

**INFRASTRUCTURE ADVISORY COMMITTEE**  
**THURSDAY, FEBRUARY 2, 2023 – 3:00 pm**  
**ARTHUR CAMPBELL ROOM – MUNICIPAL BUILDING**

A meeting of the Infrastructure Advisory Committee was held on Thursday, February 2, 2023, at 3:00 pm in Arthur Campbell room in the Municipal Building.

MEMBERS PRESENT: Wayne Craig, Chair (arrived late)  
Vice Mayor Donna Quetsch  
Janet Woolwine  
Charlene Turhlik  
Charlie Fugate  
Michael Surrett, Director of Public Works

MEMBER(S) ABSENT:

STAFF: Kevin Worley, Project Manager  
Nancy Head, Secretary of IAC  
Megan Irwin, Contract Administrator  
Mike Cochran, Town Manager  
Mayana Rice, Assistant Town Manager

1. Call to Order: Mr. Michael Surrett, Director of Public Works
2. Approval of minutes:
  - December 1, 2022 Meeting

**On motion of Ms., Janet Woolwine, seconded by Ms. Charlene Thurlick, approved the December 1, 2022 minutes were approved as submitted.**

**Minutes were approved unanimously.**

3. Opening comments to the Infrastructure Advisory Committee- **Wayne Craig, Committee Chairman**
4. **Sanitary Sewer ES (SSES) Update- Michael Surrett, Director Public Works**
  - Project has now been submitted to DEQ for ARPA Fund consideration. If funded we will be able to address additional work identified by The Lane Group in this phase of the project. Notification of award should be in March 2023.
  - The Lane Group presented findings and Engineer Report to TOA Staff and Woodard and Curran Staff on Thursday, February 16, 2023. The Lane Group is taking the information and developing construction plans and bid documents for the project.

- A report was received from the Lane group; the Arrow Survey has been completed. They are in the process of completion of survey controls to be in the project design.
  - Phase 1 Whites Mill area, and phase 2, Court St area, and the Pecan Street area of the project is nearly completed for the study. These reports should be submitted to the Town by February 15, 2023.
  - The Lane Group has meet with DEQ regarding the step two portion of the project in phase 2 work. More information is expected from DEQ in April and May regarding forgiveness that we will be approved for on the VRA Loan that was submitted.
  - A conservation was had with Matt Lane of the Lane Group, the town creek sewer and the force main, has been submitted for the ARPA funds. Waiting on DEQ reply on funding. Estimating a March notification.
    - We are currently at 50% loan forgiveness.
    - We are waiting for additional funds to become available to see if we can get it to 75% forgiveness.
    - The town creek project, due to being shovel ready, has made it to the final table for funding. If approved, it would be funded 100% thru the state with ARPA funding.
5. **Sanitary Sewer Ordinance Update- *Mayana Rice, Assistant Town Manager***
- The Assistant Town Manager, Ms. Rice, is working closely with Cameron Bell, the Town Attorney, and the staff at Woodard & Curran.
  - A piece of the Sanitary Sewer language was shared with the Town Council at their retreat, about the need for updating the ordinances.
    - One of the discussions was concerning the nonpayment on sewer accounts.
      1. The current process is to suspend water service until a satisfactory payment has been made.
      2. The current code states, a lien can be placed on the property until payment has been satisfied. This would create a conflict between property owner and tenets who are not paying their sewer accounts.
    - We are working closely with Woodard & Curran and looking at other languages in the code. The Town Attorney, Mr. Bell is assisting with this, regarding limits to pretreatment and other streams of waste.
  - Once a draft is completed, it will be presented to the Infrastructure Advisory Committee for review and additional decisions.
6. **Valley Street Traffic Calming- *Mike Cochran, Town Manager***
- Plans presented to HPRB as an informational presentation since this will take place in the historic district. Meeting date February 1, 2023.

- Plans are to implement recommendations for stripping during Spring Pavement Marking.
- There was a public information meeting on February 1<sup>st</sup>, 2023, to go over the traffic engineering report.
- Chief Holbrook will be taking the study data and putting them into a different format.
- As an example; on a Tuesday in a 24-hour period, near the library section of Valley Street, we had the following results;
  - 7,301 cars
  - 121 cars were over at least 10 miles per hour.
  - 84 cars were over the speed limit between the hours of 7:00am to 10:00pm.
    1. Half of these were speeding at night, which would be less likely to have any issues.
    2. 2 cars were at 42 miles per hour and these were the highest speeds captured. All others were below the 42 miles per hour.
- There are also perception issues in this area. We are working towards a resolution on this issued to see what can be done. We have many crosswalks along Valley Street.
  - Some of the calming measures we could use are the flashing cross walks, radar signs, and an increased police presence.
- An inquiry was made at the meeting, regarding using Valley Street as a cut thru street and stopping this. Unfortunately, we are unable to stop this.
- We are not done with the traffic calming, and are still looking at all other options available, and as to what will work the best.

7. **Discussion on ARPA Funded Projects- Kevin Worley, Project Manager**

1. East Main Street Flood Mitigation- **Priority Project**- Michael Surret

a. **ARPA Funded Project- \$4 M**

- b. Survey and In-stream Inspection Work as well as the core sampling is finished.
- c. AMT has developed 30% Plans.
- d. AMT and Town Management meeting on Thursday, February 24, 2023 to discuss project status, timeline and next steps.
- e. The next step would be to AMT to develop the 60% plans.
- f. We will delay the timeline, in order to have availability for citizen input meeting.

2. Creeper Trail Trestle Repairs — **Priority Project**- Kevin Worley

a. **ARPA Funded Project- \$1.25 M**

b. Project Dates:

- a. January 30, 2023 – Published bid documents
- b. March 1, 2023 at 2:00 pm – Bids Due

- c. March 2, 2023 at 2:00 pm - Bid opening
- c. PROSIM will verify each submitted bid and present recommendation to Town for award.
- d. Notice of Award will be requested at the April 3, 2023 Council Meeting.
- e. Contract and Notice to proceed will be finalized following Council Award.

8. **Discussion on Infrastructure Projects- See Memorandum of Progress Report**

- **Green Springs Road Pedestrian Traffic** - During a conference call with AMT, who is the design-engineering firm for this project. We have requested them to look into ways of adding pedestrian facilities along Green Spring Road. We had conversations with Charles Robinson this afternoon and they are hopeful to have some additional information on this next week. With some cost estimates and concepts ideas on how we can incorporate pedestrian traffic.

9. Items not on the agenda.

- **Ms Turhlik inquired as to when the traffic lights are going to be coordinated with the emergency equipment.**
  - Mr. Surret has received some information from VDOT for this project and they will be putting it out for bid on April 11, 2023. Ms Turlick asked if this would include the Main and Pecan Street light as well. Yes, it should be upgraded with this project.
- **Mr. Craig inquired about the Creeper Trail Repairs.**
  - Mr. Worley provided the information about the purposed work to be done as well as the budget.
- **Mr. Fugate inquired about the annual bridge inspections, and what it entailed.**
  - This includes two bridges and seven culverts. These inspections are on twenty-four months cycles. Last year we had five inspected, this year we have four during this physical year. After these have been inspected, the inspections are provided to the town, and then we forward to VDOT. At this time, all of our inspections came in at six and over. The scale for five to six is fair and seven and above is good.
- **Ms. Truhlik inquired about the status of the Pump Track.**
  - We are moving forward with the project.
- A discussion ensued regarding sidewalk repairs.
- A discussion ensued about the infrastructure of the pump station in South View Estates, and the need for stabilizing it, along with the new construction of a new pump station for that location.

Meeting was adjourned.

Approved: \_\_\_\_\_