

## Water Shortage Response Plan Pittsboro, North Carolina February, 2011

The procedures herein are written to reduce potable water demand and supplement existing drinking water supplies whenever existing water supply sources are inadequate to meet current demands for potable water.

### I. Authorization

The Pittsboro Town Manager shall enact the following water shortage response provisions whenever the trigger conditions outlined in Section IV are met. In his absence, the Public Works Director will assume this role.

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Pittsboro Town Manager  
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Town of Pittsboro Public Works Director  
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### II. Notification

The following notification methods will be used to inform water system employees and customers of a water shortage declaration: employee e-mail announcements, notices at municipal buildings, notices in water bills. Required water shortage response measures will be communicated through, PSA announcements on local radio and cable stations and on the Town's website (<http://www.pittsboronc.govoffice2.com>) Declaration of emergency water restrictions or water rationing will be communicated to all customers by telephone through use of reverse 911.

### III. Levels of Response

Five levels of water shortage response are outlined in the table below. The five levels of water shortage response are: voluntary reductions, mandatory reductions I and II, emergency reductions and water rationing. A detailed description of each response level and corresponding water reduction measures follow below.

Stage	Response	Description
1	Voluntary Reductions	Water users are encouraged to reduce their water use and improve water use efficiency; however, no penalties apply for noncompliance. Water supply conditions indicate a potential for shortage.
2	Mandatory Reductions I	Water users must abide required water use reduction and efficiency measures; penalties apply for noncompliance. Water supply conditions are significantly lower than the seasonal norm and water shortage conditions are expected to persist.
3	Mandatory Reductions II	Same as in Stage 2
4	Emergency Reductions	Water supply conditions are substantially diminished and pose an imminent threat to human health or environmental integrity.
5	Water Rationing	Water supply conditions are substantially diminished and remaining supplies must be allocated to preserve human health and environmental integrity.

In Stage 1, Voluntary Reductions, all water users will be asked to reduce their normal water use by 5%. Customer education and outreach programs will encourage water conservation and efficiency measures including: irrigating landscapes a maximum of one inch per week; preventing water waste, runoff and watering impervious surfaces; watering plants deeply to encourage root growth; washing only full loads in clothes and dishwashers; using spring-loaded nozzles on garden hoses; and identifying and repairing all water leaks.

In Stage 2, Mandatory Reductions I, all customers are expected to reduce their water use by 10% in comparison to their previous month's water bill. In addition to continuing to encourage all voluntary reduction actions, the following restrictions apply: irrigation is limited to a half inch per week between 8PM and 8AM; outdoor use of drinking water for washing impervious surfaces is prohibited; and all testing and training purposes requiring drinking water (e.g. fire protection) will be limited.

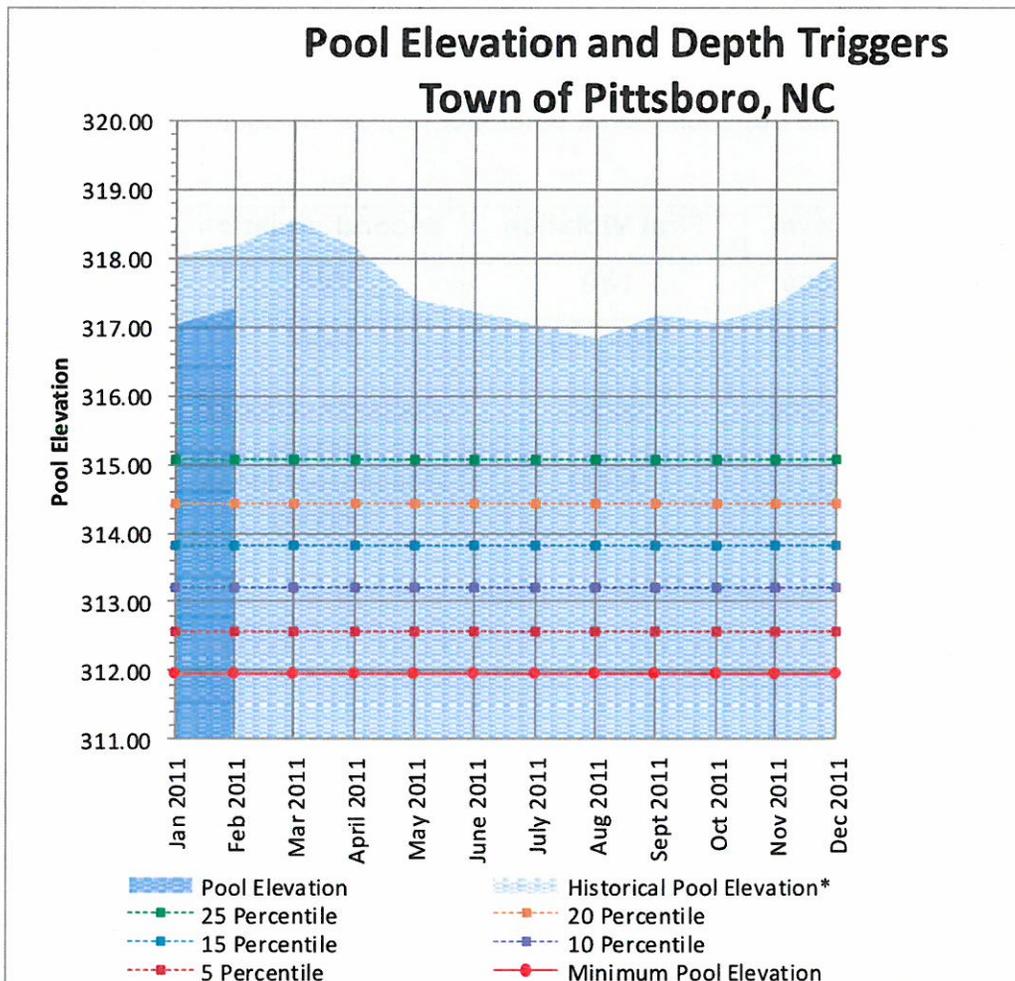
In Stage 3, Mandatory Reductions II, customers must continue actions from all previous stages and further reduce water use by 20% compared to their previous month's water bill. All non-essential uses of drinking water are banned and garden and landscape irrigation must be reduced to the minimum amount necessary for survival. Additionally, in Stage 3, a drought surcharge of 1.5 times the normal water rate applies.

In Stage 4, Emergency Reductions, customers must continue all actions from previous stages and further reduce their water use by 25% compared to their previous month's water bill. A ban on all use of drinking water except to protect public health and safety is implemented and drought surcharges increase to 2 times the normal water rate.

The goal of Stage 5, Water Rationing, is to provide drinking water to protect public health (e.g. residences, residential health care facilities and correctional facilities). In Stage 5, all customers are only permitted to use water at the minimum required for public health protection. Firefighting is the only allowable outdoor water use and pickup locations for distributing potable water will be announced according to Pittsboro’s Emergency Response Plan. Drought surcharges increase to 5 times the normal water rate.

IV. Triggers

The Town of Pittsboro’s water source is the Haw River. The following intake pool elevations trigger entry into corresponding water restriction stages. The historical pool elevation is based on USGS historical data of the Haw River near Bynum gage station, and current area conditions. Use of the Excel spreadsheet to track pool elevations should produce reasonable results provided channel configuration remains fairly consistent. It is advised that occasional checks be performed to verify the intake pool elevation.



- 25 Percentile= Stage 1
- 20 Percentile= Stage 2
- 15 Percentile= Stage 3
- 10 Percentile= Stage 4
- 5 Percentile= Stage 5

**Return to Normal**

When water shortage conditions have abated and the situation is returning to normal, water conservation measures employed during each phase should be decreased in reverse order of implementation. Permanent measures directed toward long-term monitoring and conservation should be implemented or continued so that the community will be in a better position to prevent shortages and respond to recurring water shortage conditions.

**V. Enforcement**

The provisions of the water shortage response plan will be enforced by Town of Pittsboro Public Works department and police personnel. Violators may be reported to the Town’s dedicated water conservation hotline. Citations are assessed according to the following schedule depending on the number of prior violations and current level of water shortage.

<b>Water Shortage Level</b>	<b>First Violation</b>	<b>Second Violation</b>	<b>Third Violation</b>
Voluntary Reductions	N/A	N/A	N/A
Mandatory Reductions (Stages 2 and 3)	Warning	\$250	Discontinuation of Service
Emergency Reductions	\$250	Discontinuation of Service	Discontinuation of Service
Water Rationing	\$500	Discontinuation of Service	Discontinuation of Service

Drought surcharge rates are effective in Stages 3, 4 and 5.

**VI. Public Comment**

Customers will have multiple opportunities to comment on the provisions of the water shortage response plan. First, a draft plan will be will be available at Town Hall for customers to view. A notice will be included in customer water bill notifying them of such. Also a draft plan will be published in *Chatham Journal*. All subsequent revisions to the draft plan will be published at least 30 days prior to an adoption vote by Pittsboro’s Town Commissioners.

Commissioner Brooks asked if the Resolution they passed in trying to get the County to utilize the facilities at Jordan Lake, have we sent that to them yet. Attorney Messick yes sir.

Commissioner Brooks said since this 3M project will be outside the town limits, how will it be maintained and policed and so forth? Mayor Voller said it is in the ETJ and the property is within the strategic plan for Chatham County Recreation Department as well as our Rec Board. He would remark that once we accept the grant that we would reapply for more money and enter into an Interlocal agreement with the County to discuss who would be responsible for work so that we won't strap the resources of our town. But it is a very different prospect to get 50 plus acres. The county has been looking for land and they can not find it and they are spending exhorbitant amounts. So to be able to sit down with 3M and get them to freely contribute this land on 15-501 South in itself is difficult.

Commissioner Brooks stated he has had some misgivings about it but he is going to vote for it and that we lead them down there to show them the 30 something thousand acres at Jordan Lake. Mayor Voller asked if the letter has been drafted. Attorney Messick said no sir. Mayor Voller asked that it be drafted ASAP so we could get it sent. Attorney Messick said yes.

Commissioner Cotten stated he has five comments that are the reasons he is opposed to it:

- It should be a county project.
- The contract is saying matching \$466,000 the valuation is on the whole project. As a result the town may need cash.
- Town agrees to maintain the facility for 25 years.
- The day to day operation will be the Towns responsibility.
- Use of town revenue for something outside of town limits may be questionable.

Mayor Voller asked Mr. Messick to speak to item #5. Attorney Messick said obviously it would depend on what it is for, yes there is a question about spending the town's money outside the town limits but it depends on what it is for. You spend town money outside the town limits on water and wastewater. Mayor Voller asked didn't we enter into a water agreement to run water up to Chapel Ridge is that in town. Attorney Messick said it was in the ETJ.

Commissioner Cotten called for the vote.

Vote Aye-4 Brooks/Bryan/Walker/Baldwin  
Nay-1 Cotten

**NEW BUSINESS**

**VOLUNTARY WATER CONSERVATION**

**Consideration of Voluntary Water Conservation Measures.**

**Excerpt of Minutes  
from August 7, 2007  
Commissioners  
meeting**

Proposed measures:

TOWN OF PITTSBORO  
VOLUNTARY WATER CONSERVATION MEASURES

The Town of Pittsboro asks citizens to conserve water by the following voluntary water conservation measures:

Outdoor water conservation measures include:

- Irrigate only when plants need water. Do not apply more than one inch of water per week.
- Avoid watering of impervious surfaces.
- Lawn watering should be limited by residences with even numbered addresses watering on Wednesdays, Fridays, and Sundays and residences with odd numbered addresses watering on Tuesdays, Thursdays, and Saturdays.
- Hand-held, hose-end watering devices are unrestricted.
- Watering by low-volume drip irrigation is unrestricted.
- Use compost with existing soil to create a favorable plant environment. Mulch landscape to retain moisture.
- Limit vehicle washing to minimum necessary.
- Use a broom or other non-water using devices to clean horizontal surfaces (such as sidewalks, decks, patios, driveways, or street and parking areas).
- Limit filling of swimming pools.
- Always use spring-loaded shut off valve, pistol-grip type hose nozzles.

Indoor water conservation measures include:

- Check for leaks in toilets and faucets and repair them immediately.
- Use shower for bathing and/or reduce the depth of water used for a tub bath. Take short showers.
- Do not keep faucets running while shaving, brushing teeth, or rinsing dishes.
- Install water-saving plumbing fixtures.
- Wash only full loads in clothes washers and dish washers or vary the water level setting to match the load if it is less than full.
- Do not use the toilet as a trash basket. Make every flush count.

Motion made by Commissioner Brooks to approve the measure as presented seconded by Commissioner Baldwin.

Mayor Voller said he would like to add that he thinks rain barrels are something that we should start encouraging as a town.

Vote    Aye-5    Nay-0