

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 15TH DAY OF MAY, NINETEEN HUNDRED NINETY-FIVE, AT 9:25 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Stewart U. Taylor, Chairman
Robert A. Magoon, Jr., Vice Chairman
Perry M. DePue
Jack D. Edwards
David L. Sisk

David B. Norman, Secretary
Robert H. Smith, Treasurer
Frank M. Morton, III, County Attorney
Larry M. Foster, General Manager

B. MINUTES - April 17, 1995

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

Mr. Sisk made a motion to approve the minutes.

The motion passed by unanimous voice vote.

C. BOARD CONSIDERATIONS

1. Utility Policy Changes - Water and Sewer Rates FY 96

Mr. Larry M. Foster, General Manager, James City Service Authority, stated that a public hearing was held on April 17, 1995, to increase the water rate to \$2.60, increase the sewer rate to \$2.30 and increase the Grinder Pump Annual Maintenance charge to \$124.20.

Staff recommended approval of the resolution.

Mr. Edwards made a motion to approve the resolution.

On a roll call, the vote was: AYE: Sisk, Edwards, DePue, Magoon (4). NAY: Taylor (1).

RESOLUTION

UTILITY POLICY CHANGES

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of James City Service Authority, James City County, Virginia, hereby adopts the attached changes to be effective for all bills mailed on or after July 1, 1995.

1. Set the retail service rate for the water service at \$2.60 per thousand gallons (\$1.94 per hundred cubic feet).
2. Set the retail service rate for the sewer service at \$2.30 per thousand gallons (\$1.72 per 100 cubic feet).
3. Set the Annual Grinder Pump Maintenance Charge at \$124.20.

2. FY 96 Appropriation Resolution

Mr. Foster stated staff recommended approval of the resolution adopting the FY 96 appropriations for the Water Fund, Sewer Fund, Administration Fund, and Capital Improvement Program.

Mr. Edwards made a motion to approve the resolution.

The motion passed by unanimous voice vote.

RESOLUTION

RESOLUTION OF APPROPRIATION

JAMES CITY SERVICE AUTHORITY

WHEREAS, the Secretary has prepared a proposed budget for the fiscal year beginning July 1, 1995, and ending June 30, 1996; and

WHEREAS, the Board of Directors has considered said budget and does now propose to adopt the budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following amounts are hereby adopted and appropriated for operations and activities in the amounts as shown below:

1. The following amounts are hereby appropriated in the Water Fund:

Water Fund - Revenues:

Service Charges	<u>\$2,714,965</u>
-----------------	--------------------

Water Fund - Expenditures:

Administration Fund Allocation	\$ 1,022,332
Operations and Maintenance	902,956
Capital Projects	781,354
Interest Expense	<u>8,323</u>

\$2,714,965

2. The following amounts are hereby appropriated in the Sewer Fund:

Sewer Fund - Revenues:

Service Charges \$3,058,060

Sewer Fund - Expenditures:

Administration Fund Allocation \$1,411,792

Operations and Maintenance 992,752

Interest Expense 40,000

To Capital Projects 613,516

\$3,058,060

3. That the following amounts are hereby appropriated for the funds as indicated below:

ADMINISTRATIVE FUND

Revenues:

Allocated to Water and Sewer Funds \$2,434,124

Capital Improvement Projects 50,000

\$2,484,124

Expenditures:

Personnel Expenses \$1,748,499

Operating Expenses 698,425

Capital Outlay 37,200

\$2,484,124

CAPITAL IMPROVEMENTS PROGRAM

Revenues:

Prior Year Appropriation Transfer \$ 1,346,690

Water Fund 781,354

Sewer Fund 613,516

Facility Charges 1,902,940

\$4,644,500

Expenditures:

Water Supply Escrow	\$ 1,645,810
Water Distribution	220,000
Water Storage	370,000
Small System Acquisition	50,000
Water Transmission	1,116,690
Sewer System Improvements	890,000
Operational Facility Improvements	302,000
Capital Contingency	<u>50,000</u>
	<u>\$4,644,500</u>

3. Stonehouse Irrigation Agreement

Mr. Foster stated that Stonehouse, Inc., had requested that the agreement entered into in July 1994 providing for use of Well 7A in Stonehouse Development for golf course irrigation be terminated. He further stated that Stonehouse, Inc., had requested an agreement allowing use of Well 7A for a two-year period to allow time to construct the infrastructure to use Richardson's Mill Pond as its water source for irrigation system.

Staff recommended approval of the resolution and agreement.

Mr. Taylor made a motion to approve the resolution.

Mr. Magoon stated that he provided architectural design services to Stonehouse, would derive no direct benefit from this case and, therefore, his vote would not be a conflict of interest.

The motion passed by unanimous voice vote.

RESOLUTION**STONEHOUSE IRRIGATION AGREEMENT**

WHEREAS, in July 1994, the James City Service Authority entered into an agreement with Stonehouse, Inc., that provides for the use of a Well (7A) in the Stonehouse Development for irrigation if the Ware Creek Reservoir is constructed; and

WHEREAS, the County and JCSA have determined that as a result the decision by the U.S. Supreme Court not to hear the County's appeal of the EPA's veto of the project, the Ware Creek project is not longer feasible; and

WHEREAS, Stonehouse, Inc., has requested that the original agreement be terminated and that the Board authorize a new agreement providing for the use of Well 7A for a two-year period while the necessary infrastructure is being constructed to use Richardson's Mill Pond as the source of irrigation water for the Stonehouse Golf Course.


NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby approves the attached agreement terminating the original agreement and authorizing the use of Well 7A for a two-year period for irrigation of the Stonehouse Golf Course.

D. BOARD REQUESTS AND DIRECTIVES - None

Mr. Sisk made a motion to adjourn.

The motion passed by unanimous voice vote.

The Board adjourned at 9:33 p.m.



David B. Norman
Secretary to the Board

051595bd.min

3. Grinder Pump Installation and Maintenance Charge.

- (a) Any applicant for a sewer connection requiring a residential grinder pump may purchase the grinder pump (that meets Authority Standards and Specifications) 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 request, install the residential grinder pump 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 applicants 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 applicants property.
- (c) A annual grinder pump maintenance charge of \$124.20 shall be paid for each separate connection to a grinder pump 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. 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.

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	\$2.30
Per 100 cubic feet of water consumed	\$1.72

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 must be received by the Authority 20 days prior to the end of each billing period. Regardless of the length of time, sub-meter reading adjustments will only be allowed up to the consumption in the current billing period.

(b) 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
Duplex, apartments and townhouses	Each	37.25
Schools (with showers)	Student	4.25
Schools (without showers)	Student	2.65

<u>Volume</u>	<u>Charge</u>
Per 1,000 gallons	\$2.60
Per 100 cubic feet	\$1.94

The purpose of the retail service charge is to defray all costs of providing water service for domestic, commercial and industrial uses and for firefighting purposes, including repayment of moneys borrowed to acquire or construct the water system; operation and maintenance; and renewals, replacements and extensions.

D. Exceptions to local system facilities charges. The provisions of Section 29 above shall be observed when there is a conflict between Section 29 and the provisions of Sections 32 (B) and 32 (C) above.

E. Billing and account charges. The following charges shall be assessed for any customer billed by the Authority.

1. Account charge. An account charge of \$10.00 (\$20.00 if the meter is read) shall be paid by each applicant for continuing service, whether for a new account or for a transfer of account, for water and/or wastewater service.

The purpose of this charge is to defray the cost incurred in clerical and bookkeeping activities, the turning on of services and/or meter reading required for each new account or transfer of account.

2. Transaction charge for late payment. A transaction charge for late payment of 10% of the current bill balance due, shall be added to a bill in the event that the bill is not paid within thirty (30) days following the date thereof.

The purpose of this charge is to defray the cost associated with the rebilling of accounts not paid on a prompt basis.

3. Interest charge for late payments with a lien. An interest charge for late payment of 8 percent simple interest on the principal (delinquent amount) due, shall be added to any account when a lien has been placed upon real estate. Such lien on any real estate may be discharged by the payment to the Authority of the total lien amount, penalty, and the interest which has accrued to the date of the payment.

4. Restoration of service charge. Where service has been terminated on account of the nonpayment of any bill, a restoration of service charge of \$30.00 (\$100.00 for a single service wastewater customer not on metered water service) shall be paid before service is restored, except as defined in Section 17 (A)(2).

The purpose of this charge is to defray the expenses of terminating and restoring service, including clerical and bookkeeping activities.