

**BERRYVILLE TOWN COUNCIL STREETS AND UTILITIES COMMITTEE  
MEETING AGENDA  
Berryville-Clarke County Government Center  
101 Chalmers Court, Second Floor  
A/B Meeting Room  
Regular Meeting  
February 27, 2018  
Noon**

**Item**

**Attachment**

1. **Call To Order**
2. **Approval of Agenda**
3. **Discussion – Truck Traffic**
4. **Discussion – Project Updates**
5. **Discussion – Future Utility Projects** 1
6. **Closed Session - No Closed Session Scheduled**
7. **Other**
8. **Adjourn**

↑ **Denotes** an item on where a motion for action is included in the packet

## Memorandum

Date: 23 February 2018

To: Streets and Utilities Committee

From: Keith R. Dalton, Town Manager



Cc: Town Council  
Desi Moreland, Asst. Town Manager for Finance and Admin.  
Christy Dunkle, Asst. Town Manager for Comm. Dev.  
Rick Boor, Public Works Director  
Dave Tyrrell, Public Utilities Director  
Mia Jackson, Town Clerk

Subject: 27 February Committee Meeting

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### Item 3 – Truck Traffic

Mayor Dickinson asked that truck traffic issues be placed on the agenda for discussion. Of specific concern are issues expressed by citizens from Buckmarsh, Main, and Josephine Streets.

Staff can update the committee on citizen concerns and discussions they have had regarding the matter.

### Item 4 – Project Updates

Staff will provide brief project updates and answer any questions that the Committee may have.

### Item 5 – Future Utility Projects

Staff would like to discuss the 15 February 2018 memorandum from the Town Manager regarding water fund projects in FY2022.

**Memorandum**

Date: 15 February 2018  
To: Town Council  
From: Keith R. Dalton, Town Manager  
Cc: Department Heads  
Mia Jackson, Town Clerk



Subject: Water Fund Projects Fiscal Year 2022 / Borrowing

During the course of the last year, I have been giving thought to how the Town should approach water projects that need to be done. Last year's iteration of the CIP blocked several water treatment plant projects in FY22. As that was being developed, I began to consider funding for this work. My thinking at this point is that the Council should consider borrowing the funds to complete several water related projects (we have some reserves that can be brought bear but not enough). The annual debt service would have to be addressed in water rates.

This somewhat informal document (and the project list below) is a working document and does not represent any sort of final recommendation. This memo is intended to inform Council and continue an important conversation about utility improvements and utility rates.

**PROJECTS**

**Water Distribution System Upgrades \$615,000**

Public Works Department

These funds would be utilized to complete water distribution system upgrades during the subject fiscal year.

Projects under consideration are:

- 1) Water main and lateral replacement on Josephine Street \$330,000  
Josephine Street is making its way up the list for streets that need to be paved. The Council will have to decide whether they want this project (proposed in engineering analysis in 1989) completed prior to paving. The planned project would replace the 4" main with a 12" main (this is already been extended some 400' into Josephine Street from Church Street). The project would eliminate two dead ends (by extending the main under the RR tracks) and would serve to connect the loop line to the main on South Church.

There are alternatives to the full project that staff would be like to discuss with Council.

It is important to note that the updated hydraulic model of the water system will aid staff and the council in evaluating this project. In fact, I am considering seeking authorization to complete that project in the near future (we are in the process of updating our system map (I am meeting with Rick today) and with that in hand, our engineer should be able to do this pretty quickly). I will write to you on that matter soon.

- 2) Water main and lateral replacement on Bel Voi Drive \$135,000  
Bel Voi Drive is making its way up the list for streets that need to be paved. Staff is of the opinion that this main should be replaced because it is undersized and is approaching the end of its useful/dependable life. The 4' main would be replaced with an 8" main. It is important to note that the biggest challenge of this project will be found where the main extends between two houses near the end of the cul de sac.
  
- 3) Yet to be determined water distribution projects \$150,000

**Meter Replacement** **\$400,000**

Public Works Department

The Public Works Department reports that majority of the Town's water meters are approaching 20 years in age. While industry standards regarding meter replacement intervals vary, Mr. Boor recommends that the replacement should occur near the 20 year mark. As the meters age, they tend to miss usage or fail completely and provide no reading.

The meters that would be replaced are "touch read meters". The new meters would be "radio read meters". With radio read meters in place, the Town will have reading options available currently not available. These meter reading options will allow the Town to greatly reduce the cost of meter reading and may open the door to a great deal more real time monitoring options.

**Filter Maintenance and pump replacement** **\$530,000**

Public Utilities Department

The Water Treatment Plant utilizes two mixed media filters to treat the Town's potable water. The filters were installed when the Water Treatment Plant was constructed in 1984. The media was replaced approximately 15 years ago. The flocculators were upgraded approximately 8 years ago. The air scour equipment, underdrains, and settling tubes are original.

This project would include the following work on the Water Treatment Plant Filters: media replacement, air scour and underdrain repair/replacement, settling tubes replacement, and coating of the interior of the filter tankage.

Then each of the two filters are taken out of service, the media will be removed and necessary part replacement and filter repair will be completed. After that work has been completed the media will be replaced and upgraded filter will be placed in service allowing the second filter to be upgraded in the same fashion.

Various pumps (original from 1984) would be replaced at this time.

**Pre-sedimentation Basin Repair \$200,000**

Public Utilities

The Water Treatment Plant utilizes two Pre-sedimentation basins to treat the Town's potable water. Water is pumped from the river into these basins where silt and the like settle from the water prior to being pumped into the next phase of the treatment process. These tanks were constructed with the WTP in 1984.

Both tanks have developed leaks are require repair and maintenance

The repair will be accomplished by that application of a coating on the interior of the tanks.

**Water Treatment Plant Building Upgrades \$80,000**

Public Utilities

This item would provide for roof replacement and replacement of insulation as needed.

**Total cost of enumerated projects is \$1,825,000.**

We also need to be discussing whether the Council wants to complete wholesale replacement of utilities in either Main Street or Buckmarsh Street or both. Any work there should be done in conjunction with VDOT paving to save on pavement restoration. Buckmarsh Street was last paved in October 2015 and will likely be on an 8-10 year paving cycle (next paving should be in 2023-2025). Main Street was last paved in June 2014 and will likely on a 10-12 year paving cycle (next paving should in 2024-2026). Staff does not have estimates for this work but will develop them if needed.

With all of this said, we need to determine what is to be done (and what will not be done), when it will be done, and how it will be funded.

As for borrowing, I think we would be looking at two options USDA/RDA or VML/VACO Financing. USDA/RDA generally provides a good rate and loans can be amortized out 40 years but there are a good many hoops to jump through. VML/VACO Financing would likely provide a better rate and less red tape. The downside of this option is that the loan would be amortized out 20 years. With all of that said, the life of the water lines will exceed 40 years but the life of the plant work will likely be less than 40 years. Further new water regulations will be heading down the pike and we will have to do additional work on the system. Accordingly, my sense of the matter is that 20 years would be where we would want to be.

I would like to discuss these issues in detail with Council. Let me know when you would like to do so.