

AT A MEETING OF THE MIDDLESEX WATER AUTHORITY HELD IN THE  
 BOARD ROOM OF THE HISTORIC COURTHOUSE AT 6:00 P.M. ON  
 WEDNESDAY, MARCH 16, 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  
 Betty Muncy, Staff Secretary

**CALL TO ORDER**

The meeting was called to order by the Chairman, Greg Chambers, at 6:00 p.m.

**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. Reed, seconded by Mrs. Riggs and carried unanimously. The Consent Agenda included the minutes from the February 2, 2022, meeting, checks numbered 3244 – 3279, totaling \$1,204,362.43, and Budget Supplements numbered 2022-13 and 2002-14:

BS FY 2022-13	3-021-024040-0001 and 3-1-041050-1101 (\$1,134,016.04)	4-21-099010-0045 and 4-1-099010-0042 \$1,134,016.04
Appropriating USDA Funds received in February to fund Requisition #15 for January pay applications and reimbursements.		
BS FY 2022-14	3-1-11030-0001 Connection Fee Deposits (Post) (\$11,250.00)	4-1-12010-3002-101 Director \$6,250.00 and 4-1-12010-3002-104 Administrative Assistant \$5,000
Appropriating a position of post-original project connection fees to be used for additional compensation from February – June, 2022.		

## **REPORTS FROM OFFICERS AND STAFF**

### ***Construction Update:***

Charlie Beam, Project Manager with Bowman Consulting, presented updates on each construction phase. Mr. Beam announced that Phases 1A, 1B & 2 were complete, were in service and funding closed out. Phase 3A will probably be completed next week and attempts were being made to bundle a Department of Health inspection with it and Phase 3B. The Department of Health should be able to issue temporary operations permits while the remaining punch list items are being completed.

Mr. Beam reported that he has been working with the contractor for Phase 4 to accelerate their schedule. Bowman representatives have proposed a sub-phasing plan for completion of Phase 4 so that individual areas could be brought on-line without waiting for the entire phase to be completed. Without a phasing plan, there is no way the entire Phase 4 would meet the completion schedule. The phasing plan would be proposed to the Department of Health representatives when they come for the next inspections. Sub-phases proposed are as follows:

- A – Main trunkline (General Puller Hwy)
- B – Fishing Bay/Stove Point
- C – Roads on north side of Route 33
- D - Roads on south side of Route 33
- E – Stingray Point

Phase 3B has to be on-line to be able to flush all the lines, which should be by the end of the month. In the meantime, there will be water available from 3A and Phases 4A and 4B should be able to be pressure tested and meters set. The phasing plan for Phase 4 still needs the contractor's buy-in and approval from the Department of Health. With this plan, Mr. Beam anticipates the entire project to be completed by the end of June.

Work is being coordinated with the electrical work Dominion Power is doing, especially in the area of Bucks View Lane, where Dominion is installing underground lines. Mr. Beam stated that he is coordinating schedules with Brian Horsley from Dominion, and the water contractors should be well out the way by the time Dominion prepares to do their work.

### ***Outstanding Connection Fees:***

Mrs. Muncy reported that \$2,125,310.00 in connection fees had been collected since the payment made to USDA in July. To date, there is \$723,965 remaining due from 152 subscribers.

## **UNFINISHED/NEW BUSINESS**

### ***Easement Acquisition:***

Mrs. Lewis reported that the number of easements needed from known property owners is down to 7 and the number of private road easements is down to 15.

The motion to endorse retroactive approval authorizing the Chair or Vice Chair to accept and sign the easement agreement for Dove Haven Section A and to accept and sign the settlement agreements for the following properties, at costs of \$700 or less was made by Mr. Revere, seconded by Mr. Kimbrough and carried unanimously: Temporary easements for Tax Map numbers 41-24, 40-32-1, 41-25-A-7, 41-25-A-7A, 41-25-A-7B.

### ***Acceptance Letters:***

Mr. Chambers noted that he had signed letters accepting portions of the project – Phases 1A, 1B and 2. The motion to endorse retroactive approval for the Chairman to sign the acceptance letters was made by Mrs. Riggs, seconded by Mr. Revere and carried unanimously.

Mr. Chambers noted that there would be a desire to sign additional letters for Phases 3A and 3B, contingent upon approval of a punch list, prior to the next meeting.

### ***Request for a Larger Connection:***

SHM Stingray LLC (Safe Harbor Marina), a current subscriber with a 1” connection has requested that their service be increased to a 2” connection at the original fee in effect at the time that the original contract was signed. The motion to accept an amendment to the subscriber agreement to increase the connection size to 2” at Tax Map 41-161, with the subscriber being required to pay a total of \$40,000, with the original \$12,500 paid applied to the total, and requiring the payment of recording fees for recording the amendment, was made by Mr. Revere, seconded by Mrs. Riggs and carried unanimously.

### ***Grey’s Point – Double Check Valve :***

As information, representatives of the Grey’s Point Campground had informed the Authority that they needed to install a double check valve backflow preventor device and they asked to be able to install it within the Authority’s meter vault. The connection was designed by Wayne Savage, of Bay Design Group. Verbal authorization for the installation was already granted by the Chairman and Director after conferring with Mr. Beam and Mr. Finch, the MWA Operator.

### ***Operating Pressures:***

Christ Church School was connected to the system over their spring break. Mr. Beam found isolation valves that Mr. Gunn, head of the Christ Church Maintenance

Department did not know existed prior to making the connections. Mr. Gunn was very happy with the pressure.

Mr. Revere asked the average pressure for a residential line. Mr. Finch said that it was 50 psi. Mr. Revere has said that there have been concerns expressed to him about older lines on the customer side of the system that may not be able to handle a high pressure.

Mr. Chambers commented that the middle and elementary schools will probably not be coming on-line until their spring break due to some parts issues. Mr. Beam confirmed that they have some issues with a fire pump, check valve and some piping that the school's contractor is working through. The lines to the schools will also need to be flushed well when they are ready to connect, because the water in them has been sitting stagnant for several months.

### **PUBLIC COMMENT**

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

### **ADJOURN**

There being no further business, the motion to adjourn until May 18, 2022, was made by motion of Mr. Reed, seconded by Mr. Revere, and carried unanimously.

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Greg Chambers, Chair