

The Board of Directors of the Albemarle County Service Authority met in regular session on October 20, 2005 at 9:00 am.

Members Present: Mr. Parker, Chairman, Mr. Wagner, Vice-Chairman; Messrs. Humphris, Larsen, Lumpkin, Roberts

Staff Present: Messrs. Bowling, Brent, Humphrey, Raines, Shoop; Ms. Barton, Ms. Breeden, Ms. Rea, Ms. Rohm-Briggs, Ms. Thraves

Public Present: Messrs. Colbaugh, Martin

The Chairman called the meeting to order and a quorum was established.

Approval of Minutes

The minutes of the Board's September 15, 2005 meeting were reviewed and approved.

Matters From the Public

Mr. John Martin stated that making potable water cheaper for irrigators would have a negative impact on drought management and water conservation. He also asked if the Board's policies regarding irrigation water rates were reviewed or considered by the Board of Supervisors or County staff. The Chairman clarified that the policy under consideration would increase water rates for irrigation use rather than decrease rates. He stated that it was the Board's desire to aggregate water use of the auxiliary meter with the residential meter to avoid irrigation use being charged at the lowest tiered rate.

The Chairman added that the policy under consideration had not been discussed with the Board of Supervisors or any County staff members.

Consent Agenda

For Information

- a. Monthly Financial Reports
- b. Monthly CIP Report - Mr. Brent said that several Board members were concerned with the quality of the trench paving on the water line project in Crozet. He said the trenches were only temporarily patched and final repaving would occur later. Mr. Shoop stated that it was still the intent of Commonwealth Excavating to have paving completed before December 1, 2005. Mr. Larsen verified that the paving included Three Notch'd Road as well as Railroad Avenue.
- c. RWSA Minutes of August 22, 2005

Recognition of Randolph Raines' 25 Years of Service

Mr. Brent stated that Mr. Raines began his service with the Authority in June 1980. He added that Mr. Raines had developed an extensive knowledge of the water system over his 25 years of service. He asked that the Board adopt the proposed resolution thanking Mr. Raines for his dedicated service to the Authority (Attached as Page _____).

The Chairman read the resolution into the record and thanked Mr. Raines for his loyal service to the Authority. Mr. Raines was presented a plaque, by the Board, in honor of his service.

Mr. Wagner moved to adopt the resolution acknowledging Mr. Raines' 25 years of service, seconded by Mr. Humphris. The Chairman called for a roll call vote: Mr. Wagner, aye; Mr. Lumpkin, aye; Mr. Parker, aye; Mr. Humphris, aye; Mr. Roberts, aye; Mr. Larsen, aye.

Introduction of Marsha Rea, Accounting Supervisor

Mr. Brent introduced Ms. Marsha Rea stating that she had recently joined the Authority as Accounting Supervisor. He added that Ms. Rea has an excellent background with private sector accounting firms. The Board welcomed Ms. Rea to the staff.

Closing of Completed Capital Improvement Projects

Mr. Brent requested that the Board close completed capital projects for which no additional expenditures were anticipated. He referenced a memorandum of October 12, 2005 where he explained the balances on each project (Attached as Page ____). He asked that unexpended funds be returned to the unappropriated balance in the 3R Fund and that necessary funds be appropriated where a project exceeded the appropriation.

Mr. Lumpkin moved that unexpended funds be returned to the 3R Fund and that funds be transferred to the over-expended account, seconded by Mr. Wagner. All members voted aye.

Transfer of Funds to Reserve Accounts

Mr. Brent stated that in Fiscal Year 2005 funds were budgeted for transfer from the Water and Sewer Revenue Fund to various reserves. He asked that the Board authorize the transfer of \$200,469 to the Operating Reserve Fund and \$912,603 to the 3R Fund.

Mr. Humphris moved that \$200,469 be transferred to the Operating Reserve Fund and \$912,603 be transferred to the 3R Fund, seconded by Mr. Lumpkin. All members voted aye.

Consideration of Amendments to Rules and Regulations Re: Irrigation

Mr. Brent referred to the proposed resolution enabling the Authority to cumulatively charge for water use through the primary water meter as well as the auxiliary meter (Attached as Pages ____).

Mr. Humphris asked what the summary of the total water use of the auxiliary meter on the water bill would include and Mr. Brent stated that Ms. Breeden was working with Billmaster on various ways to depict the consumption on residential and auxiliary meters. Ms. Breeden said that it was her desire to show water use for each separate meter in a bar graph on the redesigned bills. This would allow the customer to distinguish household and irrigation use.

Mr. Humphris speculated whether water emergency should be defined in Section 17-01 in the Rules and Regulations where it mentions that systems are subject to discontinuance of service when a water emergency is declared. Mr. Brent verified that water emergency is defined in another section. Mr. Humphris reviewed the content of Section 17-02 C and wondered if the replacement of rain sensors would be at the customer's expense. Mr. Brent confirmed that the device is the customer's property and replacement would be at the customer's expense.

Mr. Larsen asked if the customer would continue to incur the monthly service charge for the auxiliary meter during a declared water emergency and Mr. Brent said that they would since the meters would continue to be read. Mr. Wagner stated that meters would need to be read during water emergencies in order to confirm that unnecessary water use had ceased. Mr. Larsen suggested adding to the resolution that the customer would be charged the monthly service fee whether the system was in use or not and Mr. Brent stated that it was already included in another section. Mr. Larsen then suggested that 12-03 include "or during a water emergency" adding to the last sentence where it states that the customer will be subject to the monthly service charge during non-operational months. The Board agreed.

The Chairman asked how the customer could decommission the irrigation system, if they so desired. Mr. Brent stated that upon notification the Authority would physically disconnect and remove the auxiliary meter. Mr. Larsen added that this process would deter customers from decommissioning their irrigation system in the fall to avoid paying the monthly service charge for non-operational months because they would have to pay the connection fee to reconnect to service during operational months. Mr. Brent stated that if a property with a decommissioned auxiliary meter was sold the Authority would allow the new owner to reconnect the irrigation service.

Mr. Humphris moved to adopt the resolution, seconded by Mr. Wagner. The Chairman called for a roll call vote: Mr. Wagner, aye; Mr. Lumpkin, aye; Mr. Parker, aye; Mr. Humphris, aye; Mr. Roberts, aye; Mr. Larsen, aye.

Other Matters Not on the Agenda

Pantops Park – Mr. Brent said that the developer of Pantops Park has proposed to develop a road between Spotnap Road and their property that would link South Pantops Drive to Route 250. Mr. Brent and Mr. Shoop met with the project developer, engineer and attorney and stated that access to the Authority's back parking lot would be negatively impacted. Mr. Brent explained that the first proposal included an unacceptable grade to the parking lot and that Mr. Shoop was not convinced that the second proposal provided an alternative access that would be sufficient.

Mr. Larsen asked if a signal light at the intersection of Spotnap Road and South Pantops Drive was proposed and Mr. Brent responded that no light is proposed. Mr. Brent stated that if the public through-way is granted the Authority would face greater road maintenance cost due to increased traffic.

The Chairman verified that the proposed road needed County approval which Mr. Brent confirmed.

Mr. Bowling questioned the legality of the connector. The Chairman asked Mr. Bowling to look into this issue.

Executive Session to Discuss a Personnel Matter

Mr. Brent requested that the Board go into Executive Session, in accordance with Section 2.2-3711.A1 of the Virginia Code, as amended, to discuss a personnel matter, the retirement of the Executive Director.

Mr. Wagner moved to enter into Executive Session, seconded by Mr. Humphris. All members voted aye.

The Board came back into regular session. Ms. Rohm-Briggs read into the record a resolution stating that only matters so previously stated and exempted from open discussion in regular session were discussed in executive session (Attached as Page ____).

Mr. Lumpkin moved to adopt the resolution, seconded by Mr. Humphris. The Chairman asked for a roll-call vote: Mr. Wagner, aye; Mr. Lumpkin, aye; Mr. Parker, aye; Mr. Humphris, aye; Mr. Roberts, aye; Mr. Larsen, aye.

Mr. Wagner moved that the Board authorize the convening of the Executive Committee to cull job applicants for further consideration for the Executive Director position, seconded by Mr. Larsen. All members voted aye.

There being no further business, Mr. Humphris moved the meeting be adjourned, seconded by Mr. Lumpkin. All members voted aye.

J. W. Brent, Secretary-Treasurer