

AT A MEETING OF THE MIDDLESEX WATER AUTHORITY HELD IN THE
BOARD ROOM OF THE HISTORIC COURTHOUSE AT 6:00 P.M. ON
WEDNESDAY, FEBRUARY 2, 2022:

Present: Greg Chambers, Chair
Janet Riggs, Vice Chair
Carlton S. Revere, Secretary
Lud Kimbrough
James Michael Reed, Treasurer

Matt Walker, Executive Director
Heather Lewis, Authority Attorney (by zoom)
Betty Muncy, Staff Secretary

CALL TO ORDER

The meeting was called to order by the Chairman, Greg Chambers, at 6:00 p.m. Mr. Chambers announced that this meeting replaces the January 19, 2022, that was not held because of lack of a quorum.

PUBLIC COMMENT

Mr. Chambers opened the meeting for public comment. There were no comments offered from the public.

CONSENT AGENDA

The motion to approve items included in the Consent Agenda was made by Mr. Revere, seconded by Mr. Reed and carried unanimously. The Consent Agenda included the minutes from the December 15, 2021, meeting, checks numbered 3207 – 3243, totaling \$3,336,154.69, and Budget Supplement numbered 2022-12:

BS FY 2022-12	3-021-024040-0001 and 3-1-041050-1101 (\$2,099,037.69)	4-21-099010-0045 and 4-1-099010-0042 \$2,099,037.69
Appropriating USDA Funds received in January to fund Requisition #14 for December pay applications and reimbursements.		

REPORTS FROM OFFICERS AND STAFF

Charlie Beam, Project Manager with Bowman Consulting, presented updates on each construction phase. Mr. Beam announced that the Authority received, earlier in the day, a letter of authorization from the Department of Environmental Quality to distribute water through Phase 2. Mr. Beam is in the process of working through final pay applications for these phases. Mr. Chambers reported that Phases 1B appears to be

coming in at \$16,000 under the original budget; Phase 2 appears to be \$84,000 under; a \$100,000 savings out of a combined \$5.8 million project bid for these two phases. These two phases had total change orders in the amount of \$157,446, over half of which could be attributed to the need to add tracer wire. Mr. Chambers expressed his thanks to Mr. Beam and others who kept an eye on the project expenses. There is an additional savings for Phase 1A.

Phase 3A has been pressure tested all the way to Deltaville Market and additional testing is on-going; flushing and chlorinating will follow. The setting of meter boxes began yesterday; there are a total of 64 customers.

There are a few piping modifications needed for Phase 3B and the contractor is asking for water, however, he is willing to wait until the end of the month for water for flushing, filling, and chlorinating. The Department of Health will be back for inspection at this facility.

For Phase 4, all but about 500 feet of the 8" pipe is left to install. There have been some issues relocating hydrants from properties where people did not want them. Setting of meter boxes should happen by the end of March, beginning of April. Mr. Beam hopes the contractor will have all piping in the ground and for testing to begin by the end of April. Mr. Chambers noted that this schedule has slipped a bit. Mr. Beam noted that there have been weather issues and issues where pipe has had to be relocated.

Mrs. Riggs asked if the plumbers are keeping up with the demand for connecting homes to the meters. Mr. Beam noted that the customers in Phases 1B and 2 will be notified that they can make their connections. Mr. Walker said it is unknown at present how many subscribers have run the lines ahead of schedule, but they would not have been able to make the actual connection to the meter until DEQ and Department of Health approval was granted. The property owners in Phases 1B and 2 will be notified that they can connect. They will also receive their first billing after reading their meters at the end of the month, whether they have completed their connection or not. Mrs. Riggs questioned if plumbers were aware that they needed to prioritize their work to Phases 1B and 2 subscribers. Mr. Walker stated that this can be expressed through the Building Department. A lot of the connections in these phases are the County's. The connection for Christ Church will not happen until March, during Spring Break. There is additional work required at this location.

It was originally believed that the Department of Health would inspect segments within Phase 4 to allow specific areas to have water available for customers. This is not the case; there will be no water available for Phase 4 customers until the entire Phase is complete and passes inspection.

Regarding stored materials and hydrants in Deltaville, these will be installed in areas where lines have been installed by directional drilling. The lines will be pressure tested and flushed, the connections of hydrants, meter boxes and meters will be made, the lines will be chlorinated and flushed, and clean samples obtained. After passing

Department of Health inspections this phase will be released to provide water to subscribers.

Mrs. Lewis noted that there were complaints from a citizen at the Board of Supervisors meeting regarding the condition of paving on Route 33 in Deltaville, that it was very bumpy. Mr. Beam believes that this is the finished product. The contractor was rushing to have the lines under the pavement tested and paving done last winter before the asphalt plants shut down. It can be discussed at the next Progress Meeting with the contractor. Mr. Walker stated that he would reach out to VDOT because VDOT should have inspected and passed the work. It may have received a conditional approval based on VDOT coming back and repaving based on their own schedule of projects.

Mrs. Lewis thanked Mr. Beam for his prompt response to her need for additional information related to easement acquisition.

Robert Finch, Operator, commented that he and his wife, who would be handling the billing, had run a sample billing of over 500 customers and received two minor complaints that were being addressed. They are set and ready to bill at the end of the month.

UNFINISHED/NEW BUSINESS

Easement Acquisition:

Mrs. Lewis reported that positive progress has been made regarding easement acquisition, with the number dropping from 46 in December to 33, 15 of them known owners and 18 private roads. Mrs. Lewis has a lead on potential heirs for some of the roads. Resolution has been obtained with any property owners that have reached out to her. The property owners that she is dealing with now are those who are very opposed to the project and have indicated that that will do anything they can to stall the project.

The motion to authorize the Chair or Vice Chair to accept and sign the easement agreement for Pine Crest Ave. was made by Mr. Revere, seconded by Mrs. Riggs and carried unanimously. This was a standard easement, obtained without settlement or compensation, that could have been approved with the Consent Agenda. The motion to authorize the Chair or Vice Chair to accept and sign the settlement agreements for the following properties was made by Mr. Revere, seconded by Mr. Kimbrough and carried unanimously: Temporary easements for Tax Map numbers 41-44-457, 41-57-20, 41-54-20, 41-54-21, 41-68, 41-10A, 41-65-1, 41-26-B1, 41-26-B2 and Permanent easement 40-163.

Outstanding Connection Fees:

Mrs. Muncy reported that \$1,811,350 in connection fees had been collected since the payment made to USDA in July. To date, there is \$1,038,585 remaining due from 232 subscribers. Several of these are larger connections, including several marinas. Mr. Walker noted that there is one marina that is looking into increasing the size of its meter to be able to service their docks. Mrs. Muncy noted that most calls she has gotten have

been from people that are excited about the progress and happy to pay their balance. Others are adamant that they will not pay any additional monies because in some cases there has not been any piping installed yet. There is also still a lot of misinformation being circulated, including the amount of funding that was obtained. Additional notices for remaining balances will be sent out with additional information to try to clarify how the connection fees are being used. Mr. Walker said that it might be a good idea to have another town-hall type meeting in Deltaville to clarify some of the misconceptions and to also celebrate being in the water business.

PUBLIC COMMENT

The public comment section was opened. There was no comment, and the public section was closed.

CLOSED SESSION

The motion to convene for a Closed Meeting pursuant to Virginia Code Section 2.2-3711(A)(1), for discussion of matters related to personnel was made by Mr. Kimbrough, seconded by Mrs. Riggs and carried unanimously.

OPEN SESSION

Upon reconvening in its Open Meeting, the following motion was made by Mrs. Riggs, seconded by Mr. Reed and carried unanimously:

“To the best of the Authority members knowledge, only public business matters lawfully exempted by the motion by which the closed session was called were considered or discussed in the closed session.”

PERSONNEL ACTION

Mr. Chambers stated that the Authority has been operating on a “shoe-string” budget for a number of years, trying to do something that is very capital intensive with little or no money with the assistance of committed, dedicated staff, Matt Walker, Betty Muncy, and Heather Lewis to get the project to where it is. As a result of the closed session, the Authority authorized and increase to the stipends of Mr. Walker and Mrs. Muncy, with the funds coming from unobligated connection fee revenue. The increase in stipends is retroactive to February, with action on the budget transfer to be taken at the March meeting.

ADJOURN

There being no further business, the motion to adjourn until March 16, 2022, was made by motion of Mr. Revere, seconded by Mr. Kimbrough, and carried unanimously.

Greg Chambers, Chair