

Stafford County Utilities Commission
Meeting Minutes
March 10, 2015

I. Call to order

Chairman Bill Tignor called to order the regular meeting of the Utilities Commission at the George L. Gordon, Jr. Government Center on March 10, 2015 in the ABC Conference Room.

II. Roll call

Members Present: Joyce Arndt, Jeffrey Dunn, Alan Glazman, John Harris, DaBora Lovitt, and Bill Tignor

Member Absent: Gordon Howard

Staff Present: Mike Smith, Dale Allen, Janet Spencer, Hope Bullard, and Cheryl Giles

III. Public Presentations

There were no public presentations

IV. Approval of Minutes

The February 10, 2015 minutes were approved as written.

V. Commission Members' Comments

Mr. Tignor reported he contacted Mr. Snellings, Board of Supervisors Chairman, regarding the attendance issue discussed at last month's meeting and was informed that further action is not necessary.

VI. Director's Report

Mr. Smith reported that due to spring break the week of April 6-10, the Board of Supervisors meeting will be held April 14th. Since the Board meeting will be a budget public hearing, the Commission's regularly scheduled meeting still can be held on April 14th.

VII. Unfinished Business

Lake Mooney Financial Overview

Ms. Bullard reported that as of February 28, 2015, \$138,031,194 had been spent on the project. There may be a few additional expenditures, but the total should remain below the budgeted amount.

Mr. Smith reported that staff received a claim from MEB Contractor requesting 399 days for substantial completion, all of their liquidated damages back, and an additional \$9M. The County Attorney's office is reviewing the claim and has 90 days to provide a response.

Pump and Haul Changes Update

Mr. Smith reported the proposed Pump and Haul Policy was presented to the Infrastructure Committee. The Infrastructure Committee (IC) recommended the following changes to the Pump and Haul Policy:

- 1) Limit the "grandfathered" customers to five years after the effective date of the approved revisions.
- 2) Ensure the subsidies do not permit pro-rated customers to pay less than the other customers.

- 3) Include a list of Pump and Haul customers to the Board's monthly report.

Discussion ensued about the IC's recommendation of the five year limit for grandfathered customers.

Following the discussion, Mr. Smith reported that staff will present the proposed resolution at the March 17th Board meeting to recommend advertisement of a public hearing to establish a new policy for pump and haul sewer service.

VIII. New Business

Consider Amendment to the Multi-Family Availability Fees Rate Structure

Mr. Smith reported that availability fees are one-time payments to connect to the County's water and sewer system. The fees are used to fund capital costs, including debt service for projects relating to system expansions, changes in regulations, or changes in technology. A request was received from developers to consider lowering the multi-family dwelling unit fees. Currently, each multi-family unit is equivalent to a single-family residential unit. The usage amount is referred to as an equivalent dwelling unit (EDU). Staff reviewed usage records and found that on average, a multi-family units uses approximately 30-30% less water than a single-family residence. Staff researched neighboring localities and found that Stafford County is the only locality that treats multi-family units as an EDU.

Staff recommends the County uses a similar methodology for calculating multi-family rates as our neighboring localities. It would save the developers some money on their multi-family units and provide Utilities with enough income to fund water and wastewater expansions.

Discussion ensued about how the proposed reduction in the multi-family dwelling unit fees could impact the budget. Mr. Dunn expressed concern about the developers receiving a reduction in the multi-family rates. Mr. Smith explained that the developers are paying for an amount of capacity at the treatment plant that they are not using. A multi-family unit typically uses less capacity than a single-family dwelling unit. The developers feel it is unfair that Stafford is the only locality that charges a full dwelling unit fee for a multi-family dwelling unit.

Following the discussion, Mr. Glazman made a motion to table the recommendation until the April meeting. The motion was seconded by Mr. Dunn and passed with a 6-0 vote (Mr. Howard was absent).

Authorize Advertisement of a Public Hearing to Vacate an Easement on CSX Property

Mr. Allen reported the Claiborne Run Sewer Improvement Project is planned to replace a major sewer interceptor that runs parallels to a CSX Right-of-Way. Stafford County has existing easements that have previously been negotiated with CSX sewer infrastructure. CSX informed staff that instead of granting new easements they would prefer the County complete an encroachment agreement. The County would need to vacate the existing easements that were previously recorded with CSX and replace with the encroachment agreement. Staff would prefer to use the agreement to allow us to move forward with the project in a timely manner. A public hearing is required in order for the County to vacate the easements as part of the agreement to allow the gravity interceptor to occupy CSX's Right-of-Way.

Mr. Harris made a motion to recommend proposed resolution R15-105, which would authorize the County Administrator to advertise a public hearing to consider vacating the existing easements. The motion was seconded by Mr. Glazman and passed with a 6-0 vote (Mr. Howard was absent).

IX. Adjournment

Mr. Tignor inquired about the recent amount of water main breaks that occurred. Mr. Smith explained that most of those breaks were not due to pipes freezing. When the ground freezes and thaws, it causes the pipes to move slightly which can cause the break. We typically receive about 90 calls per month for no water or water line breaks, but because of the frigid temperatures during the President's Day weekend, we had over 60 calls.

There being no further business, Mr. Tignor adjourned the meeting at 7:45PM.

Minutes submitted by,

DaBora Lovitt

DaBora Lovitt,

Recording Secretary