



## INFRASTRUCTURE ADVISORY COMMITTEE

Thursday, March 2, 2023 – 3:00 PM

ARTHUR CAMPBELL ROOM

### AGENDA

Call to Order

Approval of Minutes- February 2, 2022 Meeting

Opening comments to the Infrastructure Advisory Committee- **Wayne Craig, Committee Chairman**

FY24 Capital Improvement Submissions- **Michael Surrett, Director Public Works**

Discussion Paving and Sidewalk Projects- **Kevin Worley, Project Manager**

Discussion Green Spring Road Project- **Wayne Craig, Committee Chairman**

Reports on Infrastructure Projects- **See Memorandum of Progress Report**

Items not on the agenda

Adjournment

**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., Charlene Thurlick, 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 Assitant 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. Surrett 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: \_\_\_\_\_

Memorandum of Progress Report:

Project Updates:

1. East Main Street Flood Mitigation- **Priority Project**- Michael Surrett
  - a. **ARPA Funded Project- \$4 M**
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  - 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.
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
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    - c. March 2, 2023 at 2:00 pm - Bid opening
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  - 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.
3. Intersection of Pecan and Main Signal Light- **Priority Project**- Michael Surrett
  - a. VDOT Smart Scale Project to upgrade signalization through Abingdon was awarded and this intersection will be upgraded as part of the overall project.
  - b. This project will advertise in Spring of 2023.
4. Sanitary Sewer ES Update- Michael Surrett
  - a. 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.
  - b. 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.
5. Wolf Creek Water Reclamation Facility
  - a. The Lane Group engaged through Task Order to conduct Preliminary Engineering Report (PER) for the wastewater treatment plant.
  - b. The Lane Group estimates delivery of the PER March 2023.
  - c. Task Order still on track.
6. I/I Program Update- Chris Pritt
  - a. The Lane Group currently working on SSES work for the Town.
7. East Main Street Sidewalk, Smart Scale — Kevin Worley
  - a. VDOT Smart Scale Project- \$248,000 REVISED Engineers Estimate December 2022. Project is fully funded through VDOT HSIP Funding.
  - b. ALL requested items in accordance with VDOT LAP Manual have been submitted and approved by VDOT Staff. LAP 402A Form submitted for approval.
  - c. Letter from Town of Abingdon requesting authorization to advertise has been submitted to VDOT awaiting approval.
  - d. Once approved we will be ready to advertise in April 2023.

8. Asphalt Resurfacing— Michael Surrett
  - a. VDOT State of Good Repair Program award from VDOT for **\$1.112 M** for three road sections.
  - b. East Main Street, Jonesboro Road agreements executed.
  - c. West Main Street Completed
9. Park Street Right Way Acquisition- Kevin Worley
  - a. VDOT Urban Project Funds- \$1.7 M
  - b. ROW acquisition and negotiations continues by 3B for property and construction easements. We still waiting on signed options from 2 parcels in the project scope. Contact has been made by Town Staff as well as consultants on the status of the paperwork.
  - c. Right of Way plans have been submitted to VDOT for review. All the submitted documents have been approved to date.
  - d. Bid documents are being developed based on revised scope and add alternates.
10. Exit 19 Force Main Project – Michael Surrett
  - a. Project is at 100% Plans and awaiting dates to advertise.
  - b. Application submitted to DEQ for available ARPA funds. Waiting on DEQ reply on funding. Estimating a March notification.
11. Splash Pad- Kevin Worley
  - a. Water testing and winterization completed. Need to install pressure reducer inline prior to April start up.
  - b. Grounds crew prepping site with topsoil and making it ready for spring 2023 opening.
  - c. Additional sidewalk sections to be install by spring 2023
  - d. Meeting with Rotary and Town Staff on February 15, 2023 to discuss location of benches and Rotary symbol.
  - e. On track for Memorial Day Weekend dedication and opening.
12. Valley Street Traffic Calming- Michael Surrett
  - a. Plans presented to HPRB as an informational presentation since this will take place in the historic district. Meeting date February 1, 2023.
  - b. Plans are to implement recommendations for stripping during Spring Pavement Marking.
13. Sidewalk Projects- Public Works
  - a. February 22, 2023 – Project scope expanded because of additional Urban Maintenance Fund allocation by the Town. Specific concrete sections, brick-on-sand and brick-on-concrete sidewalk areas will all be addressed in the Invitation to Bid.
  - b. Bid documents are being finalized to be released for bidding in March 2023.
  - c. Project for spring 2023
14. VDOT Systemic Safety Initiatives – Highway Safety Improvement Program (HSIP) Funding
  - a. Combined team effort to identify, gather data and complete applications for 3 potential projects for the Town of Abingdon.
    - i High Visibility Signal Backplates
    - ii Curve Delineation
    - iii Flashing Yellow Arrow
  - b. February 17, 2023 – Notification Email from VDOT that our Smart Portal Application has been selected for funding and will be sent to the Commonwealth Transportation Board for approval at the February meeting. Project scored a 78/100.
  - c. Project funds will be made available in FY 2024.

15. Town Creek Sewer Project

- a. Project is at 100% Plans and awaiting dates to advertise.
- b. Application submitted to DEQ for available ARPA funds. Waiting on DEQ reply on funding. Estimating a March notification.
- c. Project has made it through first round of reviews.

16. Green Spring Road and Pedestrian Facilities

- a. December 15, 2022 – Virtual Meeting with AMT to discuss project parameters. Exploring options and cost estimates for adding pedestrian facilities along the Green Spring Road corridor. Should have information back from AMT in mid-January.
- b. February 10, 2023 - Report from AMT was received and reviewed by Town Staff. Engineering Estimate for the project \$2.315 million.

17. Urban Maintenance Inventory

- a. Staff have prepared an updated list of streets for VDOT to review to be incorporated into the Urban Maintenance Inventory. Once streets are incorporated into the VDOT system the Town will receive additional Urban Maintenance funds for maintaining these streets and right of way.
- b. April 2023 - Notification of acceptance should be released by VDOT.

18. Bridge and Culvert Repairs- Kevin Worley

- a. Project moved to Fall 2023 due to timeline and bidding requirements. Funding will come from Annual Urban Maintenance Funds.
- b. Securing engineering services from on-call firm, The Lane Group, to assist with developing plans and bid documents based on Annual Bridge Inspection Reports.

19. Annual Bridge Inspections

- a. Schwartz and Associates completed our annual bridge inspections. Final report has been received by the Town. Copy of the report has been submitted to VDOT.
- b. Findings of this report will be used to develop Bridge Repair project for the Spring of 2023.

20. SSES Task Order for CHA for Porter Field Highway Metershed

- a. CHA conducting CCTV work and manhole inspections in the area.
- b. TOA assisting with additional data collection for water usage to be sent to CHA as part of the final report.
- c. Final PER report of the findings will be delivered by end of February 2023.

21. Annual Street Paving

- a. Street Condition Report being finalized for roads to be selected for Spring 2023 Paving.
- b. March 2023 - ITB to be finalized and released with updated Bid Schedule.

22. Annual Pavement Marking

- a. Clatterbuck Pavement Marking is secured under contract to conduct work Spring 2023.
- b. Work schedule is being finalized with additional work on Valley Street as part of the Traffic Calming Plan in conjunction with R,K & K.

**CAPITAL IMPROVEMENT PLAN (CIP)**

FUND	Department:	Project	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Total	Comments
General	PW - Admin	Infrastructure Master Plan (Streets, Wastewater, Transportation, Pedestrian)	\$70,000	\$70,000	\$70,000	\$0	\$0	\$210,000	
General	PW - Admin	Town Wide Connectivity Study (Roads & Streets)	\$0	\$46,875	\$46,875	\$46,875	\$46,875	\$187,500	
<b>Public Works - Admin</b>			<b>\$70,000</b>	<b>\$116,875</b>	<b>\$116,875</b>	<b>\$46,875</b>	<b>\$46,875</b>	<b>\$397,500</b>	

**CAPITAL IMPROVEMENT PLAN (CIP)**

FUND	Department:	Project	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Total	Comments
Grant/General	PW - Street	Clark Street Sidewalk	\$0	\$0	\$70,000	\$50,000	\$0	\$120,000	VDOT Programs Application
Grant/General	PW - Street	Boone Street Sidewalk	\$161,000	\$1,131,050	\$0	\$0	\$0	\$1,292,050	VDOT Programs Application
Grant/General	PW - Street	West Main Street Sidewalk	\$100,000	\$60,000	\$0	\$450,000	\$0	\$610,000	VDOT Programs Application
Grant/General	PW - Street	Green Spring Connector	\$0	\$100,000	\$950,000	\$0	\$0	\$1,050,000	VDOT Programs Application
Grant/General	PW - Street	East Main Street Sidewalk	\$184,000	\$0	\$0	\$0	\$0	\$184,000	\$184,000 VDOT Smart Scale Funded
Grant/General	PW - Street	East Main & Pecan Intersection	\$25,000	\$200,000	\$0	\$0	\$0	\$225,000	Defer due to VDOT signalization project
<b>PW STREET TOTAL</b>			<b>\$470,000</b>	<b>\$1,491,050</b>	<b>\$1,020,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$3,481,050</b>	

FUND	Department:	Project	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Total	Comments
Enterprise	WCWRF-Plant	AERATION BASIN AND PRIMARY TREATMENT PLUMBING	\$330,000	\$0	\$0	\$165,000	\$0	\$495,000	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	AMMONIA TREATMENT EQUIPMENT	\$0	\$0	\$0	\$343,750	\$0	\$343,750	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	DO,ORP,Ph METER REPLACEMENTS	\$82,500	\$0	\$0	\$0	\$0	\$82,500	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	ENGINEERING PLANS FOR PLANT UPGRADE	\$0	\$275,000	\$0	\$0	\$0	\$275,000	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	ENGINEERING STUDY TO EVALUATE THE SPECIAL WASTE BUILDING	\$0	\$226,875	\$0	\$0	\$0	\$226,875	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	PRIMARY DIGESTER MAINTENANCE	\$122,959	\$0	\$122,959	\$0	\$0	\$245,918	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	REPLACEMENT OF OLDER CENTRIFUGE	\$0	\$0	\$0	\$577,500	\$0	\$577,500	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	SECOND TERTIARY FILTER	\$715,000	\$0	\$0	\$0	\$0	\$715,000	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	SECONDARY CLARIFIERS	\$0	\$0	\$202,125	\$0	\$0	\$202,125	Funded by Enterprise Funds or Grant
Enterprise	WCWRF-Plant	UPGRADE UV DISINFECTION SYSTEM	\$515,625	\$0	\$0	\$0	\$0	\$515,625	Funded by Enterprise Funds or Grant
<b>WCWRF PLANT TOTAL</b>			<b>\$1,766,084</b>	<b>\$501,875</b>	<b>\$325,084</b>	<b>\$1,086,250</b>	<b>\$0</b>	<b>\$3,679,293</b>	

FUND	Department:	Project	FY23/24	FY24/25	FY25/26	FY26/27	FY26/27	Total	Comments
Grant	WCWRF-Collections	FORCE MAIN UPGRADE - SOUTHVIEW	\$1,100,000	\$0	\$0	\$0	\$0	\$1,100,000	DEQ ARPA Fund Application Submitted
Grant	WCWRF-Collections	System-Wide Sewer System Improvements - Phase 1	\$27,617	\$27,617	\$27,617	\$27,617	\$0	\$110,468	\$3,314,000 CWRLF-Existing SSES Project. 75% Loan Forgiveness- 30 Yr
Grant	WCWRF-Collections	System-Wide Sewer System Improvements - Phase 2	\$316,733	\$316,733	\$316,733	\$316,733	\$0	\$1,266,932	\$9,502,000 CWRLF-Existing SSES Project- Principle Foregiveness Pending- 30 Yr
	WCWRF-Collections	Southview Pump Station Replacement	\$25,000	\$300,000	\$400,000	\$450,000	\$0	\$1,175,000	Funded by Enterprise Funds or Grant
<b>WCWRF COLLECTIONS TOTAL</b>			<b>\$1,469,350</b>	<b>\$644,350</b>	<b>\$744,350</b>	<b>\$794,350</b>	<b>\$0</b>	<b>\$3,652,400</b>	

<b>WCWRF FUNDED TOTAL</b>			<b>\$3,235,434</b>	<b>\$1,146,225</b>	<b>\$1,069,434</b>	<b>\$1,880,600</b>	<b>\$0</b>	<b>\$11,210,243</b>	
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