

**Virginia Soil and Water Conservation Districts**  
**Dam Owner Workgroup**  
**Meeting Agenda**

Prince Edward County Agriculture & Natural Resources Building  
Conference Room  
100 Dominion Drive  
Prince Edward County, VA 23901

**September 19, 2019**

**9:30 am – 3:00 pm**

I. Group Discussion – Joint Procurement for Term Contract for Engineering Services

The District Dam Engineer in conjunction with Deanna Fehrer (Piedmont) provide information to the District on proposals submitted for the Term Contract. Training was given to the group on the information that can be found in the standard AE Forms used in the proposal. Training was given to the group on how to evaluate and score the proposals. The group was updated on the propose timeline for the review, evaluation, scoring, shortlisting, interview, and award of the contract. It was also discussed with the group the process for using the Term Contract.

Additional training on the process for using the Term Contract will be conducted at the next workgroup meeting.

II. DCR Update – Small Dam Repairs

The District Dam Engineer reminded the group that funding requests for Small Dam Repairs are due by the end of September.

III. DCR Update – Remote Monitoring

The District Dam Engineer in conjunction with DCR Procurement has decide to procure the monitoring equipment by requesting vendors provide specific branded equipment. The District Dam Engineer recommended to the group using Onset branded equipment. This recommendation was a result of research conducted by the District Dam Engineer and a Beta Test unit of the Onset branded equipment. The workgroup was in consensus with the selection of Onset branded equipment.

The District Dam Engineer will provide to each District a specific number of remote monitoring units. Each District will be required to provide the District Dam Engineer with which dams the District would like to monitor. The District Dam Engineer in conjunction with the District will visit each dam to determine which remote monitoring unit would be appropriate for installation.

Each District will be responsible for the installation of the remote monitoring equipment. DCR will reimburse the District for the installation cost. The Installation will consist of buried conduit with pull boxes, conduit in the permanent pool area, and a mounting pole on the crest of the dam.

The District Dam Engineer will assist in the set-up and configuration of the monitoring system. The District Dam Engineer will also provide training to District staff on how to use and maintain the system.

IV. DCR Update - Rehabilitation Plan for Virginia SWCD Dams

The Dam Rehab Engineer updated the group on the status of the procurement of the design engineer. DCR has started negotiations with the top rated firm.

V. Group Discussion – Beavers and how to deal with them.

District discussed methods that have been used to control beavers. Several district shared their experiences and offered to provide contact information for their trappers.

**Schedule Next Meeting Scheduled for January 16, 2020**