

**MINUTES**  
**WATER SEWER ADVISORY COMMITTEE**  
**Thursday, March 6, 2008**  
**7:00 PM Town Hall Barn**

**Members Present:** Dan Barker, Ron Butler, Marshall Gray, Paul Kimple, Joe Phelps, Cheryl Thomas and James Watts

**Members Absent:** Tom O'Connor

**Elected Officials:** Brian Lowen

**Staff:** Will Baker, Julie Vance and Greg Siler

**Visitor(s):** Josh Kastrinsky (News of Orange) and Vollker Mittendorf

**ITEMS:**

**1.1 Call meeting to order**

Chair Mr. Barker called meeting to order at 7:00 pm.

**1.2 Consideration of additions to the agenda**

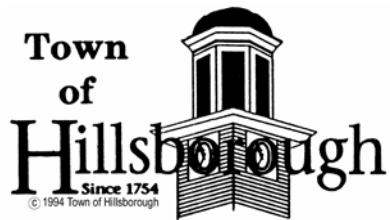
No changes were made to the agenda.

**1.3 Consideration and Discussion of past months minutes**

A **Motion** was made by Mr. Kimple and seconded by Mr. Barker to accept the 2008 February minutes as written, the motion passed unanimously.

**2.1 The March Engineering Status Report was presented by staff.**

- WWTP remains in compliance. Some machinery has been replaced to decrease the noise level of the plant. The expansion/upgrade study is still under review at the State.
- The Town had their first sewer spill for 2008.
- WFER gained over 1 ½ feet from recent rains with the expectation of gaining more with runoff. The 1 ½ feet equaled to about 70 million gallons bringing the reservoir from just under 50% full to just under 60% full. We gained 30 days of supply bringing the available water supply to 226 days.
- Lake Orange was upgraded to Stage 2 withdrawal restrictions after recent rains raised the level to 39 ½ inches below full.
- SCADA between the WTP and the Tanks should be complete by the end of the month.
- The TTHMS results for the first quarter were in compliance at .067 mg/l.
- Water usage by the fire department is now being accounted for in the Water Audit.
- A request was approved by the State to forgo the annual burnout at the WTP, although we are conducting a brief flushing of the system to ensure we remain below our limits.
- The GIS collection continues and is 75% complete.



## **2.2 Updates concerning Water/Sewer issues:**

### **2.2a Town Board Meeting (2/11/08)**

Phelps – hydrant flushing methods were discussed.

### **Town Board Work Session (2/25/08)**

Barker – No water/sewer issues discussed

### **Joint Town Board & County Commissioners (2/26/08)**

Watts – Green Building Requirements were discussed and County officials were receptive towards the idea. They instructed staff to look into and draft sample building requirements to be presented to the County officials mid year. The Lake Orange Release Gate was also discussed and the Town indicated that they are willing to help pay for the new gate. County staff was informed to do the research on what is needed and how much it will cost. The Town will include \$25,000 in the budget towards funding the project.

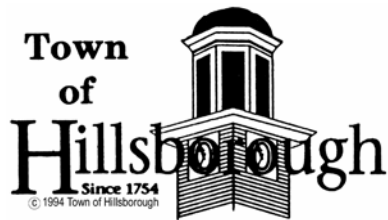
### **2.2b Planning Board Update**

Barker – Corbinton Commons changes were discussed.

## **3.1 Utility Account Deposit Policy**

After a through discussion, the Water Sewer Advisory Committee is making the following official recommendation on the Water Deposit Policy:

1. The Finance Department should continue basing deposit amounts on a new customer's credit rating. They should also continue using the existing deposit amounts found in last year's budget ordinance (Low Risk=\$25/\$50, Medium Risk=\$75/\$150 & High Risk=\$175/\$225).
2. After a customer demonstrates 12 months of timely payment, the customer may request a reevaluation of their credit rating with the possibility of lowering their required deposit amount. An administration fee of \$5 will be charged for the request and if the customer qualifies a credit will be applied to their account equal to the difference of the deposits. A customer may continue to make the reevaluation request every 12 months of timely payments until the customer achieves the low risk deposit level. Timely payment is the payment of a utility account by the 25<sup>th</sup> of each month.
3. They WSAC would also like to add a non-refundable connection fee to new accounts. The amount suggested was \$35. These funds, unlike deposits, may be used to supplement the fund.
4. The WSAC also recommends that the deposit policy continue to be mentioned in the Town Code with a reference to the Budget Ordinance for specifics.



5. They continue to be interested in transferring interest earned from the Deposit line item to the Water Assistance Program, but they are not ready to make an official recommendation concerning this matter at this time.

### **3.2 Letter Opposing Governor's intent to control water systems**

Staff informed the Committee that they need to compile a draft resolution for the Town Board to view and sign if they agree with the content. Ron Butler volunteered for the task and will have it ready before the WSAC April meeting for review. Final acceptance will be done during the April meeting.

### **3.3 Proposed Irrigation Schedule**

James Watts drafted some proposed irrigation regulations in October, 2006, using another utility in the area as an example. The Committee is of the opinion that enforcing an irrigation regulation throughout the year demonstrates how important the customers of Hillsborough's water system must conserve, even during non-drought conditions. Encouraging Water Conservation methods will lengthen the viability of our resources, thereby affecting the rate model in hopefully a positive fashion with more consumers using less water. This of course would further stretch our valuable resource, pushing back the need for Phase II of the Reservoir.

Hillsborough users are naturally conservative due to the Town's high water rates and the Regulation would continue to encourage conservation by getting them all on the same track.

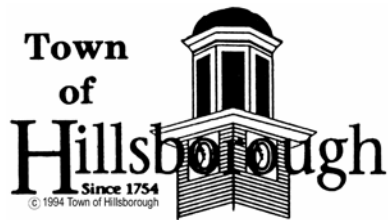
**MOTION:** A motion was made Mr. Watts and seconded by Mr. Kimple to forward the original regulation to the Town Board for approval and integration into the Town Code. The motion passed unanimously.

### **3.4 Adjust Days of Water Supply Restriction Triggers**

The original water restriction triggers were originally drafted by Chris Cole. He met with Kenny for his input on the draft, before the final policy was adopted into the Town Code August, 2002 with amendments in June, 2004. Staff recommended this item be removed from the agenda, and no decision be made during drought conditions, unless an extreme situation dictated immediate action. The Committee agreed since future decisions should be based on fact and not assumption; and currently no further factual based information towards making changes is available at this time. This item was removed from the agenda with a request to put it on the October's agenda.

### **3.5 Synchronize Town & County Water Restrictions**

Staff provided a copy of Orange County's Water Restriction Policy. The adopted policy (July, 1986) was interestingly site specific (Hillsborough, Orange Alamance and OWASA). The Committee will read the information and be ready to make



recommendations on possible changes during the October 2008 meeting. The goal is to synchronize both water restriction policies.

**4.1 Suggested future agenda items for upcoming months**

- Addition of Irrigation Schedule to Water Restrictions (April)
- List of outside water sources available (April)
- Control of Water Supplies by the Governor through interconnections (April)
- Average Household Usage between new green construction and older houses – Cornwallis Hills versus Grandover (choose 10 homes from each) (April)
- Dedicating Interest earned from Water Deposits to WAP (July)
- Adjust Days of Water Supply Restriction Triggers (October)
- Synchronize Town and County Water Restrictions (October)
- Cost of construction of direct withdrawal pipe to WFER while maintaining minimum stream flow
- Placement of communication antennas on Water Tanks

**4.2 Review Committee Assignments for coming month**

4.2a	*	Water: The Cycle of Life (3/9/08)	Butler
4.2b	*	Town Board Meeting (3/10/2008)	Grey/Barker
4.2c	*	Town Board Work Session (3/24/08)	Phelps/Kimple
4.2d	*	Assembly of Governments (3/31/08)	Butler

**5.1 Adjourn**

A motion was made Mr. Kimple and seconded by Ms. Thomas to adjourn the meeting and the motion passed unanimously. The meeting adjourned at 8:47pm.

Respectfully submitted,  
Julie E. Vance,  
Secretary