca Bowers, NRCS; Bill Hentosh, Mineral County Office of Emergency Services.

The purpose of the meeting is to discuss the request from the Mineral County OES Director, Bill Hentosh, for the City of Keyser to utilize the water in the New Creek watershed structures. They are experiencing a severe water shortage due to the drought conditions and the lack of water in New Creek Site #14 (rehabilitation project).

WVCA assisted in drafting a reply to the City of Keyser from PVCD and incorporated 4 options on the water drawdown process from the dams. The first draft of the letter included 4 options; however, the 4th option was to open the gates of the dams and after consulting with NRCS and WV Dam Safety, that option was removed from the letter. PVCD Supervisors were in agreement to remove this option from the letter. Mike Worley reviewed the remaining options with the Board.

Option 1: Pump water from the conservation pool and truck it to the water treatment plant.

Option 2: Pump the water from the conservation pool into the riser, stilling basin or some point downstream; however, it should be recognized that some evaporation and infiltration into the stream bottom will occur, making this proposal less efficient.

Option 3: Siphon the water from the conservation pool into the riser or some point downstream; however, it should be recognized that some evaporation and infiltration into the stream bottom will occur, making this proposal less efficient.

The City MUST submit a plan on how they wish to remove the water and which sites they wish to use. They have discussed using New Creek Sites # 5, #9, #10, and /or #17. Site #1 was also mentioned; however, it would empty into New Creek below the water treatment facility which would not help the situation. The landowners of the New Creek structures would have to give permission for the city to use the water. The District needs to give their permission for the City to use their easement to access the sites. One landowner has already contacted the District

office and expressed concern over how the water would be retrieved from the dam and how much would be used. Mr. Hentosh indicated that during preliminary inspections, it was noted that the water level was normal in New Creek Sites #5 and #9. He also indicated they would not drop the pool level any more than 18 inches on each dam that is utilized.

Discussion was held on how much water is needed by the city per day. Mr. Hentosh indicated normal usage was 1 – 1 ½ million gallons per day, but with restrictions in place that number has lessened to 750,000 gallons per day. Water usage from the dams is only a short term solution. The city is in the process of implementing a system to pump water from the Potomac River to the treatment plant. It will take several days to have the pipe ran from the river to the treatment plant, but this will provide an alternate water source for the city.

The supervisors asked how much water the city has at present time. Mr. Hentosh indicated there is approximately 75,000 gallons in the holding tank and a minimum of 60,000 is needed in order to maintain pressure to higher elevations.

The question was asked how long until the rehabilitation project is complete on New Creek Site #14 – it should be complete by early spring. It will take some time to refill the pool after the gate is closed. Discussion was also held regarding the newspaper article that was in the Mineral Daily News-Tribune on Thursday, 9/13. The article indicated that NRCS made the decision to proceed with the rehabilitation project on New Creek Site #14 with no “back up” source of water if problems (such as drought) occurred and the water provided through New Creek was not adequate. That was not the case – the city made that decision during a series of meetings held prior to the beginning of the rehabilitation project. *This is indicated in a signed agreement on file.* John Hicks voiced concern over this article and asked if NRCS felt they should reply to the newspaper. Bill O’Donnell indicated that the City of Keyser or the local PSD should reply, not NRCS.

Issues that should be addressed:

- How much water will landowners permit to be withdrawn from structures?
- How much water will actually make it downstream to treatment facility?
- Must address in letter that this is ONLY short term solution.
- Need to adhere to WV Dam Safety restrictions.
- Emergency Action Plan requirements must also be followed – Karen Stickley addressed
- WVCA Watershed office responsible for contacting dam monitors – no event log is required
- Letter indicates District representative will meet with landowners – who will this be?
- WVCA representative will also accompany District and local representatives – Jeremy appointed Derrick Tettenburn as WVCA representative. Karen Stickley also offered to assist if needed.
- District will need to appoint representative – Ronnie Miller willing to assist today; Brian Eglinger also able to assist on Saturday or Sunday (as needed); John Hicks will also help – not available today. George Schell unable to help today, but will be available over weekend or next week.

The District is able to delegate approval authorization to one or more PVCD supervisors. This would expedite the approval process.

Hicks inquired about urgent need of water – must address immediately.

Bill Hentosh indicated the city will reply to the District’s letter today. The District should send the letter directly to Keyser Mayor, Randy Amtower. He will provide his email address.

Following the discussion, a motion was made by John Hicks and seconded by George Schell to send a letter to the City of Keyser to approve the withdraw of water from the New Creek watershed structures to assist with the water shortage and attach the letter from WVCA regarding the water drawdown process. The City must submit a plan to PVCD of how they are going to withdraw the water and which sites will be used before any action is taken. PVCD / WVCA approval must be given before any water is withdrawn. All specifications as outlined by WV Dam Safety and WVCA must be followed during the water drawdown process. Motion carried.

A motion was also made by John Hicks to delegate the approval authorization (verbal and / or written) to (3) PVCD supervisors- Ron Miller, John Hicks and Brian Eglinger. Any one of these supervisors has the authority to approve the plan submitted by the City of Keyser for the water drawdown process once it has been reviewed by WVCA. Motion seconded by Kent Spencer. Motion carried.

The question was raised regarding the ownership of the water in the dams – this issue should be addressed to the Attorney General’s office. Russ Campbell indicated the issue was addressed during the 1999 drought. The water was made available to those in need during the drought. Campbell indicated the precedence was set in 1999.

The District office will prepare and send the letter to the City of Keyser this morning (and attach a copy of the WVCA letter with the water retrieval options). Mr. Hentosh provided the email address for Keyser Mayor, Randy Amtower. He again indicated the city would address the issue right away and reply back to the District today.

The meeting adjourned at 11:00 am.

Chairperson

Secretary

Date