

**Lewisville Utilities Committee**  
**August 20, 2014**  
**Lewisville Town Hall Conference Room**

**I. Call to Order**

- A. Chair Jeff Zenger called the meeting to order at 6:35 p.m. Members present were Mike Horn, Tom Lawson, Ed Rachlin and Lang Wilcox. Also present were Town Manager Hank Perkins and Mike Aquesta. Mr. Duggins and Mr. LeMay were absent.

**II. Adoption of Agenda**

- A. Mr. Zenger asked to add Mayor Pugh under *Guests and Presentations*.  
B. Mr. Rachlin moved approval as amended and Mr. Wilcox seconded. The vote was unanimous.

**III. Approval of Minutes**

- A. August 6, 2014  
1. Mr. Horn asked that the minutes reflect a discussion of the importance of moving quickly in advancing planning for the proposed school site on Robinhood Road because sewer will be linked to development in that area. This will be notice of the need to move ahead. It will be added to the minutes. Mr. Lawson moved approval with the addition. Mr. Horn seconded and the vote was unanimous.

**IV. Guests & Presentations**

- A. Mayor Dan Pugh  
1. The mayor said he was in attendance to clarify the roles and responsibilities of this committee and he apologized that it was not made clear at the outset. He wanted a clear understanding of the committee as to the Council's intent for forming and expectations of the committee. Council appointed two elected officials to the committee as voting members and they are to remain as such until the end of or beyond the term of the sitting Council.  
a. The Mayor also noted that the Council appointed the committee chair and he is to remain chair throughout the term of this sitting Council and perhaps beyond.  
b. Council's purpose in having two of its members serve on the committee is to insure adherence and compliance with the terms and conditions of the Service Agreement with the City/County Utilities Commission (CCUC). Council views it as crucial to build and maintain a strong and close relationship with CCUC and believes Council representation is critical to that end. Also, the Mayor stated that participation of these two members will serve as a liaison between this committee and the Town Council.  
c. Revisions to the charter of the Utilities Committee will be at the discretion of the Council. Input and suggestions from the committee will be taken into consideration, but acceptance of any changes will be the purview of the Council.  
d. As to expanding the role of the committee, planning and stormwater functions will remain with existing boards and committees assigned those responsibilities. Collaboration between boards and committees is encouraged

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- and expected when needed.
- e. The Mayor said he hoped this information from Council clarifies any questions or concerns that may exist. He thanked the members of the Committee for their willingness to serve and looks forward to the guidance this group will provide as the town moves forward.
2. There was a general discussion of the members' views on committee structure, purpose and tasks.
- a. Several members questioned having members of Council on the committee.
    - (1) It was explained that other groups were formed by Council included Council members at the onset to get the group up and running after which the group would only be comprised of residents.
  - b. There was also a question about several items recommended by the committee not appearing on Council's agenda.
    - (1) Council Member Horn explained that an update on the Utilities Committee was added to the agenda and discussed. The request for a touchscreen will not be considered until it is known how it will be used. Stormwater has its own committee and does not need to be a part of Utilities' work.
  - c. There was also discussion on charter change recommendations.
3. There was general discussion on the committee's work.
- a. Mr. Wilcox advised that he has excess capacity in his Lissara package plant. He also suggested that some method of public/private partnership on package plants could be worked out. He stated he did not want to stay in the sewer business but wanted to get sewer to residents quicker than CCUC and more economically. He suggested hiring Mr. Tetter (who had attended the August Council meeting) to do work for the town. He also suggested that package plants be discussed presently rather than later and felt if they weren't going to be discussed, he shouldn't be on the committee.
  - b. Chair Zenger stressed that this committee owes it to citizens to go thru proper process looking at all options first and there may be a time in the future to discuss package plants.
  - c. There was a question about information sent to the manager's listserv. Mr. Perkins explained that listservs are an administrative tool to ask and get information.

Mayor Pugh left the meeting.

**V. Manager's Report**

- A. Statistical information related to septic system issues/failures for the town will be provided by Public Health.
- B. Mr. Perkins also has asked City/County Utilities to begin working on preliminary information related to providing sewer to GWR and Runnymede & Willowmede.
- C. Forsyth County growth projections are currently being updated. Information will be provided

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when completed.

**VI. Old Business**

- A. Charter change revisions
  - 1. The committee reviewed changes. Tom suggested that Mike and Jeff can take the recommendations to Council.

**VII. New Business**

- A. Determine priorities and selection criteria
  - 1. There was discussion on limited sewer availability on the sewer line running along Reynolds Creek. This line serves the only existing sewer present in the town at this time and goes only as far west as Shallowford Road. Until capacity on this line can be increased, the town will need to prioritize what types of occupancies should be allowed to be added as new service.
  - 2. Mike Aquesta offered some suggestions on the first priorities:
    - a. Water quality (which includes failing systems and overflowing manholes) If chosen as first criteria, this helps to get funding for projects because these are considered serious enough to warrant more immediate attention. The next step is to have definitive proof of the failure and a ranking system.
    - b. Expansion of residential and commercial sewer. *New sewer - need it or want it.* Expansion would bring in additional tax revenue. The Council would decide which is the priority - commercial or residential.
      - (1) It was suggested that this be decided on a case by case basis. This type project does not warrant grant money.
      - (2) It was mentioned that Lewisville might qualify for no interest loans from the federal government, but probably would not qualify for state grant funds due to per capita household income.
  - 3. There was general discussion of prioritization by the group. Additional factors that could be used in prioritization are:
    - a. Failing systems
    - b. Residential vs. commercial (usage)
    - c. Proximity
    - d. Consistency with the Comprehensive Plan
    - e. Adding to the tax base
    - f. Cost of providing service (only if Town is developer)
    - g. Impact on existing capacity
    - h. These are criteria for extension of new sewer.
  - 4. Maximum allowable (zoning) densities need to be established.
  - 5. Current capabilities today.
  - 6. Mr. Horn said there are two situations:
    - a. One where someone comes and asks for sewer in an area where it is now available.
    - b. The other is where sewer is being expanded to new areas not currently served

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and setting criteria for those areas.

- (1) The priorities discussed so far represent expansion into new areas for sewer.
7. There was a suggestion that all plans come before the Utilities Committee prior to going to the Planning Board; however there was no motion to accept this suggestion.
8. It was decided by the group that tonight's discussion should center around areas already being served by sewer and prioritizing requests for new service.
9. There was general discussion on ideas on how to prioritize and provide sewer to Shallowford Road (formalize a statement ) after which it was decided that the group's recommendation on priority for existing capacity should be: First come, first serve in the downtown in LD1 and LD2 districts where there is existing capacity and that downtown takes priority over new residential such as an apartment complex or a new subdivision in other areas. This will be pending legal review. However, a single family lot with sewer access will be exempt.
  - a. Mr. Horn moved that no new connections to feeder be given to areas outside LD1 or LD2 and that the recommendation is on a first come, first serve basis. The motion was seconded by Tom Lawson. No vote was taken.
  - b. The committee asked staff to inquire if people who have property on Shallowford Road paid an assessment fee when the sewer line was installed.
10. Mr. Lawson suggested a small group write the ordinances regarding small area plans with the Town Planner and the Planning Board liaison. The ordinance(s) could then be taken to the Planning Board for review. Mr. Lawson volunteered to work on a draft of the ordinance. There was no concurrence on this suggestion.

VIII. Adjournment

- A. Next meeting: Public health issue and priority of expansion of sewer to new areas.
- B. Mr. Lawson moved to adjourn and Mr. Rachlin seconded. The vote was unanimous.

Respectfully Submitted,

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Lynn W. Hall, Public Information Officer

Attest:

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Joyce C. McWilliams Walker, Town Clerk

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Jeff Zenger, Chair