

**MINUTES OF THE  
EASTERN SHORE OF VIRGINIA  
PUBLIC SERVICE AUTHORITY**

A meeting of the Eastern Shore of Virginia Public Service Authority was held on Tuesday, July 16, 2013, at 7:00 p.m. in the main conference room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia.

Members present:

Bob Panek, Chairman  
J. T. Holland, Vice Chairman  
Zeke Jackson  
Sean Ingram  
Carl Harris  
John Reiter  
Garrett Dunham

Members absent:

Felton Sessoms  
Greg Hardesty

Others present:

Janice K. Williams, County Administrator's Office  
Katherine H. Nunez, Executive Director and County Administrator  
Charles McSwain, Director of Economic Development  
Gloria Bradley, citizen  
Jon Richardson, Eastern Shore Health District  
Wiley V. "Bif" Johnson, III, Hurt & Proffitt  
Ken Nowakowski, Hurt & Proffitt

Call to Order & Establishment of Quorum:

Chairman Panek called the meeting to order and announced that a quorum was present.

Approval of Agenda:

Motion was made by Mr. Harris, seconded by Mr. Ingram, that the agenda be approved as presented. All members were present with the exceptions of Mr. Sessoms and Mr. Hardesty and voted "yes." The motion was unanimously passed.

Statements from the Public:

There were no statements from the public.

Approval of Minutes:

Motion was made by Mr. Holland, seconded by Mr. Reiter, that the minutes of the meeting of April 16, 2013 be approved. All members were present with the exceptions of Mr. Sessoms and Mr. Hardesty and voted “yes”. The motion was unanimously passed. It was noted that there was only “notes” from the meeting held on May 21<sup>st</sup> as there was no quorum present on that date.

Review of Financial Statements:

The Executive Director distributed the initial financial statement which illustrated the establishment of a new fund entitled, “Wastewater Project”, with a FY 2014 funding level allocated at \$130,000 by the Board of Supervisors.

Report of the Officers – Chairman

Mr. Panek introduced representatives from Hurt & Proffitt and referenced the earlier contract with that firm during the time of the initial reformation of the PSA. That solicitation did include provision for future engineering services at such time as a wastewater system was planned and can be continued with a modified scope of work. The contract is assignable by the County to the PSA.

Report of the Officers – Vice Chairman:

Mr. Holland had no report.

Report of Hospital Committee:

No report.

Report of Northern Node Committee:

No report.

Report of Southern Node Committee:

Ms. Nunez distributed the proposed service district map and associated financing scenario for the Phase 1 Southern Node Commercial Project. This map and funding scenario was previously recommended by the PSA to the Board of Supervisors who will take up this matter at its July 22<sup>nd</sup> work session. The members were invited to attend.

The Chairman asked if the members had any modifications or additional comments. Mr. Ingram said that he continued to be concerned with the lack of residential properties in the

proposed service district, which could solve septic system problems and increase the flow, as well as what would be a doubling of county taxes for property owners in the service district. Mr. Jackson questioned how the PSA could “turn off” service connections in the event of non-payment. Mr. Johnson indicated that the E-1 grinder pumps under consideration could indeed be turned off. Chairman Panek suggested that further discussion on operational matters be held until a later time.

There was also a general discussion among the members of the pros and cons of including various commercial and residential properties.

Following these comments, it was the consensus of the PSA to allow its previous recommendation to the Board to stand.

#### Report of Economic Development Committee:

There was no report.

#### Old Business: ANPDC and Hurt & Proffitt Estimates for Survey & Analytic Work

To benefit the Hurt & Proffitt attendees, Chairman Panek presented some background information on this topic, noting that the PSA believed there was an opportunity to develop a communications packet for potential future service district residents. Additionally, there is work to be done to develop and analyze residents’ income data which is needed for future grant applications. The Executive Director noted that she has had initial conversations with the ANPDC but nothing further. Mr. Johnson of Hurt & Proffitt cautioned the membership to be aware of the time-sensitive nature of the income survey data. The Chairman concluded by saying that it was probably too early to start on these tasks since they were related to future residential phases of the regional system.

#### New Business - Presentation: Eastern Shore Health District

Mr. Jon Richardson of the Eastern Shore Health District, shared with the PSA the following powerpoint presentation:

# SEWAGE DISPOSAL SYSTEMS ON THE SHORE

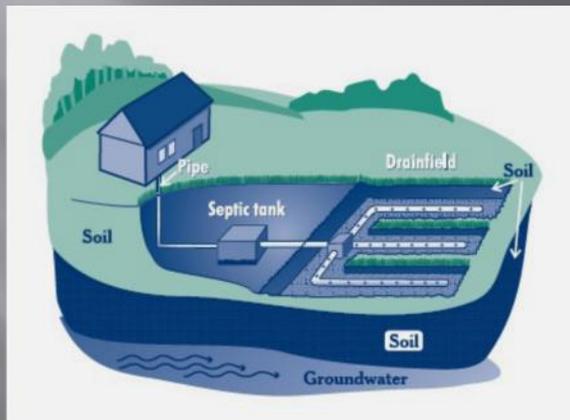
## Types of Sewage Systems

- ▣ Conventional
  - Septic tank and drain field
  - Require 36 inches of suitable in situ soil
- ▣ Alternative (AOSS)
  - Contain one or more methods of wastewater pre-treatment (BOD, nitrogen, TSS)
  - Require 6 inches suitable in situ soil
- ▣ HB1166
  - No suitable in situ soil required

## Permitting Process

- ❑ Local VDH staff conducts permit evaluations for conventional systems only
- ❑ Alternative system designs may be submitted by Alternative Onsite Sewage Evaluators (AOSEs) or Professional Engineers (PEs) and are reviewed by local VDH staff
- ❑ HB1166 permits are reviewed by local VDH staff as well as a technical services engineer at VDH Central office

### Conventional



## Conventional System

### ADVANTAGES

- ❑ Low maintenance
- ❑ Lower cost (~\$4,000)
- ❑ No adverse aesthetic value
- ❑ Functions hydraulically (no moving parts)

### DISADVANTAGES

- ❑ Limited amount of suitable soils
- ❑ Lower level of effluent treatment obtained
- ❑ Requires relatively large land area

## Recent Legislation

### HB 930 = 32.1-164.1:1

- ❑ Waiver from pressure dosing or treatment requirements beyond what was originally permitted/installed
- ❑ Not transferrable with property sale
- ❑ Only applies to residential properties serving four or less dwelling units

### HB 1166 = 32.1-163.6

- ❑ Allows systems to be designed by engineers in accordance with standard engineering practices

## Voluntary Upgrade

- ❑ Allows an owner to voluntarily upgrade their septic system
- ❑ Same requirements as HB 930 except this does transfer with property sale
- ❑ Only applies to systems not failing (may not be used for building permits, system expansion, etc.)

## Alternative Systems

Common types-Peat Biofilter, Sand Filter and Aeration

Regulatory requirements(<1,000 GPD)-Licensed Operator visit and effluent sample submitted w/in 180 days of system operation; Licensed Operator visit every 12 months thereafter and grab sample required every 5 years

## Alternative Systems

VERTICAL SEPARATION	MINIMUM EFFLUENT QUALITY
1.) 18" or more	1.) Septic Tank Effluent
2.) 12-18"	2.) TL-2 (BOD/TSS 30 or less)
3.) 0 to 12"	3.) TL-3 (BOD/TSS 10 or less)

## Alternative System Maintenance

- ▣ Manufacturer-specific
- ▣ May be required as frequently as every 6 months
- ▣ Essential to system's functionality

## Alternative Systems

### ADVANTAGES

- ▣ Smaller footprint
- ▣ Increased level of effluent treatment
- ▣ Allows development of previously non-developable parcels

### DISADVANTAGES

- ▣ Costly installation (~\$12,000-15,000)
- ▣ Maintenance and reporting required in perpetuity
- ▣ More components with potential to fail

## Moving Forward

- ▣ Technologies always evolving
- ▣ Develop and improve tracking mechanisms for AOSSs
- ▣ Education of system owners
- ▣ Increased cooperation with other governmental agencies
- ▣ A need for penalties for failure to maintain and report on AOSSs?

## Contact Information

- Jon Richardson
  - Phone 757-302-4271
  - Email: Jon.Richardson@vdh.virginia.gov
  
- Cathy Plant
  - Phone 757-302-4272
  - Email: Cathy.Plant@vdh.virginia.gov

### New Business – Discussion: Submission of DEQ Funding Application

The Executive Director indicated that the PSA had made funding applications to DEQ in the past and were approved for a loan which the PSA had to decline. She has reviewed the existing preliminary engineering report but does not feel that it can be used for any new application, due July 19, for the revised project as is currently being planned. The Chairman noted that there were no grant funds available anyway and it would be his inclination to not rush a submission at this time. The PSA agreed.

Along those lines, Ms. Nunez said that she has approached the County's financial advisors, Davenport & Co., who has agreed to assist with the financial models analysis, pending Board of Supervisors' confirmation.

### Recess:

Motion was made by Mr. Holland, seconded by Mr. Jackson, that the meeting be recessed until Monday, July 22, 2013, at 5:00 p.m. in the Board Room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia. All members were present with the exceptions of Mr. Sessoms and Mr. Hardesty and voted "yes." The motion was unanimously passed.

The meeting was recessed at 8:20 p.m.