

**PUBLIC WORKS  
AGENDA  
May 18th 2017  
4:00 P.M.**

I. Agenda Changes

II. Adoption of Minutes

1 April 20th 2017

III. Water Rates & Future Capital Needs

IV. Library Ceiling

V. Bike Trail Repairs

VI. General Information

1 Safe Routes to School

2 Paul White Development – Sturtz Lane

3 4 Way-Stop at the Post Office

VII. Town Council Agenda

VIII. Next Meeting Date: June 15th, 2017

IX. Adjournment

**PUBLIC WORKS  
MINUTES  
May 18th 2017**

Chris Vincent called the meeting to order at 4:00 P.M. Committee members present included Chris Vincent, Chairman and Robert Lawrence.

Also Present: Jim Hudson, Mayor; John Edwards, Town Manager; Karen Barrow, Town Clerk; Holly McGowan, Director of Community Development and Walt Feurer, Director of Public Works.

**I. Agenda Changes**

There were no changes to the agenda.

**II. Adoption of Minutes**

1 April 20<sup>th</sup>, 2017

Mr. Lawrence made a motion to adopt the minutes as presented, seconded by Mr. Vincent. Upon a unanimous vote, the motion was approved.

**III. Water Rates & Future Capital Needs**

Mr. Edwards advised that this year the water fund is using a little over \$90,000 from the undesignated fund balance. The revenue in the water fund is not covering all of the expenses but it is covering the operating expenses. The current balance in the undesignated fund balance is approximately \$250,000. Over the next 20 years Town Staff are projecting approximately \$900,000 of Capital Improvement Projects to the water system. In order to build the reserve to cover some of the Capital Improvements we would need to have a rate increase of approximately \$6.70 for ten years to build up the fund, providing there were no other expenses during this time we would establish enough funds to pay for half of the work.

Mr. Hudson asked if the increase would be \$6.70 per billing period per connection.

Mr. Edwards advised yes and that there are several different options to adjust the water rate.

Walt Feurer advised that 3 or 4 years ago there was a big increase of \$14 per connection. By reviewing the issue now it would prevent a drastic increase and provide better options.

Mr. Edwards advised that increasing the water bill by \$6.70 would be a hardship on the retired community that doesn't use much water. The recommendation would be a modest increase to the users of over 10,000 gallons or more, the bigger users are the accounts that put a higher demand on the system. There should also be an increase for a company that purchases bulk quantities of water from a fire hydrant.

The consensus of the Committee is to continue to put the item on the agenda for further discussions and review of options.

#### **IV. Library Ceiling**

Mr. Edwards advised that this year there are funds in the budget to do some work on the ceiling at the library. We are going to explore our options on pricing to see what can be done and we will be pursuing the least expensive option.

#### **V. Bike Trail Repairs**

Mr. Edwards advised that Sanders Constriction will be doing some repairs to the bike trail between the Cade residence and Mattaponi Avenue, the cost is expected to be approximately \$25,000. There is \$25,000 in this years' budget and \$25,000 in next years' budget for repairs to the bike trail.

#### **VI. General Information**

##### **1 Safe Routes to School Phase II**

Mr. Edwards advised that VDOT has approved the contractor's paperwork, we are now moving forward with executing the contract so work can begin.

##### **2 Paul White Development**

Mr. Edwards advised that Paul White Development begun work today on developing 2 lots on Thompson Avenue and Sturtz Lane. The Director of Community Development and the Building Official put a stop work order on the project. There are wetlands involved and the developer does not have permits from the Town.

##### **3 4 Way-Stop at the Post Office**

Mr. Edwards advised that VDOT has reviewed the 4-Way-Stop at the Post Office. VDOT has decided it does not warrant a 4 Way-Stop, however the Handicapped Parking is insufficient, therefore VDOT will be reviewing the issue.

Mr. Edwards also stated that the Police Department has done a study on traffic in the area. They found no issues with speeding, the average speed is approximately 22 MPH, the fastest speed was at 9:00 P.M traveling at 36 MPH, the speed limit is 25 MPH.

#### **VII. Town Council Agenda**

There were no items for the Town Council Agenda.

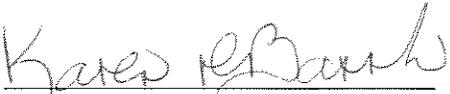
#### **VIII. Next Meeting Date: June 15<sup>th</sup>, 2017**

#### **IX. Adjournment**

There being no further business, Mr. Vincent adjourned the meeting at 4:30 P.M.

  
Chris Vincent  
Chairman

ATTEST:

  
Karen M. Barrow  
Karen M. Barrow  
Town Clerk