

February 23, 2021

**Memorandum #2021-34**

**TO: Directors of Utilities Committee**

**BY: Whitney Katchmark, Principal Water Resources Engineer**

**RE: Directors of Utilities Committee Meeting – March 3, 2021**  
RSVP – March 2, 2021

A meeting of the **Directors of Utilities Committee** will be held on **Wednesday, March 3, 2021**. The meeting will begin at **1:30 p.m.** The agenda and related materials are attached.

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the committee members, staff, and general public, the Directors of Utilities Committee meeting will be held electronically via Webex. Participants can join using the following information:

**Join by computer:** <https://hrpdc-418.my.webex.com/hrpdc-418.my/j.php?MTID=m7275661977c5f2353e4bb73b431d9b6f>

**Join by phone:** +1-415-655-0001

**Meeting number / Access code:** 126 164 8428

**Password:** 1234

If you have any questions or need further information, please do not hesitate to contact me.

KK/cm

Attachments

**Directors of Utilities Committee:**

David Jurgens, CH  
Russell Pace, FR  
J. Chris Dawson, GL  
Jason Mitchell, HA  
Edward G. Henifin, HRSD  
Donald Jennings, IW  
Doug Powell, JCSA  
Bo Clayton, NN  
Frank James, NN  
Yann A. Le Gouellec, NN

Robert Carteris, NO  
James Wright, PO  
Chad Krejcarek, PQ  
David Howell, SH  
Jack Reed, SM  
Paul Retel, SU  
Bob Montague, VB  
Daniel G. Clayton III, WM  
Brian K. Woodward, YK

**Directors of Utilities Copy:**

Erin Trimyer, CH  
Stephen Watson, FR  
Barry Dobbins, HA  
Danny Poe, JCSA  
Stephanie Luton, JCSA  
Alan Benthall, NN  
Kate Bernatitus, NN  
Kristin Chhim, NN  
Bud Curtis, NN  
Joseph Durant, NN  
Ron Harris, NN  
Sue Houser, NN  
Sherry Wright, NN  
James J. Young, NN

Shannon White, NO  
Garrett Feagans, PQ  
Ellen Roberts, PQ  
Dennis Beale, SH  
Amanda Smith, SH  
Jeff Smith, SM  
Jessie Snead, SM  
Marilyn Crane, VB  
Kenneth Sims, WN  
Joe Sisler, YK  
Phil Hubbard, HRSD  
David Fauber, Cape Charles  
Richard Stahr, Brown and Caldwell

**HRPDC Staff:**

Keith Cannady  
Robert Crum  
Katie Cullipher

Rebekah Eastep  
Whitney Katchmark  
Katie Krueger

**MEETING OF  
DIRECTORS OF UTILITIES COMMITTEE  
AGENDA  
March 3, 2021  
1:30 PM**

**1. Summary of the February 3, 2021 Meeting of the Directors of Utilities Committee**

The summary of the February 3, 2021 meeting of the Directors of Utilities Committee is attached for review and approval.

Attachment 1: February 3, 2021 Meeting Summary

**ACTION:** Approve the meeting summary.

**2. Public Comment**

**3. HRSD Resiliency Discussion**

Mr. Ted Henifin, HRSD, will present current efforts to improve resiliency at HRSD.

**ACTION:** Per discussion.

**4. SSORS Changes Discussion**

Mr. Paul Retel, Suffolk, will give an update on discussions with VDH and DEQ on a checkbox method to give initial estimates of overflow volume.

**ACTION:** Per Discussion

**5. Annual Water and Wastewater Rate Datacall**

HRPDC staff will review the results of the annual rate datacall and summary of changes in rates. HRPDC staff will send out the Rate Report to the Committee after the meeting.

**ACTION:** Per discussion

**6. Legislative Updates**

HRPDC staff will provide updates on recent legislative proposals including: water supply planning, water auditing, Eastern Virginia Groundwater Management Area, and federal water and wastewater assistance programs. Staff will also discuss recent changes to the Lead Elimination Assistance Program (previously known as the Lead Service Line Replacement Program) which provides funding for private side lead service line replacements (applications due 4/30/21).

**ACTION:** Per discussion

## 7. Utility Directors Roundtable Discussion

The Utility Directors will have the opportunity to discuss matters of mutual interest. Including:

- Emergency Debt Repayment Plan Updates
- Spending CARES Act funding
- Coronavirus updates
  - [Link to HRPDC Coronavirus Planning Hub](#)
- Lessons learned from the pandemic
- Legislative Updates

**ACTION:** Per discussion.

## 8. Staff Reports

- **HRSD Integrated Plan – First Amendment to 2014 MOA:** Staff will review status of locality approvals of the MOA.
- **FOG MOA** – Staff will review status of locality approvals of the regional MOA
- **Groundwater MOA** – Staff will review status of locality approvals of the MOA

## 9. Other Business

**MEETING SUMMARY  
DIRECTORS OF UTILITIES COMMITTEE  
February 3, 2021  
WebEx**

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the committee members, staff, and general public, the meeting was held on February 3, 2021 at 1:30 pm via WebEx. These electronic meetings are required to complete essential business on behalf of the region. A recording of the meeting is available on the website. The following attended electronically:

**Directors of Utilities Committee:**

David Jurgens, CH	Robert Carteris, NO
Edward G. Henifin, HRSD	Chad Krejcarek, PQ
Donald Jennings, IW	Paul Retel, SU
Doug Powell, JCSA	Bob Montague, VB
Yann A. Le Gouellec, NN	

**Directors of Utilities Copy:**

Erin Trimyer, CH  
Kate Bernatitus, NN  
James J. Young, NN

**HRPDC Staff:**

Whitney Katchmark	John Harbin
Katie Krueger	Rebekah Eastep

**1. Summary of the January 6, 2020 Meeting of the Directors of Utilities and Health Directors Committee**

There were no comments on or revisions to the summary of the January 6, 2020 Committee meeting.

**ACTION:** The summary of the January 6, 2020 meeting of the Directors of Utilities Committee was approved by consensus

**2. Public Comment**

There were no public comments.

**3. SSORS Update**

Based on the January discussion with DEQ and VDH, the Committee considered how to improve the regional Sanitary Sewer Overflow Reporting System (SSORS). Overall, the Committee is pleased with how SSORS is set up. In order to better provide DEQ and VDH initial overflow estimates, HRSD suggested to incorporate checkbox ranges of overflow volume to estimate max overflow. Virginia Beach, Suffolk, and Chesapeake

voiced support for this idea. Suffolk offered to suggest the idea to VDH and DEQ to get feedback. HRSD is planning to discuss the language surrounding the checkbox with AquaLaw.

HRPDC announced they plan to host a SSORS user group workshop to invite feedback from users on the system.

**ACTION:** Paul will talk to VDH and DEQ about using checkbox ranges to communicate initial overflow estimates. HRSD will talk to Aqua Law about the language that will accompany the checkbox.

#### **4. Water Supply Plan Updates**

HRPDC staff gave an update on the Water Supply Plan summary. Additionally, they discussed how to handle drought augmentation wells. The Committee suggested that HRPDC staff count the full capacity withdrawals during qualifying drought events in the supply projections.

**ACTION:** HRPDC staff will distribute the draft Water Supply Plan to the Committee for comments.

#### **5. HRSD Ransomware Attack**

Ted Henifin, HRSD, gave an overview of the ransomware attack that HRSD suffered in the fall of 2020.

**ACTION:** None.

#### **6. Utility Directors Roundtable Discussion**

Chesapeake received a unanimous vote from council to be released from the moratorium on disconnects and now the authority to start disconnects lies with the City of Chesapeake. There has not been any discussion on when they will restart the disconnects but will likely begin the process within the next couple of months. So far no one else has taken the vote to their council, but Suffolk will likely follow in Chesapeake's footsteps in April. James City Service Authority believes the discussion about ending the moratorium will occur during their budget work session (which occurs in a couple of months).

The Committee members are still accepting applications for CARES Act funding assistance:

- Newport News has committed \$600,000 across 1,400 accounts. They are working on approving an additional 300 accounts worth about \$140,000. They are receiving 200-250 applicants per week on average
- Chesapeake has had 1,7000 applicants with 882 applicants approved (worth \$545,000) with an additional 700 accounts currently being processed. In addition to those accounts, HRSD has reimbursed 221 Chesapeake accounts (worth \$940,000)

- Suffolk has distributed over \$500,000, with an additional \$800,000 from HRSD
- Norfolk has approved approximately 800 accounts (worth \$200,000) in addition to 3,200 accounts reimbursed through HRSD. They are receiving about 30 applicants per day
- Virginia Beach has distributed \$1.8 million to applicants
- HRSD has distributed \$6.5 million across 17,500 accounts (which are a mixture of locality and HRSD accounts). They are no longer seeking applicants as they want to hold the money for when they start shutting people off.

Chesapeake asked if anyone has enacted a cap on reimbursement as they have received requests for \$60,000 and \$14,000. No one has enacted a cap on reimbursement but they are not sure if they have received that large of a request yet.

Chesapeake also asked if anyone was paying claims from closed out accounts. Newport News is waiting to approve closed accounts until December. They are only planning to reimburse closed accounts if there is money left over. Suffolk is paying the claims when they are transferring to a new address. HRSD is not paying closed accounts.

The Committee also discussed bills that are currently being considered in the 2021 General Assembly, including:

- [HB 1849](#): Procurement requirements
- [HB 2257](#): Allowing HRSD to set rates based on income (for accounts below the 200% poverty line)
- Requiring people to have formal training before getting their CDL license

**ACTION:** None

## 7. Staff Reports

- **HRSD Integrated Plan – First Amendment to 2014 MOA:** Staff reviewed status of locality approvals of the MOA.
- **FOG MOA –** Staff reviewed status of locality approvals of the regional MOA
- **Groundwater MOA –** Staff reviewed status of locality approvals of the MOA

## 8. Other Business

There was no other business