

Stafford County Utilities Commission
Meeting Minutes
June 11, 2013

I. Call to order

Chairman Bill Tignor called to order the regular meeting of the Utilities Commission at the Stafford County Government Center on June 11, 2013 in the A, B, C Conference Room.

II. Roll call

Cheryl Giles conducted a roll call. The following persons were present: Joyce Arndt, David Bohmke, John Harris, and Bill Tignor. Harry Critzer, Dale Allen, Janet Spencer, Deidre Jett, Bryon Counsell and Cheryl Giles were present for the Utilities Department.

III. Public Presentations

Paul Waldowski of 8 Pickett Lane commented that under Resolution R82-341 it states that Stafford Meadows subdivision should have received bills for county water and sewer services. He stated that he researched and found that the Virginia State Corporate Corporation issued that there was a Stafford Meadows III in 1983 and Stafford Meadows II in 1989 recorded for condominiums.

IV. Approval of minutes from last meeting

The May 14, 2013 minutes were approved as written.

V. Commission Members' Comments

No comments.

VI. Director's Report

Mr. Critzer reported the following:

- ❖ At the June 18th Board meeting, public hearings for the water and sewer rates, CIP Program, and Bonds will be held. Staff encouraged members to attend the public hearings and to inform their respective supervisor about the hearings.
- ❖ On June 20th at 7:00PM, a Town Hall meeting will be held at the Rocky Run Elementary School to update citizens about the Rocky Pen Run Reservoir Project.
- ❖ The Board of Supervisors meeting scheduled for August 20th has been changed to August 13th, which is when the Utilities Commission's regular meeting is scheduled. Staff recommended scheduling the meeting for August 6th and cancelling the July 9th meeting.

Members agreed to cancel the July 9th meeting and hold a meeting on August 6th.

VII. Unfinished Business

1. Pump and Haul Discussion

Mr. Tignor provided a synopsis of last month's discussion. Ms. Arndt suggested a sub-committee be formed to study the pump and haul issues and to review the existing pump and haul ordinances. Ms. Arndt inquired if the amount for the American Tank contract covers the existing pump and haul customers. Mr. Allen responded that it does cover the existing customers and is the bid amount that assumes an average contribution per pump and haul customer based upon the number of existing pump and haul customers.

Mr. Bohmke suggested including a supervisor on the sub-committee. Mr. Tignor stated he would contact the County Administrator and ask for a recommendation of a supervisor that's interested in serving on the sub-committee.

Mr. Harris commented that the supervisor that serves on the sub-committee could be selected based upon which supervisors have a higher percentage of pump and haul customers in their district. Ms. Arndt and Mr. Tignor agreed to serve on the sub-committee.

2. Rocky Pen Run Financial Overview

Ms. Jett reported that we have exceeded the \$100M mark for spending on the dam. \$4.3M was spent in May. \$2.3M of it was to Haymes Brothers and \$2M was to MEB Contractors. There is \$30M left to spend and \$4.5M remaining in bond proceeds.

Mr. Bohmke inquired about an update on the water treatment plant completion date. Mr. Counsell responded that the timeframe remains the same. The contractor has an estimated completion date of April 2014; however, staff is skeptical of that date and thinks the completion date will be late July or early August 2014.

VIII. New Business

1. Public Hearing to Abandon a Section of Rocky Run Road

Mr. Counsell reported that to abandon a road, VDOT requires a willingness to have a public hearing posted by the entity that would like to abandon the public maintained road. Resolution R13-171 authorizes the County Administrator to advertise a public hearing and to notify VDOT of the Board's intent to abandon a section of Rocky Run Road.

Mr. Tignor asked if property owners adjacent to the closure would be notified about the closing. Mr. Counsell responded he was unsure but would research the matter and inform the commission of the findings.

Mr. Bohmke made a motion to recommend R13-171. The motion was seconded by Ms. Arndt and passed with a 4-0 vote.

2. Exclusive Easement Acquisition for the Celebrate Virginia Water Storage Tank

Mr. Counsell reported that for several years staff has been working with a property owner to acquire property for the new Celebrate Virginia Water Storage Tank. The property was to be a gift from the property owner as well as a partial payment toward delinquent Community Development Authority (CDA) debt payments. Staff tried to subdivide the property, but due to the delinquent taxes and CDA payments, it could not be subdivided. The property could not be acquired unless it was debt unencumbered. Staff determined that an exclusive easement would give all rights needed on the property and prevent other entities from other uses of the property.

Proposed resolution R13-193 is for an exclusive easement for the Celebrate Virginia Water Storage Tank for the same amount (\$137,787) that the Board approved on May 15, 2012 for purchase of the property.

Mr. Harris commented that during his tenure with the Planning Commission, he recalls there were proffers the property owners agreed to provide for the infrastructure of the overall initiative. He expressed concern about taking back property that was supposed to be a gift and paying for the proffers to offset expenses.

Mr. Counsell stated that a study had been done and based upon the findings, there were no proffers specifically dedicated for a utility tank. When he became the project manager, he was informed the property was a gift and not a proffer.

Mr. Critzer commented that even if the property was proffered, the property could not be subdivided due to delinquent taxes and CDA payments. An exclusive easement is the most expedient way to obtain full use of the property needed for the tank.

Mr. Tignor asked if the item was time sensitive. Mr. Critzer explained that it depends upon when the water treatment plant would be available as to when the water storage tank would be needed. A water storage tank typically requires a year for construction. Since our next meeting is scheduled for August 6th, staff recommended a special meeting be held to provide answers to Mr. Harris' questions.

Mr. Bohmke asked if a permanent easement could be recorded on property with delinquent taxes. Mr. Critzer responded the county attorney was involved with the preparation of the plat, but was uncertain if the subject came up about that.

Mr. Harris made a motion to table the issue until further information could be gathered about the proffers or what the intent of the gift was supposed to be. The motion was seconded by Mr. Bohmke and passed with a 4-0 vote.

3. Award Contract for Pump and Haul Services

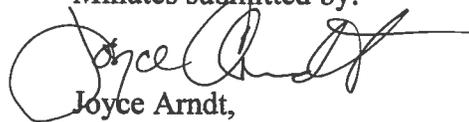
Mr. Critzer reported that four bids were received for pump and haul services. American Tank Cleaning was the lowest bid in the amount of \$88,740. Staff recommends award of the contract with four (4) additional one-year renewal periods.

Ms. Arndt made a motion to recommend approval of R13-196, which awards a contract to American Tank Cleaning for pump and haul services. The motion was seconded by Mr. Harris and passed with a 4-0 vote.

IX. Adjournment

There being no further business, Mr. Tignor adjourned the meeting at 8:00pm.

Minutes submitted by:



Joyce Arndt,
Recording Secretary