

Stafford County Utilities Commission
Meeting Minutes

March 14, 2018

A. CALL TO ORDER

Mr. Towery called to order the regular meeting of the Utilities Commission (UC) at the George L. Gordon, Jr. Government Center on March 14, 2018 at 6:00 pm in the ABC Conference Room and asked Ms. Bush to call the role.

B. ROLL CALL

Members present: Joyce Arndt, Kent Carson, Michael Makee, Alan Glazman, William Tignor, Moses Boulden and Mickey Kwiatkowski

Staff present: Jason Towery, Bryon Counsell, Jason Pauley, Julie Elliott, Cindy Bush

C. APPROVAL OF MINUTES

Mr. Glazman made a motion to approve the February 13, 2018 meeting minutes as written. Mr. Tignor seconded the motion. The motion passed 7-0.

Mr. Glazman made a motion to Recess the meeting and move to the Joint Public Hearing in the Board of Chambers. Ms. Kwiatkowski seconded the motion.

D. PRESENTATIONS BY THE PUBLIC

None

E. JOINT PUBLIC HEARING WITH PLANNING COMMISSION

1. Utilities Master Plan 2018

Mr. Towery gave the Master Plan presentation to the Utility Commission and the Planning Commission in the Board Chambers and then answered any questions.

Ms. Kwiatkowski inquired about the cost of the Master Plan analysis. Mr. Towery responded about \$125,000.00.

Mr. McPherson asked Mr. Towery if he anticipated any joint projects with neighboring municipalities such as Fredericksburg and/or Quantico. Mr. Towery responded that we have in the CIP two interconnections with Spotsylvania and they both entail the City of Fredericksburg since the City of Fredericksburg receives its water from Spotsylvania. We currently have an agreement in place with Spotsylvania to provide water in an emergency situation. We currently do sell water to the west side of the Quantico base. Mr. Bain inquired about the decommissioning of the storage tanks and pump stations and the assumption that additional gravity or pressure sewer pipe will be needed in some way to replace those units. Does the CIP reflect these assumptions and what is the time table? Mr. Towery stated most of the Water Storage Tanks are in the Southern part of the County there are 4 right now, however before any of them would be decommissioned we would build a new one first. In the next 3 to 5 years we would be building a new elevated storage tank in place of the Able Lake Tank. And Ferry Road tank would be decommissioned. Mr. English asked why the County was not currently planning to extend the water line on Courthouse Road that currently stops at

Kelsey Road since the road is currently under construction with the road widening. The statement was made that it seemed to make sense to do the work now since the road was already torn up. And second question posed by Mr. English was, where are the 7 pump stations located in the county? Mr. Towery responded we worked with Shirley Contracting to get quotes and attempt to construct that line along with the road widening as a benefit to the County. Unfortunately the quotes for work did not come in very favorably. The Contractor was hired by VDOT to widen the road and since the quotes were not favorable to the County we decided against moving forward with the waterline construction at this time. The Pump stations are located in the Central part of the County. Mr. Glazman asked what negative event would have to happen to cause the Master Plan to change. Mr. Towery responded a significantly change in the limits of the urban service area. Mr. Randall asked if the model used by our consultants was an industry model or their own proprietary model. Mr. Towery confirmed with Mr. Rest of O'Brien and Gere, that it is an Industry Model. Ms. Kwiatkowski made a motion to approve the Master Plan. Mr. Boulden seconded the motion. The motion passed 7-0.

REPORTS BY COMMISSION MEMBERS

None

F. DIRECTOR'S REPORT

1. Items on the Board Agenda, Authorize the County Administrator to Execute a Contract with W.C. Spratt for the Aquia Drive Water and Force Main Replacement
2. Upcoming Utility Commission items Utility Extension Policy Revisions. Pro Rata Rates will need to be updated to reflect the New Master Plan. Advance Payment Fees and Discontinuance of Service for Failure to pay.
3. Pump & Haul Update one property owner has requested an extension Board approved the extension. 16 subsidized properties, down from 20. One application has been received for the loan program.
Truslow Road Neighborhood Sewer Project is on hold pending Extension Policy Revisions.
Snellings Lane Neighborhood Sewer Project on hold pending Extension Policy Revisions.
Rockdale Short Water Extension is complete.

4. Master Plan

Utilities and Planning Commission to hold Public Hearings and make recommendations.

5. Operations and Customer Service Update

We are preparing for the System Burn and Flush to begin Mid-March through Mid-May.

Account delinquencies are up because of the requirement to extend disconnections. Ms. Kwiatkowski asked how many accounts of the \$500,000 were finalized accounts and how many are active accounts. Ms. Elliott stated they were all final accounts. Mr. Tignor inquired about taking customers to court for collections. Ms. Elliott responded we do have a certain number of options such as liens against property owners, we can also do state off sets. Mr. Glazman asked if it is a renting tenant can you collect from the Owner of the property. Ms. Elliott stated we will be able to with the new state code. Mr. Towery stated that possibly our current staff could try to be more aggressive in the collection process. Ms. Kwiatkowski commented on the standard letter we used to send out as soon as the account went into a final status, I think there is a way to send these out with HTE. Ms. Elliott indicated she will ask staff about the letter in HTE.

6. Construction Project Update

Courthouse Tank is mostly primed and painting to resume in March/April, expected to be online in May.

Falls Run I-95 Crossing is progressing.

Claiborne Run Sewer Interceptor Replacement bids received.

Wayside Interceptor Sewer and Stafford Oaks Pump Station are currently out to bid.

Claiborne Run Parallel Force Main is nearing advertisement for construction.

Lower Accokeek Force Main/Gravity we are having some property acquisition delays.

G. NEW BUSINESS

1. Discussion on Fluoride

Mr. Towery reiterated Stafford County's process of fluorinating the water is consistent with the industry-wide standard. At his time there is no plan to change the process. The recommendation to fluorinate the water comes from the Health Department which is consistent with the CDC World Health Organization, and various Dental Groups. However, there is no requirement to fluorinate the water.

H. OLD BUSINESS

I. AJOURNMENT

Mr. Glazman made a motion to adjourn, which was seconded by Ms. Kwiatkowski. The motion was passed 7-0.

There being no further business, Mr. Makee adjourned the meeting at 7:50 PM.

Minutes submitted by,



Mickey Kwiatkowski,
Recording Secretary