

UTILITIES COMMISSION

January 10, 2006

7:30 p.m.

The Stafford County Utilities Commission met for its regular meeting on January 10, 2006, in Conference Room A,B,C in the Stafford County Administration Center. Commission members present were Vernon Blaisdell, Joyce Arndt, Juan Chaves, Gene Mayausky, and Patricia Kurpiel. Bob Bos, Dale Allen, Keith Dayton, and Cheryl Giles were present for the Utilities Department.

1. **Election of Officers** – Nominations were opened for the office of Chairman, Joyce Arndt nominated Vernon Blaisdell. Gene Mayausky seconded the nomination. There being no further nominations, the commission voted on the office. Mr. Blaisdell was elected by a 5-0 vote.

Nominations were opened for the office of Vice Chairman. Gene Mayausky nominated Joyce Arndt. Vernon Blaisdell seconded the nomination. There being no further nominations, the commission voted on the office. Ms. Arndt was elected by a 5-0 vote.

Nominations were opened for the office of Recording Secretary. Juan Chaves nominated Patricia Kurpiel. Gene Mayausky seconded the nomination. There being no further nominations, the commission voted on the office. Ms. Kurpiel was elected by a 5-0 vote.

2. **Public Presentations** – There were no public presentations.

3. **Approval of Minutes** - Minutes for the December 6, 2005 meeting were approved as written.

Bob Bos distributed to each member a Utilities Commission User Guide. The Guide includes the following information: Schedule of 2006 Utility Commission Meetings, County Code Chapter 25 (Water, Sewers and Sewage Disposal), Utility Commission By-Laws, 2005 Utilities Commission Minutes, Pro Rata Water and Sewer Costs Regulations, Low Pressure Sewer System Policy, Pump & Haul Policy, Rate Study and Public Water & Sewer Service Fees, Water & Sewer Line Extension Policy, Briefing Paper – Wastewater Treatment Alternatives, and Briefing Paper – Water Treatment Alternatives.

A motion was made by Juan Chaves to change the February meeting date from Tuesday the 14th to Monday the 13th because the 14th falls on Valentines Day. The motion was passed unanimously.

4. **Capital Improvements Program** – Keith Dayton reported on the Capital Improvements Program. Keith explained that the program requires a six year plan which includes the fiscal year 2007 until 2012 and that the program list only projects in excess of \$200,000. Keith highlighted several capital projects by providing a description, justification, and the estimated operating impact of the project.

Vernon Blaisdell inquired if equipment replacement is determined by mileage or age of the equipment. Keith explained that it is determined by the mileage, age, and repair costs. The equipment is then turned over for surplus sale.

Gene Mayausky asked if leasing vehicles had been considered as an option. Bob Bos responded that not at this time but that he would have Nancy Collins follow up on the options of leasing vehicles.

Keith Dayton explained that the location of parcels for the Utilities Administration Center would be located farther south. Keith stated that he believes the site would be more advantageous because the site would be more centrally located and there is a traffic light for access to Route 1.

Vernon Blaisdell inquired if the money that was used previously to purchase parcels for the Administration Center had been reinstated. Bob Bos informed the commission that it would be reinstated to the Utilities Fund plus 8% interest.

After some discussion on the sewer rehab project, Patricia Kurpiel inquired about the effects of construction on streams and wetlands. Mr. Dayton explained that the effects are only temporary and destructive of resources because of location but are minimal and the highest erosion and sediment standards are used.

Vernon Blaisdell asked why the difference in the cost for the Claiborne Run gravity sewer upgrades and the Potomac Creek Pumping Station force main upgrades. Mr. Dayton explained that the Potomac Creek Pumping Station force main were smaller in diameter and not as deep.

Patricia Kurpiel inquired about the number of committed connections for approved lots served by the Aquia Wastewater Treatment Facility. Mr. Bos stated that he thought around 8,000 or 9,000 lots but would have the approximate number at the next meeting.

Ms. Kurpiel asked what an interceptor is and also asked who keeps the records on pro rata payments. Mr. Dayton explained that an interceptor mainly consist of sewer mains collecting wastewater from multiple tributary lines and serves a major sewer shed. Mr. Bos replied that the Finance Dept. handles the records for pro rata payments.

Keith Dayton reported that they are progressing forward with plans for the final design of the Rocky Pen Run Reservoir and that the dam should be constructed and ready to receive water in early 2009 or early 2010.

Vernon Blaisdell inquired as to where the 342 Zone Water System Improvements would be located. Mr. Dayton explained that it would be from the intersection of Old Forge Drive on Route 17, East of 95 to Route 1 near the Falmouth Bridge.

Mr. Blaisdell asked where the England Run Water Storage Tank would be located. Mr. Dayton replied that it would be near Greenbank Road in Celebrate VA. Patricia Kurpiel asked what the purpose of a water storage tank is. Mr. Dayton replied that it is for water storage pressure regulation and equalization of diurnal demands.

Vernon Blaisdell thanked Keith for presenting the Capital Improvements Program and commented that it was very thorough and understandable.

7. **Golden Tap Award** – Gene Mayausky and Carol Pacello volunteered to serve on the Golden Tap Award committee.

The commission scheduled March 13th as the date for the Golden Tap Award dinner banquet to be held at Augustine Country Club.

8. **Deferred Business Update** – Tabled until next meeting.

9. **Public Utilities Administrator's Report** – Bob Bos informed members of the following actions by the Board of Supervisors at their December 13, 2005 meeting:

- The new public water & sewer rates were adopted. No comments have been received from the public.
- The amendment to Section 25-25 states that capacity is reserved only when the availability charge has been paid and a building permit issued. Capacity is reserved for a period of one year.
- The amendment to Section 25-71 states that any new projects inside the Urban Service Area must use the public water and sewer system. Projects outside the Urban Service Area are not required to use the public water and sewer system.

8. **Commission Members Comments** – No comments.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Patricia Kurpiel
Recording Secretary