

Stafford County Utilities Commission
Meeting Minutes
September 13, 2016

I. Call to order

Chairman Joyce Arndt called to order the regular meeting of the Utilities Commission at the George L. Gordon, Jr. Government Center on September 13, 2016 in the ABC Conference Room.

II. Roll call

Cheryl Giles conducted a roll call. The following persons were present:

Members Present: Joyce Arndt, Alan Glazman, Mike Makee, and Bill Tignor

Members Absent: Mickey Kwiatkowski and DaBora Lovitt. Hartwood District seat is vacant.

Staff Present: Jason Towery, Keith Dayton, Janet Spencer, Julie Elliott, and Cheryl Giles

III. Public Presentations

There were no public presentations

IV. Approval of Minutes

The June 20, 2016 minutes were approved as written.

V. Commission Members' Comments

There were no comments.

VI. Director's Report

(See Attachment 1)

Following Mr. Towery's report, the following questions or inquiries were asked:

Mr. Makee asked if the tenants of 204 Thompson Avenue were residential or commercial. Mr. Towery responded the tenants are commercial. The County will lease to the tenants on a temporary basis until such time the County finds a use for the facilities.

Mr. Tignor suggested staff invite former Utilities Director, Harry Critzer to the Board presentation of the NACWA Award to Little Falls Run and Aquia Wastewater Treatment Plants because the platinum award for Little Falls Run's performance was during a portion of his tenure.

Mr. Tignor inquired if the rate increase would result in water conservation. Mr. Dayton responded that one of the reasons for the rate increase was due to water conservation. Customers have adjusted their water usage over the years. Some of the burden to pay for the water system is being shifted back to the customers because growth had diminished.

Mr. Makee asked where the difference in the 647 million gallons of water treated and the 567 million gallons of water sold come from. Mr. Towery explained that some of the water is stored in the system and some of it is due to natural loss within the system. Certain amounts of water are used to flush hydrants or lines that are not sold.

Mr. Tignor asked what the plans are for removing the Berea Water Tank. Mr. Towery responded the plans are to have the tank taken down in the spring. There needs to be an overlap of the Celebrate VA Tank and the Berea Tank. The Celebrate VA Tank is projected to be operational by the end of September. Once the Celebrate VA Tank is operational and has been tested, the Berea Tank will be taken down. Staff has solicited amounts for the removal of Berea Tank and expects

the contract to be a small amount because the contractor will be able to recoup a large amount of his cost in the sale of the scrap metal.

VII. Unfinished Business
Pump & Haul Site Evaluation Update (See Attachment 2)

The following questions and inquiries were asked:

Mr. Glazman inquired about the cost for the alternative systems and for surface discharge. Mr. Towery responded the estimated cost is in the \$40,000 range to have an alternative system designed and constructed. It can vary depending upon the property and the type of system selected. Staff budgeted \$200,000 for FY2017 which would allow us to potentially provide loans for up to five properties. Staff is still gathering information for the surface discharge, but project that the cost will be in the same cost range as alternative systems.

Mr. Tignor asked when the property owners would be advised that an alternative system is available for their property. Mr. Towery responded once the Consultant finalizes the reports and staff receives those reports, the property owners will be notified. It will probably be another couple of months before staff receive the reports. All of the property owners were initially notified by letter about the site evaluations.

Mr. Tignor asked if the property owners were aware of the cost for an alternative system. Mr. Dayton responded many of the owners attended the public hearing regarding the pump and haul policy amendment and express their concerns. The Board decided to go forward with the pump and haul amendment and feels it is a fair way to discontinue subsidized pump and haul.

VIII. New Business
Utilities Commission Meetings

Mr. Tignor expressed his concern about the Utilities Commission not meeting regularly. He stated he felt a disconnection and questioned the role of the Utilities Commission to the Board. Mr. Makee, Ms. Arndt, and Mr. Glazman each agreed that they also questioned their role and purpose for serving on the Commission.

Discussion ensued about addressing the Commission concerns and how to notify the Board about the Commission's concerns.

Mr. Dayton informed the Commission the Master Water and Sewer Plan is being redone and is a major issue that will require the Commission's input.

Mr. Towery responded staff would contact the Planning department and invite them to attend next month's Commission meeting to present the Comp Plan the Board has adopted and brief the Commission on how it could possibly impact the Master Water & Sewer Plan.

Mr. Makee recommended the Board recognize the staff of the Little Falls Run and Aquia Wastewater Treatment Plants for achieving the NACWA platinum and gold awards.

Discussion ensued about ideas of how to recognize the staff. Following the discussion, Mr. Makee made a motion to recommend the Board considers formally recognizing the treatment facilities who won the NACWA awards through a proclamation, an incentive award, or through a quality of

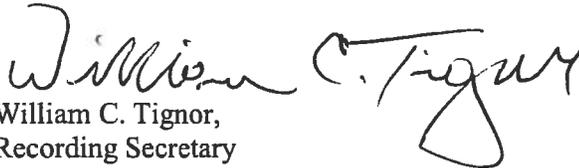
life upgrade to their facility. The motion was seconded by Bill Tignor and passed unanimously with a 4-0 vote (Ms. Kwiatkowski and Ms. Lovitt were absent).

The Commission also requested staff submit a letter to the Board requesting the proclamation be done in conjunction with the presentation of the award.

IX. Adjournment

There being no further business, Ms. Arndt adjourned the meeting at 8:15PM.

Minutes submitted by,


William C. Tignor,
Recording Secretary