

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 9, 2021
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

P. Sue Sadler, Stonehouse District
James O. Icenhour, Jr., Jamestown District
Michael J. Hipple, Powhatan District
John J. McGlennon, Vice Chairman, Roberts District
Ruth M. Larson, Chairman, Berkeley District

Scott A. Stevens, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

ADOPTED

APR 13 2021

**Board of Directors
James City County, VA**

C. PRESENTATIONS

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Minutes Adoption

A motion to Approve was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The minutes Approved for Adoption included the following minutes:

-February 9, 2021, Regular Meeting

F. PUBLIC HEARING(S)

None.

G. BOARD CONSIDERATION(S)

1. Financial Policy and Investment Policy Updates

A motion to Approve was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Powell noted the resolution before the Board contained adoption of changes to the financial policy used by the James City Service Authority (JCSA). He further noted JCSA periodically reviewed the policies to ensure consistency with best practices. Mr. Powell noted this adoption would be prior to the upcoming budget adoption in which JCSA would present as a separate stand-alone budget for the first time. He further noted most of the recommended changes were pro forma and were in preparation for applying to the Government Finance Officers Association for the Distinguished Budget Presentation Award. Mr. Powell noted the proposed changes, highlighted in the memorandum, had been reviewed by the County's Financial and Management Services staff, the County Attorney's Office, JCSA's Financial Advisor, Davenport & Company, LLC, and JCSA's Investment Manager, PFM Asset Management LLC. Mr. Powell recommended approval of the resolution.

Mr. McGlennon complimented Mr. Powell and staff for the updates and work on JCSA's budget as a stand-alone presentation.

H. BOARD REQUESTS AND DIRECTIVES

None.

I. GENERAL MANAGER'S UPDATE

1. Presentation on Lead and Copper Rule

Mr. Powell noted Mr. Mike Youshock, JCSA Chief Water Engineer, would address the Board regarding the Environmental Protection Agency's (EPA) new rule on lead and copper. He further noted the rule would impact JCSA's workload and some customers.

Mr. Youshock noted the EPA's new rule went into effect January 2021 and would impact most water utilities. He noted some background history on the rule in a PowerPoint presentation, which detailed Maximum Contaminant Level Goals (MCLG) for both lead and copper. He added lead had been banned for plumbing use in 1986. Mr. Youshock further noted these elements are the only required samples to be collected from inside homes at the customer's tap. He noted the cycle collection schedule, adding action was required if more than 10% of the collected samples exceeded the MCLG. Mr. Youshock continued the PowerPoint presentation noting key changes with the 2021 rule: requires water systems to inventory water service line materials; establishes a change to the trigger level for prompter action; school and daycare sampling (JCSA was not required to sample schools prior to the new rule); and corrective actions would be required if lead service lines or unknown materials exist or trigger levels are exceeded. Mr. Youshock noted the 2014 Flint, Michigan water situation had impacted many of these changes as well as the 2004 Washington, DC water distribution system issue with lead. He further noted JCSA had approximately 23,000 customers and inventory had to be completed on both JCSA-owned service and customer-owned service with findings made public. Mr. Youshock continued the PowerPoint identifying lead and other material pipes. He noted JCSA had no past evidence of lead service lines in its system; however, he further noted past records were limited. Mr. Youshock noted to satisfy the EPA rule, JCSA had to prove no lead. He further noted there was no record of private service line materials, adding JCSA was working with the Building Safety and Permits Division on possible recordkeeping there. Mr. Youshock noted the possibility of physically digging up materials to check and prove there is no lead. He further noted in the PowerPoint presentation the next steps in the three-year service line inventory completion process. Mr. Youshock noted record search, material testing, and coordination with the Virginia Department of Health (VDH) in the three-year process. He further noted the goal was to document there were no lead services existing in the JCSA service area.

Ms. Larson noted JCSA would contact the customer, but asked if customers would be responsible for proving their lines were lead-free.

Mr. Youshock noted right now it was all on JCSA.

Ms. Larson asked if that included JCSA going into yards and digging holes to check the lines.

Mr. Youshock confirmed yes that was a possibility.

Ms. Larson asked about the increased manpower required for this process.

Mr. Youshock noted it was currently being done with in-house resources, but outside resources could be needed. He further noted he did not have an estimate for those resources until the number of test holes was known.

Mr. McGlennon noted 35 years had passed since the lead ban and if some of the earlier developments had lines replaced since then.

Mr. Youshock noted JCSA would have only replaced to the meter even in those areas, but that some of those areas had been addressed. He further noted acquisition of some older developments with private well systems and fewer available records. Mr. Youshock noted additional discussion with VDH and the hopes that a representative testing on neighborhoods versus individual hole testing would serve as proof.

Mr. Hipple noted the number of testing and the possibility of testing under homes versus hole testing.

Mr. Youshock noted that was a possibility. He further noted contacting area plumbers who deal with the private side of a home's pipes as a possible resource.

Mr. Hipple asked about testing the water for trace amounts over time.

Mr. Youshock noted lead solder could give false-positive readings. He further noted only the services pipes needed to be addressed.

Mr. Hipple noted JCSA's responsibility was to the meter, but from the meter to the house was the owner's responsibility. He further noted testing now had to be done on the owner's part as well.

Mr. Youshock confirmed yes.

Mr. Hipple asked if lead is found after testing the owner's part and replacement is required, who is responsible for the replacement cost.

Mr. Youshock noted the homeowner would be responsible for the cost. He further noted if JCSA found lead from the main to the house, and JCSA had replaced its portion, then JCSA could offer to replace the customer side with the homeowner paying for it. Mr. Youshock noted if the JCSA main was copper and the homeowner's was lead, JCSA did not have any responsibility to replace it.

Ms. Larson noted she had recently replaced the service from her house to the main line.

Mr. Youshock noted a VDH funding program for homeowners that was in place after the Flint issue. He further noted that information could be available to homeowners if they were interested in assistance opportunities.

Ms. Sadler asked about the timeline for the homeowner if lead was identified.

Mr. Youshock noted no timeline, adding notification to the homeowner was JCSA's responsibility and follow-up may be required. He further noted if lead was found on the JCSA side, a program would need to be submitted to the state detailing the timeline for the number of services.

Ms. Sadler asked if the homeowner had lead, but chose not to address it, what was the next step.

Mr. Youshock noted that was the homeowner's decision.

Mr. McGlennon asked if records were available on that point, particularly if a home was for sale and it was disclosed.

Mr. Youshock noted the inventory had to be made public. He further noted use of the County's Geographic Information System (GIS) for mapping the public and private sides.

Mr. Hipple asked about the cost of testing on the homeowner side.

Mr. Youshock replied no that it was the utility's responsibility to determine that.

Ms. Sadler asked about a game plan and if the testing would start with older homes or other criteria.

Mr. Youshock noted the record search was the starting point. He further noted the use of documentation on constructions standards regarding the use of copper and GIS had the dates for the building of those homes. He noted work order history would also be used as a research tool. Mr. Youshock further noted one resource was not all encompassing but different options were available. He further noted the search process was happening all over Virginia and reviewing building codes was underway. Mr. Youshock noted VDH would provide updated guidance as it became available.

Ms. Larson thanked Mr. Youshock for the presentation and information.

2. March Dashboard Report

Mr. Powell noted he had no additional comments to add to the dashboard.

J. ADJOURNMENT

1. Adjourn until 5 p.m. on April 13, 2021 for the Regular Meeting

A motion to Adjourn was made by Sue Sadler, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:23 p.m., Ms. Larson adjourned the Board of Directors.


Deputy Secretary