

**INFRASTRUCTURE ADVISORY COMMITTEE
THURSDAY, JANUARY 6, 2022 – 3:00 PM
ARTHUR CAMPBELL ROOM – MUNICIPAL BUILDING**

A meeting of the Infrastructure Advisory Committee was held on Thursday, January 6, 2022 at 3:00 pm in Arthur Campbell room in the Municipal Building.

MEMBERS PRESENT: Wayne Craig, Chair
 Vice Mayor Donna Quetsch
 Charlene Truhlik
 Janet Woolwine
 James Morani

MEMBER(S) ABSENT: Charlie Fugate

STAFF: Michael Surrett, Assistant Director of Public Works
 Tyler Vencill, Engineer
 Kevin Worley, Project Manager
 Mayana Rice, Director of Community Development
 Heagon Gill
 Kim Kingsley, Clerk

- B. Approval of minutes:
- December 9, 2021 minutes

On motion of Mr. Morani, seconded by Mrs. Woolwine, approved the December 9, 2021 minutes as presented.

The roll call was as follows:

Donna Quetsch	Aye
Charlene Truhlik	Aye
Janet Woolwine	Abstained (absent from meeting)
James Morani	Abstained (absent from meeting)
Charlie Fugate	Absent
Wayne Craig	Aye

- C. Discussion regarding proposed amended bylaws

On motion of Mrs. Truhlik, seconded by Mrs. Quetsch, approved Section 1 – Time and Place amendment to the bylaws as presented.

The roll call was as follows:

Donna Quetsch	Aye
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Charlene Truhlik	Aye
Janet Woolwine	Aye
James Morani	Aye
Charlie Fugate	Absent
Wayne Craig	Aye

D. Discussion of transportation, pedestrian and stormwater elements of Comprehensive Plan

Chair Craig stated that the Committee briefly discussed the possibility of infrastructure funding beyond what is available now at last month’s meeting. Mr. Craig felt that the Town needed to identify the needs now and apply for additional money available for infrastructure.

Director of Community Development Mayana Rice provided Council with pedestrian connection examples for bicycles and/or pedestrian masterplans from Alexandria and Stafford. Mrs. Rice stated that funding sources might include Mt. Rogers, MPO, and VDOT smart-portal. Mrs. Rice asked the Committee whether they would like to pursue one of these plans, and if so, which type and whether the Committee will wait on additional funding. Chair Craig suggested that the Committee consider preparing a similar plan and ask Council to include it in the Comprehensive Plan. Discussion ensued regarding a connectivity study and which areas to study, the fact that several neighborhoods are isolated as far as ingress/egress. Mr. Vencill discussed the possibility of a local road project by VDOT intended to alleviate emergencies on Exit 14-17-19. Chair Craig mentioned providing a roadway between Hillman Highway and East Main along A Street right-of-way and connecting to Norfolk Street, providing us with another railroad crossing.

On motion of Chair Craig, seconded by Mrs. Truhlik, recommend to staff and Town Council prepare a pedestrian, bicycle, transportation and stormwater plans and make those amendments to the Comprehensive Plan.

The roll call was as follows:

Donna Quetsch	Aye
Charlene Truhlik	Aye
Janet Woolwine	Aye
James Morani	Aye
Charlie Fugate	Absent
Wayne Craig	Aye

E. Discussion of priority infrastructure projects:

- East Main Street Flooding and **Item F. Report on Town Creek Flood Study were discussed together**

Mr. Vencill advised that the East Main Street is still in the flood study phase of the entire corridor of Town Creek. During a recent phone conference with AMT, they projected their recommendations based on the proposed project’s completion by the first of February.

Chair Craig noted that he was not satisfied with the progress of this task order and contract. Chair Craig shared his concerns that this was a \$2.0 million challenging project and suggested that a flood study was not needed to determine if a flood basin was needed.

Mr. Morani advised a discussion was held with one property owner to secure an appraisal. Discussion ensued that this matter needed to be completed by the end of January to move this project forward timely.

- Green Spring Road culvert replacement

Mr. Vencill advised that he was striving to get approval from property owners to enter property to perform surveys and boring soil samples to complete Phase 1A. Mr. Vencill advised that Phase 2 is a proposal to complete a repair/replacement of the culvert with a non-invasive rehab. Chair Craig questioned whether the Town has a task order to look at an alternative. Mr. Vencill responded in the affirmative and would be funded through Urban Maintenance. Discussion ensued concerning several property owners that may be involved. The engineering proposal to get the biddable plans to get a contractor to work was estimated to be approximately \$17,000.00. Chair Craig stated that it was not a long-term solution and that the Town should proceed with the design plans of relocation to be available in August. Mr. Vencill stated that the bore soil samples or analysis were; however they could continue with the design.

Mr. Morani advised that to replace the culvert that sufficient right-of-way was available to replace the culverts. Mr. Vencill stated that with a proposal converted to a task order by next week, bid time, and readily available materials should be completed before April.

- Creeper Trail trestle repairs (RFP)

Michael Surrett stated that staff met with counsel and agreed to look at the Town's trestles. Chair Craig questioned if the RFP was advertised. Kevin Worley stated that with the trail being in joint ownership with Town of Damascus, counsel is working on a Memo of Understanding for a maintenance agreement. When the RFP goes out, the Town will be solely responsible of maintaining the 12-mile section of the trail. We will coordinate to select the firm and construction company. Mr. Worley stated that the RFP should go out next week and plan to present to Council in March to award the contract. Chair Craig wanted to ensure there were no unnecessary impediments.

- Pecan Street – East Main Street intersection improvements

Michael Surrett stated that alternatives were received from RK&K, reviewed, and responded requesting that RK&K include Davenport's CTI and report back by January 17, 2022, with final recommendations by January 31, 2022. Discussion ensued regarding the proposed traffic signalization. It was noted that a public hearing might be needed.

- F. Report on Town Creek Flood Study (**SEE ITEM E – 1 FOR DISCUSSION**)
- G. Park Street update

Mr. Vencill announced that approved from Central office that all comments had been addressed and that the Town needed to submit a right-of-way 301 form, which was completed. Mr. Vencill stated that VDOT then requested a letter to open right-of-way phase, which was also sent, and he believed that the Town is in the right-of-way phase now. Chair Craig questioned whether we have proposals for VDOT certified right-of-ways. Mr. Vencill answered in the affirmative and needed to put into an executable contract, with all the other pieces in place to conduct a title search and hopeful of reaching out to property owners very soon.

H. Report on status of Ordinance prohibiting discharge of stormwater or groundwater to sanitary sewer

Town Manager Morani reminded the Committee that moving forward with the I&I ordinance at the November meeting was recommended. That proposed ordinance was sent to Woodard & Curran for review, and they have provided feedback. Those recommendations will be discussed in a conference call on Thursday with CHA. Chair Craig stated that the Committee felt that they included all recommendations necessary in the proposal.

Woodard & Curran employees Christopher Pritt, Project Manager; Ryan Sullivan, Area Manager; and Chris Rowe, Onboarding and Transition, introduced themselves.

Mr. Morani stated that April was an excellent time to get started and have a realistic timeframe in the previous discussion. Chair Craig stressed the importance of getting on the right path and completing. Mr. Morani stated that this is a Town project and will need to educate the public that this change is coming. Mr. Vencill stated that at the December 14 meeting, was announced that the Town application was approved for 50% principal forgiveness.

Chair Craig stated that he was in favor of getting rid of overflow, and staff needed to hold CHA committed, and we need to have a plan with measurable results to show DEQ that the Town is fixing the problem. Chair Craig stated that the grant is not free and that we do not need to waste money if the repairs cannot be made. Chair Craig further advised that the sewer system evaluation required two evaluations; both economic treatment vs. transport and treatment.

I. Discussion regarding project management

Town Manager stated that he would be meeting with staff, and there will be some training opportunities for project management moving forward, including tools and other support staff. Mr. Morani stated that people understand their roles more and work together vs. a committee, where no roles were defined.

Mr. Vencill and Mr. Morani gave a quick update regarding The Meadows. Mr. Vencill requested that uniform wayfinding signs be given consideration and discussed at the next meeting.

Mrs. Truhlik questioned the parking lot at the Farmers Market and the possibility of purchasing the adjoining parking lot.

Mrs. Woolwine questioned signage for Park Street identifying Arts & Cultural areas. Mr. Vencill requested that she bring imagery at the next meeting for discussion.

J. Next meeting scheduled for February 3, 2022 at 3:00 pm

K. Adjourned

Approved: _____