

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 19TH DAY OF FEBRUARY, NINETEEN HUNDRED NINETY-ONE, AT 2:08 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Stewart U. Taylor, Chairman
Perry M. DePue, Vice Chairman (Absent)
Jack D. Edwards
Thomas K. Norment, Jr.
Judith N. Knudson

David B. Norman, Secretary
John E. McDonald, Treasurer
Leo P. Rogers, Assistant County Attorney
Larry M. Foster, General Manager

B. MINUTES - January 22, 1991

Mr. Taylor asked if there were corrections or additions to the minutes.

Mr. Norment made a motion to approve the minutes.

The motion was approved by a unanimous voice vote.

C. PUBLIC HEARING

1. Regulations Governing Utility Services

Mr. Larry M. Foster, General Manager, James City Service Authority, stated that three proposed amendments to the Utility Regulations included: 1) Septic System Drainfield Repair would include a remedial repair to correct a failing drainfield that would require minimal replacement and excavation; 2) Local Facilities Charge Waiver would allow a waiver to an applicant with existing septic system for a 12-month period after the sewer system had been installed; and, 3) Sub-Meter Consumption Adjustment would require customers to submit consumption reports 20 days prior to the end of each billing period.

Mr. Taylor opened the public hearing.

1. Ms. Jan Woodward, 105 Northpoint, questioned whether General Assembly House Bill 1999 would affect the citizens of James City County.

Mr. Leo Rogers, Assistant County Attorney, stated that House Bill 1999 was about controlled solid waste flow and the solid waste facility had no effect on Hampton Roads Sanitation District.

2. Mr. Joe Patterson, 109 Northpoint, read a sentence from HB 1999 that said, "It would provide local governments to require citizens to use services contracted for by local governments." He questioned if that meant all citizens would be required by the State to connect to the sewer system.

Mr. Norment assured the audience that HB 1999 and the Solid Waste Resource Recovery Facility had absolutely no bearing on the Kingspoint sewer system.

3. Mr. Ed McCarty, 3722 Persimmon, asked for clarification of the \$600 grinder pump fee and the \$112 annual maintenance charge.

Mr. Foster stated that \$600 was the maintenance fee for the owner with contract for that service. He said the \$112 maintenance fee, billed quarterly, included repair and replacement when necessary, with average life of grinder pumps being 10 to 15 years.

Mr. Taylor closed the public hearing.

Ms. Knudson made a motion to approve the resolution.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

UTILITY POLICY CHANGES

WHEREAS, the Board of Directors of the James City Service Authority have held a public hearing on certain proposed changes to the Regulations Governing Utility Service; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the attached changes summarized below to be effective July 1, 1991.

1. Add a provision to septic system drainfield repair to allow owners to expand the repair to include a remedial repair to correct a failing drainfield that would require minimal replacement and excavation.
2. Add a provision to Local Facilities charge that would allow the applicant with an existing septic system to receive a waiver of the Local Facilities charge for a 12-month period after the sewer system has been installed.
3. Add a provision to allow the Authority to sell and install residential grinder pumps at cost plus assume maintenance responsibility.
4. Clarify that sub-meter reading must be received 20 days prior to the end of each billing period and that no refund or credit shall exceed the consumption on the current billing cycle.

BE IT FURTHER RESOLVED, that the complete amendments be made part of this resolution.

D. BOARD CONSIDERATION

1. Resolution of Intent for Mandatory Sewer Connection/Nonuser Fees

Mr. Foster stated that the resolution's intent was not to require mandatory connection or assess nonuser fees for lots served by drainfields requiring grinder pumps for sewer service in the absence of a drainfield failure, and would not apply to existing lots experiencing drainfield failures. He further stated that drainfield failures would be determined by the Health Department.

Staff recommended approval of the resolution.

Ms. Knudson made a motion to approve the resolution.

Mr. Edwards made a motion to amend the resolution by adding language, "or other competent authority," after the word Department.

The motion was approved by a unanimous voice vote.

Mr. Taylor called for a vote on the original resolution as amended.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

RESOLUTION OF INTENT FOR BOARD OF DIRECTORS OF

JAMES CITY SERVICE AUTHORITY

MANDATORY SEWER CONNECTION/NONUSER FEES

WHEREAS, the Board of Directors of the James City Service Authority wishes to express its intent not to require mandatory connection to public sewer nor assess nonuser fees on lots served by septic systems.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby expresses its intent, regarding lots served by a septic system in existence as of the date of adoption of this resolution, as follows:

1. Mandatory sewer connection shall not be enforced in the absence of a determination by the Virginia Health Department or other competent authority that the sewer drainfield has failed.
2. Nonuser fees shall not be assessed for the installation and/or operation of a sewer system requiring grinder pumps.

-4-

2. Award of Contract - Waterworks Facilities, Phase III, Chickahominy Road

Mr. Foster stated that bids were received for construction of a water pumping and blending facility located at the intersection of Cranston's Mill Road and Chickahominy Road, with staff recommending approval of the lowest responsive and responsible bidder, Henderson, Inc. in the amount of \$288,254.

Mr. Edwards made a motion to approve the resolution.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

CONTRACT FOR CONSTRUCTION OF

WATERWORKS FACILITIES, PHASE III, CHICKAHOMINY ROAD

WHEREAS, the James City Service Authority publicly opened bids for the Waterworks Facilities, Phase III, Chickahominy Road project on January 18, 1991; and

WHEREAS, it has been determined that the lowest responsive and responsible bid of \$288,254 was that submitted by Henderson Inc.; and

WHEREAS, funds are available in the James City Service Authority Capital Budget for this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority hereby approves the award of a contract for the construction of the Waterworks Facilities, Phase III, Chickahominy Road project to Henderson, Inc., on the basis of their bid of \$288,254 and authorizes and directs the Secretary to the Board to execute a contract for this work.

Mr. Norment expressed the Board's pleasure that a local contractor received the bid award.

E. BOARD REQUESTS AND DIRECTIVES - None

Mr. Taylor made a motion to adjourn.

The motion was approved by a unanimous voice vote.

The Board of Directors adjourned at 2:42 p.m.



David B. Norman
Secretary

SECTION 2. CONNECTION REQUIRED

The following regulations shall be observed to determine who shall be required to connect to the facilities of the Authority.

- A. Service to existing structures. An owner or tenant of property adjacent to a right-of-way or easement within which there is located a public water main or public wastewater line or both shall connect each existing structure or mobile home situated thereon to the facilities of the Authority or (at the option of the Authority) to HRSD; provided, however, an owner or tenant of property shall not be required to connect an existing structure or mobile home situated thereon to a public water main or to a public wastewater line when the following conditions apply:
1. Water: the existing structure or mobile home is used principally for residential purposes and is served by a domestic supply or source of potable water which meets the standards established by the Virginia Department of Health.
 2. Sewer: the existing structure or mobile home is used principally for residential purposes and is served by a private septic system or domestic sewage system which:
 - (a) has absorption trenches that are functioning properly. The Virginia Department of Health shall determine whether absorption trenches are functioning properly, or
 - (b) can be made to function properly by replacing or repairing one of the following: building sewer; septic tank or any of its parts; pump or pump chamber; conveyance lines: distribution box. *Additionally, a one time remedial repair may be made to correct a failing drainfield that would not require excavation or replacement of any portion of the drainfield such as a chemical treatment, flushing, or root removal. Minor excavations to access the drainfield lines will be allowed.*
- B. Time to connect. The owner or tenant of an existing structure shall comply with this connection regulation within one (1) year after receiving from the Authority written notice that utility service is available.
- C. Plumbing facilities. An existing structure required by these Regulations to connect to a utility service of the Authority but equipped with plumbing facilities required by the Virginia Uniform Statewide Building Code shall be so equipped and connected to the available utility service.
- D. Service to future structure, new development. An owner of property shall be required to connect to the facilities of the Authority when each development or each future structure not part of a development when such development or future structure shall be situated on property adjacent to a right-of-way or easement within which there is located a public water main or wastewater line.

The Board of Directors of the James City Service Authority may grant a waiver for a period not to exceed three years for commercial-industrial properties to the requirement to connect to public sewer under the following terms and conditions:

1. The applicant submits in writing a substantial justification for such a waiver; and

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1540h

The purpose of this charge is to defray in part the cost of providing force mains, pump stations, transmission mains, booster pumps, and other system facilities.

2. Local facilities charge. A local facilities charge of \$1,050 for each separate connection to public sewer shall be paid by each applicant who desires to secure wastewater service therefrom, which charge shall be paid prior to the approval of the application for service; provided, however, in any instance where satisfactory evidence shows that an applicant has paid the cost of installation of the local facility to which the connection is to be made, either by installing the local facility at his expense and then conveying the same to the Authority (or its predecessors) or by reimbursing the Authority (or its predecessors) for the cost of such local facilities, the local facilities charge shall be waived.

In situations where a new wastewater system has been installed by the Authority and whereas any applicant adjacent to this new system that has an existing septic system desires to secure wastewater service therefrom, the local facilities charge shall be waived for a period of 12 months from the completion date of the new wastewater system installation. Additionally, in situations where an existing wastewater system has been installed by the Authority and whereas any applicant adjacent to the existing system desires to secure wastewater service therefrom, the local facilities charge shall be waived for a period of 12 months from the effective date of this policy change.

The purpose of this charge is to defray in part the cost of installing collection mains which are necessary to provide wastewater collection service to abutting properties and which have been provided at the expense of the Authority or persons, firms or corporations other than the applicant.

- ~~3. Grinder pump charge. A grinder pump charge of \$600 shall be paid for each separate connection to a grinder pump when the operation and maintenance of said residential grinder pump has been identified as the responsibility of the Authority prior to July 1, 1989.~~

3. Grinder Pump Installation and Maintenance Charge.

- (a) Any applicant for a sewer connection requiring a residential grinder pump may purchase the grinder pump plus ancillary parts from the Authority at cost if the grinder pump is necessary to replace an existing septic system. In addition, if the connection to the public sewer system is replacing a septic system, the applicant is eligible for the deferred payment plan discussed in Paragraph G, Section 2.
- (b) The Authority may, at the applicant's request, install the residential grinder pump (when replacing a septic system) for the cost of materials as stated above plus labor and equipment costs. These costs are in addition to the normal Sewer System

Facilities Charge, if required. Grinder pumps will normally be installed within the existing right-of-way where the force main is located. If the topography dictates that the grinder pump be located within the applicant's property, then the Authority will prepare the necessary plat and easement for the applicant to execute to permit installation of the grinder pump on the applicant's property.

(c) A annual grinder pump maintenance fee shall be established and shall be paid for each separate connection to a grinder pump (that meets Authority Standards and Specifications) when the operation and maintenance of said residential grinder pump is the responsibility of the Authority. The payment for this charge will be prorated in equal amounts in the customers utility service charge billing. Residential grinder pumps not identified as a Authority responsibility and installed after June 30, 1989, shall not be maintained by the Authority and no grinder pump charge shall be assessed. The Authority shall not maintain nonresidential grinder pumps or other commercial pump stations unless such utility maintenance is deemed by the Authority to be in the interest of the public health or is necessary to protect the integrity of the system, or such facility is located within a designated Reservoir Protection Zone.

3

4. Service connection charge. A service connection charge shall be paid by each applicant for each new service connection prior to the approval of the application therefor, as follows:

<u>Service installed by:</u>	<u>Charge</u>
Developer, applicant	\$10 per connection inspection fee
Authority	Actual cost times 1.25, including overhead

The purpose of this charge is to defray the cost of installation or inspection of a service connection from the public sewer main in the street to the curb or property line.

The service connection charge shall be waived provided the applicant has paid a local facilities charge and the sewer service line is not greater than 6 inches in diameter for a gravity main or 2 inches in diameter for a force main. In the event that the service connection charge is not waived, the local facilities charge will be applied against the service connection charge.

- 5. Retail service rates. The wastewater service charge shall be based on usage from a metered water source where available. For wastewater service on an unmetered water source a meter size equivalent shall be used, based upon an estimated charge.

(a) Metered water source.

Charge for all collection and treatment of wastewater

<u>Volume</u>	<u>Collection</u>
Per 1,000 gallons of water consumed	\$2.10
Per 100 cubic feet of water consumed	\$1.575

Metered water usage shall be reduced by a metered reading from a landscaping meter or similar device if the landscaping meter or device is approved and utilized under operating regulations adopted by HRSD.

A copy of the deduction meter reading provided to HRSD must be received by the Authority 20 days prior to the end of each billing period. In the event a meter reading is not received within this time, the Authority shall bill based upon total water consumption and no refund nor billing adjustment shall be made. *In any event no refund or credit shall exceed the current consumption on the current billing cycle.*

4

Unmetered water source.

Where no meter exists or where meter readings are not made available by the water supplier to the Authority, then the following estimated charges shall be assessed:

<u>Activity, use</u>	<u>Unit</u>	<u>Collection</u>
Single-family residences	Each	\$ 42.00
Single-family mobile homes	Each	42.00
Mobile homes in parks	Each lot	37.25