

MEMBER JURISDICTIONS

January 26, 2011

CHESAPEAKE

**Memorandum #2011-17**

FRANKLIN

**TO: Directors of Utilities Committee**

GLOUCESTER

**BY: John M. Carlock, Deputy Executive Director**

HAMPTON

**RE: Committee Meeting - February 2, 2011  
RSVP - February 1, 2011**

ISLE OF WIGHT

This is to call the February meeting of the Directors of Utilities Committee for **February 2, 2011, at 1:30 p.m.** The meeting will be held in the **HRPDC Regional Board Room, Chesapeake.**

JAMES CITY

The Agenda and related materials are attached.

NEWPORT NEWS

Please RSVP by February 1, 2011 so we may make appropriate logistical arrangements. If you have any questions or need further information, please do not hesitate to call me or Whitney Katchmark.

NORFOLK

POQUOSON

**Please RSVP by February 1, 2011**

PORTSMOUTH

TS/fh

SOUTHAMPTON

Attachments

SUFFOLK

SURRY

VIRGINIA BEACH

WILLIAMSBURG

YORK

## **Utilities Committee**

Lynn Allsbrook, HA  
Daniel G. Clayton III, WM  
Lawrence A. Dame, New Kent  
John B. Edwards, Jr., SY  
Bryan Foster, PO  
Larry Foster, JCSA  
H. Reed Fowler II, NN  
Edward G. Henifin, HRSD  
Bill Hopkins, SM  
John Hudgins, YK  
Julien Johnson, SH  
Thomas M. Leahy III, VB  
Eileen Leininger, NN  
Kristen M. Lentz, NO

Jason Mitchell, HA  
Albert Moor II, SU  
Russell Pace, FR  
Sonja Pruitt, SM  
Brian Ramaley, NN  
Martin Schlesinger, GL  
Everett Skipper, NN  
Michael Stallings, WN  
Bob Speechly, PQ  
Peter M. Stephenson, SM  
Moses Thompson, PO  
James K. Walski, CH  
Brian K. Woodward, YK  
Edwin P. Wrightson, IW

### **Copy:**

Joseph Durant, NN  
Frank Haltom, IW  
Richard Hartman, PO  
Stephen Land, NN  
Nettleton Richard, VB  
Kenneth Sims, WN  
Stephen Watson, FR  
Albert Williams, PO  
Craig Zieseemer SU

## **Capacity Team**

Edward G. Henifin, HRSD  
Phil Hubbard, HRSD  
Stephen K. Land, NN  
Kristen M. Lentz, NO  
William J. Meyer, Jr., CH  
Stephen T. Motley, VB  
Nick Nagurney, VB  
Richard H. Nettleton, VB  
Ralph Patterson, WM

Danny Poe, JC  
Eric Rosser, IW  
Richard Stahr, Brown and Caldwell  
Eric Tucker, NO  
Kenneth Turner, NO  
Rick Underhill, Greeley-Hansen  
Stephen Williams, NN  
Frank Wilson, PO  
Craig Zieseemer, SU

**MEETING OF  
DIRECTORS OF UTILITIES COMMITTEE  
AGENDA  
February 2, 2011  
Chesapeake  
1:30 PM**

**1. Summary of January 5, 2011 Meeting and Annual Retreat of the Directors of Utilities Committee**

The Summary of the January 5, 2010 meeting and annual retreat of the Directors of Utilities Committee is attached as item 1A for the Committee's review and approval.

Attachments:

- 1A January 5, 2011 meeting minutes
- 1B January 5, 2010 meeting sign-in sheet
- 1C HRPDC – Virginia Coastal Plain Groundwater Modeling FY2011 Work Plan
- 1D FY 2011-12 and FY 2010-11 Regional Water and Wastewater Program Budgets
- 1E USGS Groundwater Program
- 1F Water and Wastewater Programs – Retreat
- 1G Work Proposal: Determination of Sea-Level Rise in the Virginia Coastal Plan and Development of Planning Tools

**ACTION:** Approve the Meeting Summary.

**2. Private Property Infiltration and Inflow (I/I) Abatement Program**

At the October 13, 2010 Committee Meeting, the Directors reviewed materials developed by the Capacity Team to support the development of private property I/I abatement programs. Materials developed include proposed legislation to require disclosures regarding the wastewater system on property offered for sale; proposed legislation to amend Virginia Code Section 15.2-2122 to allow contractors to conduct inspections and collect civil penalties on behalf of the locality; model ordinance for I/I; and a model I/I enforcement response plan.

Following discussion by the Committee, it was anticipated that PDC staff would present the model ordinance to the Planning District Commission in December or January, explaining the need for an I/I program and emphasizing that each locality would customize the ordinance to meet the locality's needs. Staff reported on preparations for the Commission presentation at the December 1, 2010 Committee meeting, during which the Committee agreed that the Capacity Team should explore an alternative approach to address private property I/I abatement through a regional program managed by HRSD.

The Capacity Team will brief the Committee on the Team's alternatives analysis for development of a private property I/I abatement program. The team explored two options as follows: (a) development of locality-specific ordinances, as presented at the October 13, 2010 Committee meeting; and (b) development of a regional program coordinated between localities and HRSD. Prior to the Committee briefing, the findings were presented to the HRSD Commission for information and comment on January 25, 2011; DEQ was also consulted that week.

Attachments:

- 2A Hampton Roads Model Infiltration and Inflow Ordinance
- 2B Hampton Roads Model Infiltration and Inflow Enforcement Response Plan
- 2C Hampton Roads Model Infiltration and Inflow Sewer Inspection Form Instructions, Certificate of Compliance or Non-Compliance
- 2D Hampton Roads Regional Private Property Infiltration/Inflow (I/I) Abatement Program Outline

**ACTION:** The Committee will evaluate the two options and provide a recommendation, which will be presented to the Commission in a briefing tentatively scheduled for March 2011.

### **3. Committee Decision-Making Procedures**

HRPDC staff will lead a discussion on the Committee's procedures for decision making and actions that impact budget planning and expenditures. Issues to be considered include: whether Committee approval should require unanimous support and whether budget decisions can be made if a majority of Committee members are not present.

**ACTION:** Provide staff direction on recommended procedures for committee decisions. HRPDC staff will draft a specific proposal for the Committee to consider at the next meeting.

### **4. Water Reuse**

DEQ has released the Notice of Intended Regulatory Action (NOIRA) for Water Reclamation and Reuse Regulations. HRPDC staff did not receive any comments on the NOIRA from committee members. There was some interest in nominating a representative for the Regulatory Advisory Panel. HRSD has discussed the RAP with DEQ and believes that DEQ will accept HRSD's nomination (Jim Pletl). The Committee will consider whether or not to nominate an additional candidate from the region.

Attachments:

- 4A NOIRA Agency Background Document for Amendment to the Water Reclamation and Reuse Regulation to promote enhance program implementation

**ACTION:** The Committee will pick a candidate to nominate for the Water Reuse RAP, if needed.

## **5. UASI Grant - Request for Proposals (RFP)**

A draft RFP for the “Water Infrastructure Assessment and Emergency Response Training” project has been distributed separately for review. Committee members are encouraged to discuss their concerns with the project or proposed changes to the scope of work. Committee will also discuss the selection panel and identify potential committee members that will serve on the panel and review RFPs. Final comments on the draft RFP are due February 11, 2011. Staff will incorporate comments and distribute a final draft to be approved at the Directors of Utilities Committee meeting on March 2<sup>nd</sup>.

## **6. Staff Reports**

- Capacity Team Update: As directed by the Committee at the December 1, 2010 meeting, the Capacity Team completed an alternatives analysis for development of a private property I/I abatement program (see agenda item 2). In February 2011, the Capacity Team will return to developing business rules to address system rehabilitation and peak flow reduction.
- Regional Water Supply Plan: Section 2, “Existing Use” and Section 3, “Existing Resources” were distributed to the Committee for review and comment in January 2011. Subsequent sections will be distributed as they become available. The Committee will discuss the fulfillment of requirements for plan development and submission, particularly local program adoption and public hearings.

Attachments:

6A 9 VAC 25-780. Local and Regional Water Supply Planning

6B 15.2-1427 of the Code of Virginia

- Retreat topics; Committee meeting minutes are now included in Commission packet prior to Committee’s review and approval.

## **7. Other Business**