

MEMORANDUM

TO: J. D. Puckett, Supervisor
 Hugh W. Rosser, Supervisor
 R. David Laurell, County Administrator
 C. Todd Moore, Assistant Director, Public Works
 Early Pribble, Deputy Director, Landfill
 Doug Guthrie, Deputy Director, Maintenance

FROM: Clifton M. Tweedy, P.E. Deputy County Administrator / Public Works Director

SUBJECT: Public Works Committee Meeting Minutes

DATE: January 22, 2008

 The following topics were discussed at the Public Works Committee Meeting held on Tuesday, January 22, 2008, in the Haberer Building Board Level Conference Room. If you have any questions or comments, please do not hesitate to let me know.

PROJECTS

STREET DESIGN – The County received seven general contractors' bids for the construction of the Master Plan Phase I roads (Carden/Moseley). Bids came in well under projected cost. Key Construction out of South Boston was the lowest bidder and the Board will be requested to award the bid at its next BOS meeting. There are funds allocated for this project with VDOT sharing in 50 percent of the cost. Construction is projected to begin this fall. Assistant Director, Todd Moore, will contact VDOT to inquire as to when the traffic signal will be installed at the intersection of Village Highway and Carden Lane. Public Works Director informed the committee he was approached by the property owner of the ½ acre (closed pharmacy building) adjacent to the County's property. Property owner was interested in selling the property for significantly more than the assessed value to which the Director respectfully declined.

PHASE I MASTER PLAN: Phase I consists of a number of facility improvements including the construction of the **Citizens Services Building** which will house the Treasurer, Commissioner of Revenue and Community Development. Insight from the Judges as well as the employees that will be affected by the Phase I project was very helpful. The project is expected to be out for bid by the first of March 2008. The timing (bidding) of such projects is very good since construction prices are lower than those projected two years ago. Public Works Director will bring this back before the Board in mid-April 2008.

REGIONAL LANDFILL: The cities of Lynchburg and Bedford and the counties of Nelson and Campbell are expected to participate in a Regional Services Authority to manage solid waste. The first Regional Landfill Authority meeting will be held on January 31, 2007. Details are still being reviewed. Landfill Supervisor states he is encouraging Landfill employees to apply for vacant positions within the County and/or Authority. Heavy Equipment operators are planning to go with the Authority. The Authority will operate the Landfill and will transition

into the other aspects of landfill operations such as transfer site operations, recycling and bulk items.

CITIZEN SOLID WASTE SERVICES: A Code Changes for Transfer Sites memorandum was distributed to the Committee. The memo listed several areas of concerns that need to be addressed by the Board concerning the use of County Transfer Sites. With a significant amount of residential trash being accepted at the newly manned Landfill Transfer Site – Landfill will need to control the types of trash taken to minimize hauling costs. The memo requests BOS to address the issues and change the respective code(s) as soon as possible in order to operate the Transfer Sites more cost effectively. Supervisor Puckett commented on the litter on side of Highway 501 near the Brookneal Transfer site.

TRANSFER SITES IMPROVEMENTS: Four transfer sites are slated this year to have gates installed with four more the following year until all sites are gated. Improved transfer site signage has been installed at each site (less Landfill site). The standardized sign(s) identifies the location and improves the overall aesthetics to the site entrance. Funds are also allocated to continue to improve the signage at the transfer sites.

REMEDIATION PROJECT: The County is working towards mediation. The Royals' are supportive of this and a meeting is schedule for the first week in April 2008. The remediation system continues to work with few interruptions. The County continues to be pro-active in its treatment of groundwater.

CONCORD ELEMENTARY: The site has been cleared and the majority of issues have been worked out. Public Works Director plans to attend the meetings and will keep the Committee informed of the construction progress. The Concord waterline project should be completed by 2009 to support the opening of the expanded School.

IN-HOUSE CONSTRUCTION GROUP: The group would consist of two current employees from the Landfill. They will manage small earth moving projects and Transfer site operations. Economic Development and Recreation has already a list of projects for the crew. With the scores of projects already pending the Board may consider allocating funds for part-time help. There is a cost savings to the implementation of this group.

LIVESTOCK ROAD: Livestock Road is near completion. Progress was hindered because the Bonds had to be resubmitted by the developer. Supervisor Rosser inquired if building the road was necessary and feels like it will not be beneficial. Signage will be installed to alert motorist/drivers to new entrance location to Landfill.

SOCIAL SERVICES BLDG PROJECTS: Owens Building has completed the floor reinforcement and a portion of the High Density Filing system has been installed. **ELEVATOR:** Thyssen Krump's demolition crew is tearing out old elevator system. The elevator unit is expected mid February and completion of the installation is projected April 1, 2008.

ALTERNATE PSAP: Brookneal Rescue Squad building was selected to be the alternate PSAP site. Robertson Construction was lowest bidder and was awarded the contract. The studs, walls

and heat pump are in and awaiting inspections. Project is expected to be completed in the next six weeks. Funds have been allocated for this project.

HVAC LIBRARY/SCHOOL ADMINISTRATION: CCI, Inc. is currently installing HVAC unit in the School Administration/Library building and the project is on schedule. Subcontractor, Mechanical Maintenance, will address the issue School Administration is having with its comfort level. Installation should be completed in six weeks.

HISTORIC COURTHOUSE: Roofing contractors who have inspected the Historic Courthouse's roof all agree the roof is beyond repair and needs replacement. Preliminary estimates range from \$38,000 - \$52,000 to replace the roof on the Historic Courthouse. Funds are currently allocated in the CIP for a HVAC system for the Historic Courthouse. Committee supports using these funds for roof replacement. For preservation purposes, the two willow oaks located in front of the Historic Courthouse will be professionally pruned and not removed. The benches are in dire need of repair and refinishing and funds are allocated for this. Mini blinds will be installed in the windows to combat the sun's rays and fluctuating temperatures. Public Works will continue to research options for this ongoing project to upgrade this facility.

SENECA STORMWATER POND: Wiley and Wilson agreed to absorb the cost of reestablishing the perennial stream that the retention pond was constructed in. The location is in violation of the Army Corp of Engineers guidelines. A meeting is scheduled for Thursday to begin the project.

MAINTENANCE TRUCK PURCHASE: Funds are allocated in the CIP to purchase a dump truck. Public Works Director requests to use the funds to purchase an extended cab, ¾ ton truck instead. It has been determined the truck would be more cost effective due to its dual capacity for utilization. Truck can provide transportation for park/grounds equipment as well as park/custodial staff. Supervisor Rosser suggested Maintenance to check factory incentives on such trucks.

MAINTENANCE

SMALL PROJECTS: ALTAVISTA ARMORY: There are serious maintenance problems with the Altavista Armory. The roof, boiler, plumbing, electrical and overall exterior appearance are in dire need of repair or replacement. Cost to replace/repair would be into the hundreds of thousands of dollars for this building. County Administrator reminded the Committee the County does not own the building and the Federal Government denied the request to purchase it. Three options were discussed as possible remedies: increase the rental deposit; continue to utilize the building until the boiler system is inoperable; continue to use the building for the routine meetings but discontinue renting the building for private purposes such as wedding receptions or reunions. Supervisor Rosser suggested Public Works Director to talk with the Town of Altavista to see if it would share in the cost of maintenance and to check with Recreation on the deposit policy. The Public Works Director will continue to keep the Committee and the Board apprised of issues as they develop. **PERSONNEL:** Maintenance is currently advertising for a full-time Parks/Grounds position and in February it will be advertising for a full time Custodian. Vacancies are due to a resignation and a retirement.

LANDFILL

SMALL PROJECTS / NEW BUSINESS / PERSONNEL: FIRING RANGE: Preliminary plans are underway for the construction of a firing range on the property adjacent to Phase IV. Twenty acres of pine and a 25 foot wall will act as buffers. Sheriff's department has limited access to the Lynchburg Firing Range. Supervisor Rosser questioned why this project wasn't considered on a Regional level. Supervisor Puckett stated he was in favor of a smaller, manageable/controlled area than a larger one. Supervisor Rosser warned of the numerous complaints the county would bound to receive from home/property owners. Supervisor Rosser requested the Public Works Director to find out what other Regions and Counties are doing about Firing Ranges. **AN ACCESS** road is planned to be constructed on the back property (Arthur property) of the Landfill. Currently forty acres are being rented out for agricultural purposes. The Lessee will be given a thirty days notice to vacate the property and remove his equipment and cattle. Public Works Director request funds to be moved up for this project.

OTHER BUSINESS

RUSTBURG-CONCORD WATER LINE: Public Works Director informed the Committee that the excess material removed from the lay day area (seven mile trench) of the waterline is estimated to exceed one thousand cubic yards. The Contractor wants to know where to dispose of this material (dirt). A suggestion was made to use the excess material as fill dirt at the Abbott- Duncan property. As soon as weather conditions allow, the In-House crew could level it. Committee supports the idea and Supervisor Rosser requested Public Works Director to notify Supervisor Pendleton (Rustburg District) of its intentions.

REMINDER

The next Public Works Committee Meeting is scheduled for **Monday, March 17, 2008**, at 11:00 am in the Haberer Building's Board level (basement) conference room.