

MEMORANDUM

TO: Hugh T. Pendleton, Rustburg District Supervisor
 J. D. Puckett, Brookneal District Supervisor
 R. David Laurell, County Administrator
 C. Todd Moore, Assistant Director, Public Works
 Early Pribble, Deputy Director, Landfill
 Doug Guthrie, Deputy Director, Maintenance
 Paul Harvey, Director of Community Development
 J. Michael Davidson, Director of Economic Development

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

SUBJECT: Public Works/Community & Economic Development Committee Meeting Minutes

DATE: August 2, 2011

The following topics were discussed at the Public Works/Community and Economic Development Committee Meeting held on Tuesday, August 2, 2011 in the Haberer Building Multi-Purpose Room. Mike Davidson and Doug Guthrie were absent. Brandon Turner, Economic Development Program Manager, represented Economic Development. If you have any questions or comments, please do not hesitate to let me know.

Public Works/Community & Economic Development (CED) Committee

Department Reports

Public Works

Phase I Master Plan Construction Update: Assistant Director of Public Works, Todd Moore, reports the blemishes on the CSB and Courthouse roofs have been repaired. Contractor will be repairing the fallen signs next week. Contractor and Public Works continue to search and repair openings in the attic that may allow a stray bird to enter. Once the punch list is completed, the county will release the remaining funds.

Gladys Elementary Future Planning Project: A community meeting was held on May 12, 2011 at 7:00 pm at the Gladys Volunteer Fire Dept to get feedback from residents on the future of Gladys Elementary School (GES). Public Works Director presented a power point presentation outlining the issues and options regarding GES. Request for Bids (RFPs) went out to several prospective parties. Only two responses were returned. Public Works Director stated the proposals didn't entirely meet the criteria in the RFP. He plans to meet with Brookneal District Supervisor, J.D. Puckett, and then bring it back before the Board in September for further guidance and direction on the matter.

Stormwater Compliance Update: U. S. Environmental Protection Agency (EPA) has lowered the total maximum load of contaminants to the Chesapeake Bay. EPA biannual milestones must

start being met by January 2014. The Department of Conservation and Recreation (DCR) and Department of Environmental Quality (DEQ) are responsible for state and local compliance with the Federal Clean Water Act through the EPA. DCR/DEQ is required to develop Total Maximum Daily Load (TMDL) studies and implementation strategies for all impaired waterways that do not meet water quality standards for certain pollutants. PW Director stated this mandate will be very expensive to every locality and the county should move forward to develop an overall objective on planning and implementation. He projects the urban areas will be hit the hardest. PW Director plans to approach the Board in October to get permission to purchase an impervious map from the State. Supervisor Puckett would like to see updated information on Campbell County's agriculture land use. PW Director stated the County is part of the Regional Waste Water and could share the expense of upgrades. Mr. Tweedy will continue to attend Regional meetings and present his findings to the Board.

Architectural/Engineering Request for Proposal Update: The County received nine responses to its RFP for A&E services. The proposals have been ranked and short listed. Supervisors were invited to sit in on the panel interviews scheduled for later this month.

Public Works Energy Savings: PW Director is familiar with an energy savings option where a firm can evaluate County buildings for energy savings measures. After its review and research it would give the County an estimate on how much it would cost to do the improvements to save energy. The Director would like to see the schools participate to make the option more economical since the issue is maximum square footage. Currently the firms doing this type of work are not interested without the inclusion of several school buildings. The county has been proactive on its own with energy saving measures such as replacing windows and updating HVAC controls. PW Director will bring this back to the Board at a future date as things develop.

Maintenance

HVAC Repairs: There have been routine repairs to the cooling systems in the county complex. The Court Services unit has control and age issues and is not due for replacement for another three-four years. Maintenance will continue to do "patch work" to the system. Public Works Director stated if a major problem occurs then it would be brought back before the Board for additional funding.

Project Update: Maintenance is working closely with Recreation for the upcoming Heritage Festival schedule for August 6, 2011.

Landfill/In-House Construction

Region 2000 Planning Update: Region 2000, Draper Aden and VDOT engineers met on July 15, 2011 to review and correct plans. VDOT noted a traffic light is not warranted at the intersection of Calohan Road and Livestock Road. There is not enough stacking available in the left turn lane on Route 29 south during peak times. VDOT will provide cost estimate to extend the lane. A copy of the final traffic study will be given to Board for review. Region 2000 is working closely with its engineering firm, Draper Aden in finalizing the plat. The plat will show

the separation of the land as well as the locations of the new facilities and easements. A public hearing will be held this fall to declare part of the property surplus in order to transfer part of the Landfill to the Regional Services Authority. An agreement has been drafted for the plat and the county is waiting on a letter from VDOT after its review/approval. Region 2000 has awarded its building contractors and not aware of any design problems. The Regional landfill is projected to start operations in March, 2012.

Engineering Compliance: Virginia Department of Environmental Quality (DEQ) has made changes with the concentration limits of constituents. Campbell County is planning to expand the current treatment system to deal with low level contaminants along the stream to the south and east. PW Director handed out a groundwater extraction and treatment system schedule showing tasks and the projected implementation dates for each task. The total cost of the project will be in the \$600,000 range. Director emphasized compliance will be an ongoing and long term effort. It will be very expensive and require a fair amount of monitoring and corrective measures. One option for significant operational cost savings would be if the County could pump directly into CCUSA's utilities using only 25 percent of its capacity along Route 29. PW Director reiterated the County will be spending money in the next 18 months to take care of the contamination. Once the new wells are installed and comparisons can be made it will continue to be an ongoing and expensive project. PW Director is continuing to ask questions and work with SCS Engineers to adhere to the changes.

Long Mountain Park: The road and grading are completed and the seeding on the first field did not take due to weather factors. It may be necessary to request more funding for re-seeding. Recreational activities are projected to begin in the fall of 2012.

English Park: VDOT and Haymes' road crews are scheduled to begin road construction next week. In House will clean up the side of the creek. N&S Railroad has required the County to install fencing, plants and a safety structure to cover the road/path that will pass under the trestle. Recreation/VDOT secured a grant that will help offset some of the County's cost on the construction of the road. PW and Recreation is rechecking the estimates in order to stay within its budget. Asst. Director of PW was instructed to contact Altavista's Public Works Director regarding the installation of guardrails or guard posts. Asst. Director continues to work with the railroad and recreation.

Safety Barrier Bid: For insurance and safety measures a safety barrier will be installed at the top of the bulk cans retaining wall at Campbell County's Landfill center. The barrier should protect residents from falling over into the can or onto the concrete. This was previously discussed with the Committee but action delayed. It must be installed to prevent future accidents. There was only one bid from Owen Building, Inc. The information is in today's board book. Funds have been allocated for this unforeseen project. In House Construction reported rails were stolen from the Hodges transfer site. Due to the increase market value for metal, the rails are being targeted for recycling. Supervisors inquired if there was a way to prevent the stealing – one suggestion was to mark the metal or paint them in bright colors. The cycling company said it was virtually impossible to monitor incoming material.

Community & Economic Development

Matters from the Director of Community Development

Mr. Harvey informed members that Community Development has had a limited number of requests and there are none on the BOS agenda for today. There are no zoning or public hearings in the forth coming months and CED is considering consolidating its November meeting with the first meeting date in December. Building permits are fairly steady – but are small scale such as decks and porches. There were no requests for subdivisions. Director handed out its Campbell County Rezoning and Special Use Permit Requests Final Action Taken in FY 2011 report and reviewed it with the committee. Mr. Harvey stated he will inform the members if CED decides to consolidate the upcoming meetings.

Matters from the Director of Economic Development

Mr. Turner first provided members an update on ongoing projects. He first discussed the Industrial Prospect activity. Mr. Turner cited the prospect activities continue to be good but some projects have specific requirements that are hard to meet. The department is currently working with a state prospect as well as with several existing businesses on potential expansion projects. There have been three responses submitted to WEDA prospects since January. Through WEDA the County has better access to information and receives more project requests than from the state. Mr. Turner reiterated the benefits of being a member of this organization.

Mr. Turner next informed the committee on its marketing strategy. The department will continue using the following strategies: use the web site as the focal piece of its marketing, continue to do minor print advertising, continue the relationship with WEDA/Site Selection Network and regional partnership with Region 2000 and VEDP. The Economic Director plans to attend the National Plastics Exposition trade show and work on measurement matrix for effectiveness of marketing/advertising efforts. Econ Dev has also developed a marketing partnership/alliance with the city of Lynchburg's Econ Dev office. In doing so Campbell County upgraded its package with WEDA to Elite status. There is an extra cost of \$1,700 for the remainder of this year and Lynchburg is paying this. The cost will be \$8,500 next year and the two offices will split the cost. Currently Econ Dev pays \$4,950 for its one year membership at a lower status. The elite package includes extra services such as: ability to attend all trade shows WEDA attends at no charge, unlimited real estate listings on WEDA's property search listing for 12 months, one national spotlight in Business Development Outlook Magazine, one year of banner advertising on WEDA's website; and the ability to attend WEDA's national networking dinners at no charge.

Mr. Turner updated the committee on the Seneca Commerce Park - sewer. He reports Phase I construction of a force main sewer line will be completed in August. The installation of a pump station (Phase II) and the installation of gravity lines (Phase III) will be combined into one construction project. Grant funding has been secured and the bid is expected to go out the first of 2012.

Mr. Turner then informed the Committee on the agriculture commodity storage projects. Campbell County is the administrative agent for the regional \$400,000 Tobacco Commission

grant in which seventeen counties participate. The grant provides farmers some reimbursement for grain bins, feed storage bins, and hay storage sheds. The next grant submittal date for Agri-business funds is in October. The Extension Agents from the participating counties are meeting to determine what they want to apply for in the next grant cycle.

Mr. Turner next discussed tourism stating the County joined the Lynchburg Regional Convention and Visitors Bureau in a Tourism Alliance. The effort will allow better use of the limited marketing funds and take advantage of the Tourism marketing experience of the Lynchburg Regional Convention and Visitors Bureau. The County continues to participate in the Fish Virginia First initiative which is marketing the fishing resources of the southern portion of Virginia.

Mr. Turner then reviewed unemployment comparison rates. The report shows the County's unemployment rate as of May 2011 was 6.2%. This figure is well below the national rate and is nine tenths down from the last meeting in February 2011. The Committee had no questions for Mr. Turner.

Mr. Turner noted there were no closed session items and with nothing further presented for consideration, the Public Works/Community and Economic Development Committee adjourned at 3:30 p.m.

REMINDER

The next Public Works and Community and Economic Development Committee Meeting is scheduled for ***Tuesday, November 1, 2011 @ 2:30 PM*** in the Haberer Building's board level Multi-Purpose Room.