

Tuesday, October 27, 2020
8:00 a.m.
Board of Supervisors Meeting Room
107 NORTH KENT STREET, WINCHESTER, VIRGINIA

PUBLIC WORKS COMMITTEE ATTENDEES:

Committee Members Present: J. Douglas McCarthy; Whitney “Whit” L. Wagner; Harvey E. “Ed” Strawsnyder, Jr.; Gene E. Fisher; and Gary E. Longerbeam

Committee Members Absent: Robert W. Wells

Staff and others present: Joe C. Wilder, Director of Public Works; Kris Tierney, County Administrator; Erin Swisshelm, Assistant County Attorney; Kevin Alderman, Shawneeland Manager; Jay Tibbs, Deputy County Administrator; Ron Kimble, Landfill Manager; Dale Ballenger, Landfill Operations Manager

Attachment 1 – Agenda Packet

ITEMS REQUIRING ACTION

1- Discuss disposition of the old Albin Citizens Convenience Center.

Recently, we opened the new Albin Citizen Convenience Center at the old bus shop property on Indian Hollow Road. The 0.88-acre site where the old site was located is no longer needed by the Public Works Department. After some discussion with the committee members, the best option is to attempt to sell the subject property. We have interest from several people who have approached us about buying the property.

Therefore, committee member Ed Strawsnyder made a motion to sell the subject property as is except for removal of equipment. The motion was seconded by committee member Whit Wagner. The motion was unanimously approved by the committee. The motion will be sent to the Board of Supervisors for further consideration.

ITEMS FOR INFORMATION ONLY

1-Update on the new Albin Citizens Convenience Center.

Recently, we opened the new Albin Citizens Convenience Center located at the old bus shop along Indian Hollow Road. Since its opening, staff has received lots of positive feedback about the new site. We have much larger capacity, more room for traffic to flow, increased access to recycling facilities, etc. The original project budget was \$1,600,000.00. Final costs for the project was just over \$1,250,000.00.

2-Update on the solid waste survey.

See the summary and spreadsheet attached to the agenda packet.

3-Discuss development of a large storage building at the Stephenson Convenience Center.

There has been an on-going need to have a large storage building for much of the equipment for our refuse collection staff who manage all of Frederick County's citizen convenience Centers. We would like to construct an approximately 30x60 pre-manufactured metal building on our existing concrete slab at the Stephenson Convenience Center. Currently, we are using multiple small storage buildings to store all the equipment (i.e. mowers, snow blowers, trailers, hand tools, etc.) in these small buildings. We have had some vandalism and thefts of equipment at this site. In the past, we have attempted to find funds to build this storage building but to no avail.

We requested to the committee about using some leftover funds from the Albin Convenience Center project. We are anticipating about \$80,000 being left over from that project that could be used to fund this storage building project. Previously, the recommendation from the board was that all unspent funds from the Albin Convenience Center project would be returned to the general fund.

Therefore, committee member Ed Strawsnyder made a motion to recommend using up to \$60,000 from the refuse collection budget line item 10-4203-8900-00 Improvements Other than Buildings to construct a new building. The motion was seconded by Supervisor Gene Fisher. The committee unanimously approved the motion. The recommendation will be forwarded to the Finance Committee for further consideration. Again, no additional funds are needed, just seeking board approval to use the unspent funds to construct the building.

4-Discuss design and improvements at the Gore Convenience Center.

Currently, the Gore Convenience Center uses multiple 8-yard cans for disposal and there is no compactor at this site. As part of the CIP, the Gore site improvements have been discussed for several years. We informed the committee that staff will move forward with designing a new site layout that incorporates using a single trash compactor. This will greatly improve capacity at the site and reduce hauling cost with less trips needed to empty the unit. We will include costs for these improvements in the Fiscal Year 2022 budget.

5-Update on Crossover Boulevard.

We showed the committee a recent video recorded by aerial drones showing updated progress on the road and bridge construction.

6-Update on the new Environmental Inspector position and fee increase for land disturbance.

Recently, we were given the go ahead to advertise and hire a new Environmental Inspector for the Engineering Department. We are currently advertising for the position and hope to have someone on staff by the beginning of December. Also, we enacted the new land disturbance permit fee schedule on October 1st which will provide additional funding for this new position.

7-Update on landfill projects-new cell development.

We updated the committee that we will have base grades completed for the new 10-acre MSW landfill cell, Phase 3, Cell A by the end of 2020. Therefore, we are planning to construct a new landfill liner system for this 10-acre cell during 2021. We also updated the committee that we have recently re-started the Household Hazardous Waste program and e-cycle events.

8-Update on the Shawneeland budget and current paving project.

Recently, we have completed a tar and chip paving project on approximately 10 miles of roads within Shawneeland. With reduced costs for paving, we saved approximately \$80,000.00 in the budget. We also updated the committee on budget preparations for the upcoming Fiscal Year 2022 budget. We are anticipating developing two budget scenarios. One budget with the tar and chip paving program and one without the paving program to save funds in the short term. We also updated the committee that we recently had Charlie Monroe who is the Maintenance Operations Manager for the Edinburg Residency of the Virginia Department of Transportation. We asked VDOT to offer suggestions and look at our operation to ensure we are using the latest recommended methods and keeping cost in check (see attached e-mail). He indicated that staff are doing a good job of maintaining road and recommends we keep doing the same into the future.

(Attachment 2)

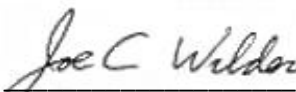
9-Update on Fiscal Year 2022 budgets.

We updated the committee that we have begun the budget preparation process for Fiscal Year 2022. We have scheduled our budget meeting with the Public Works Committee for Tuesday, December 1, 2020.

Respectfully submitted,

Public Works Committee

J. Douglas McCarthy, Chairman
Robert W. Wells
Whitney "Whit" L. Wagner
Gene E. Fisher
Harvey E. "Ed" Strawsnyder, Jr.
Gary E. Longerbeam

By 

Joe C. Wilder
Public Works Director

JCW/kco

Attachments: as stated

cc: Kris Tierney, County Administrator
Jay Tibbs, Deputy County Administrator
Erin Swisshelm, Assistant County Attorney
Kevin Alderman, Shawneeland Manager
Cheryl Shiffler, Finance Director
Ann Phillips, Deputy Clerk to the Board of Supervisors
Gloria Puffinburger, Solid Waste Manager
Ron Kimble, Landfill Manager
file



MEMORANDUM

TO: Public Works Committee

FROM: Joe C. Wilder, Director of Public Works *JCW*

SUBJECT: Meeting of October 27, 2020

DATE: October 20, 2020

There will be a meeting of the Public Works Committee on Tuesday, October 27, 2020 at 8:00 a.m. **in the Board of Supervisors meeting room located on the first floor of the north end of the County Administration Building at 107 North Kent Street.** The agenda thus far is as follows:

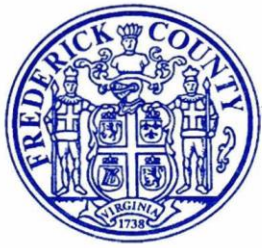
1. Update on the new Albin Citizens Convenience Center.
(Attachment 1)
2. Discuss disposition of the old Albin Citizens Convenience Center.
(Attachment 2)
3. Update on solid waste survey.
(Attachment 3)
4. Discuss development of a large storage building at the Stephenson Convenience Center.
5. Discuss design and improvements at Gore Convenience Center.
(Attachment 4)
6. Update on Crossover Boulevard.
7. Update on new Environmental Inspector position and fee increase for land disturbance permits.
8. Update on landfill projects-new cell development.
9. Update on Shawneeland budget and current paving project.
10. Discuss upcoming Fiscal Year 2022 budget preparations.
11. Next Public Works Committee Meeting will be Tuesday, December 1, 2020.

12. Miscellaneous Reports and Documents:

- a. Tonnage Report: Landfill
(Attachment 5)
- b. Recycling Report
(Attachment 6)
- c. Animal Shelter Dog Report:
(Attachment 7)
- d. Animal Shelter Cat Report
(Attachment 8)
- e. Shawneeland Sanitary District Advisory Committee quarterly meeting minutes
(Attachment 9)

JCW/kco

Attachments: as stated



MEMORANDUM

TO: Joe C. Wilder, Director

FROM: Gloria Puffinburger, Solid Waste Manager *GP*

SUBJECT: New Albin Citizens' Convenience Site
Citizen Feedback

DATE: October 9, 2020

This memorandum is to inform you of the positive feedback we have received from citizens utilizing the new Albin Citizens' Convenience Site, 174 Indian Hollow Road, since its opening on September 24.

Initially, citizens are very appreciative that the entire facility is paved, unlike the former site which was not paved around the recycling area. Attendants said the recycling portion of the site will be much easier to manage and keep clean.

Other comments included: "Spacious!" "Easy getting in and out, even on a Saturday." "It's really nice!"

/gmp

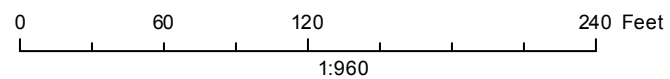
cc: file

Property Map - Frederick County, VA



Frederick County Information Technologies
107 N Kent St Winchester, VA 22601
540-665-5614

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VA. SEC. RTE. 679 - INDIAN HOLLOW ROAD

(60' R/W)

DB 176 PG 371

S 63°24'12" E 92.19'

IRS

IRS



PIN 42-A-184
CJL PROPERTIES, LLC
INST. 140004011

PIN 42-A-186
FREDERICK COUNTY
SCHOOL BOARD
"BRYARLY SCHOOL LOT"
38,242 SQ. FT.
0.8779 ACRES

PIN 42-A-188
WINCHESTER EQUIPMENT
COMPANY
INST. 010017573

N 17°17'53" E 418.09'

S 17°11'12" W 419.01'

LEGEND

IRF IRON ROD FOUND
IRS IRON ROD SET

NOTES:

1. NO TITLE REPORT FURNISHED; THEREFORE EASEMENTS OR ENCUMBRANCES MAY EXIST THAT ARE NOT SHOWN HEREON.
2. THE BOUNDARY INFORMATION SHOWN IS BASED ON AN ACTUAL FIELD SURVEY COMPLETED IN FEBRUARY, 2019.
3. THIS SURVEY IS FOR THE PURPOSE OF SHOWING THE PERIMETER BOUNDARY LINES. PHYSICAL IMPROVEMENTS ON THIS PARCEL ARE NOT SHOWN.

IRF

N 62°55'26" W 93.14'

IRS OPPOSITE SET STONE

PIN 42-A-188

BOUNDARY SURVEY
TAX MAP PARCEL 42-A-186 ~ 0.8779 ACRES
STANDING IN THE NAME OF
FREDERICK COUNTY SCHOOL BOARD
DEED BOOK 98 PAGE 37
GAINESBORO MAGISTERIAL DISTRICT
FREDERICK COUNTY, VIRGINIA



DATE: 05/01/2019

SCALE: 1"=50'

SHEET 1 OF 1



Marsh & Legge Land Surveyors, P.L.C.

560 NORTH LOUDOUN STREET ~ WINCHESTER, VIRGINIA 22601
PHONE (540) 667-0468 ~ FAX (540) 667-0469 ~ EMAIL office@marshandlegge.com

DRAWN BY: CAJ

DWG NAME: ID10709-BS



MEMORANDUM

TO: Public Works Committee

FROM: Gloria M. Puffinburger ^{-gmp}
Solid Waste Manager

RE: FY 20/21 Site Usage Survey Results

DATE: October 7, 2020

As previously noted, circumstances surrounding the pandemic and the greater number of individuals spending time at home has resulted in an increase in residential refuse of about 11 percent.

During August, an annual traffic count at the neighborhood citizens convenience sites showed an overall 8 percent increase over August 2019, totaling an average of 81,020 users per month or 972,240 users annually at the ten facilities.

The Greenwood Road location showed the largest increase in traffic. A total of 16,321 vehicle trips were made to the facility, an increase of 21 percent. The site averages 604 vehicle trips per day. The Albin site served 14,114 during August (average of 522 vehicle trips per day) and Stephenson, 12,167 per month or an average of 450 vehicle trips per day.

Due to recently completed relocation and expansion, the Albin facility now offers two compactors for refuse, as does the Stephenson facility.

For a summary of usage at the county's convenience sites since 2009, please refer to the attached chart.

/gmp

2020 USAGE SURVEY; CITIZENS' CONVENIENCE SITES

<i>Location</i>	<i>2020</i>	<i>Daily Avg</i>	<i>Peak Day</i>	<i>Sun Avg (5 hr)</i>		<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>% Change</i>
Greenwood+	16,321	604	864	750		12,584	13,128	14,186	12,817	14,772	12,183	12,944	13,586	13,655	14,222	13,459	+21%
Bryarly+	14,114	522	768	564		10,170	10,752	13,343	14,364	15,736	15,325	16,096	16,270	17,006	13,286	15,552	-9%
Middletown	7465	276	344	259		9419	9492	10,266	8997	8753	8818	9419	8954	7394	7091	7170	+4%
Stephenson	12,167	450	530	435		8288	9302	9260	8952	9611	9820	10,637	10,246	10,540	9598	10,727	+13%
DTG	8654	321	305	322		6181	6283	5770	6440	7518	7001	7578	7685	7556	7950	7793	+11%
Shawneeland	7214	267	324	248		5068	5104	4638	5100	5207	4616	5595	6042	6025	6577	6771	+6%
Back Creek	5552	205	234	200		4805	5317	4916	4937	5032	4674	4923	4899	4811	4987	5162	+8%
Round Hill	4903	181	210	174		3359	3332	3622	3700	4131	3807	3988	4074	4151	4256	4409	+11%
Gore	3785	140	183	113		2603	2849	2736	2932	3310	3118	3212	3140	3056	3361	3544	+7%
Star Tannery*	845	38	55	45		651	644	589	562	630	619	632	584	653	654	661	+28%
AUG TOTAL:	81,020					63,128	66,203	69,326	68,801	74,700	69,981	75,024	75,480	74,857	75,993	75,993	
YR AVG:	972,240					757,536	794,436	831,912	825,612	896,400	839,772	900,288	905,760	898,164	911,916	902,976	+8%

survey conducted 8/2020; +mechanical count

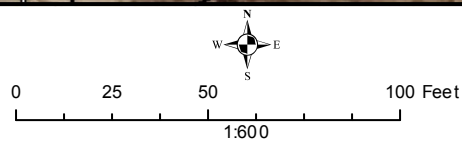
*closed two days/wk; open 31 hrs/wk

Property Map - Frederick County, VA



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MEMORANDUM

TO: Public Works Committee

FROM: Joe C. Wilder, Director of Public Works *JCW*

SUBJECT: Monthly Tonnage Report - Fiscal Year 19/20

DATE: October 9, 2020

The following table shows the tonnage for the months of July 2020 through June 2021. The average monthly tonnage for fiscal years 03/04 through 20/21 are also listed below:

FY 03-04: AVERAGE PER MONTH: 16,348 TONS (UP 1,164 TONS)
FY 04-05: AVERAGE PER MONTH: 17,029 TONS (UP 681 TONS)
FY 05-06: AVERAGE PER MONTH: 17,785 TONS (UP 756 TONS)
FY 06-07: AVERAGE PER MONTH: 16,705 TONS (DOWN 1,080 TONS)
FY 07-08: AVERAGE PER MONTH: 13,904 TONS (DOWN 2,801 TONS)
FY 08-09: AVERAGE PER MONTH: 13,316 TONS (DOWN 588 TONS)
FY 09-10: AVERAGE PER MONTH: 12,219 TONS (DOWN 1,097 TONS)
FY 10-11: AVERAGE PER MONTH: 12,184 TONS (DOWN 35 TONS)
FY 11-12: AVERAGE PER MONTH: 12,013 TONS (DOWN 171 TONS)
FY 12-13: AVERAGE PER MONTH: 12,065 TONS (UP 52 TONS)
FY 13-14: AVERAGE PER MONTH: 12,468 TONS (UP 403 TONS)
FY 14-15: AVERAGE PER MONTH: 13,133 TONS (UP 665 TONS)
FY 15-16: AVERAGE PER MONTH: 13,984 TONS (UP 851 TONS)
FY 16-17: AVERAGE PER MONTH: 14,507 TONS (UP 523 TONS)
FY 17-18: AVERAGE PER MONTH: 15,745 TONS (UP 1,238 TONS)
FY 18-19: AVERAGE PER MONTH: 16,594 TONS (UP 849 TONS)
FY 19-20: AVERAGE PER MONTH: 16,973 TONS (UP 379 TONS)
FY 20-21: AVERAGE PER MONTH: 16,994 TONS (UP 29 TONS)

MONTH	FY 2018-2019	FY 2019-2020	FY 2020-2021
JULY	17,704	17,956	17,677
AUGUST	18,543	17,267	16,517
SEPTEMBER	14,799	17,985	16,789
OCTOBER	18,158	22,528	
NOVEMBER	15,404	17,304	
DECEMBER	14,426	14,362	
JANUARY	13,973	14,913	
FEBRUARY	12,764	13,380	
MARCH	17,079	15,533	
APRIL	20,313	17,475	
MAY	19,443	17,010	
JUNE	16,519	17,968	

RECYCLING REPORT - FY 20/21

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL</u> <u>CANS</u>	<u>STEEL</u> <u>CANS</u>	<u>PAPER</u>	<u>OCC</u>	<u>SHOES/TEX</u>	<u>ELEC</u>	<u>SCRAP</u>	<u>TOTAL</u>
JUL	0	22,360		15,900	62,440	136,120	3,240	28,440	289,478	557,978
AUG		28,880		11,240	73,280	128,260	4,560		265,740	511,960
SEP		23,480		12,380	62,540	129,600	2,840	50,800	287,040	568,680
OCT										0
NOV										0
DEC										0
JAN										0
FEB										0
MAR										0
APR										0
MAY										0
JUN										0
TOTAL	0	74,720	0	39,520	198,260	393,980	10,640	79,240	842,258	1,638,618
FY 19-20	0	454,859	37,370	108,974	854,350	1,174,530	55,100	391,900	3,209,400	6,286,483
FY 18-19	0	430,963	47,082	96,494	998,815	1,243,232	83,104	467,720	2,909,857	6,277,267
FY 17-18	0	465,080	53,224	94,530	1,066,300	1,080,087	37,260	536,420	2,874,709	6,207,610
FY 16-17	372,600	430,435	41,002	89,976	1,082,737	1,009,153	37,220	495,500	2,687,241	6,245,864
FY 15-16	919,540	428,300	52,077	97,252	1,275,060	974,493	48,820	480,400	2,376,344	6,652,286
FY 14-15	895,600	407,703	40,060	97,515	1,272,660	893,380	49,440	532,283	1,890,729	6,079,370
FY 13-14	904,780	417,090	39,399	99,177	1,281,105	902,701	37,800	611,580	1,639,225	5,932,937
FY 12-13	913,530	410,338	45,086	102,875	1,508,029	878,450	39,700	502,680	1,321,938	5,722,626
FY 11-12	865,380	398,320	43,884	99,846	1,492,826	840,717	37,920	484,600	1,432,678	5,696,171
FY 10-11	949,185	378,452	42,120	98,474	1,404,806	824,873	41,700	467,920	1,220,107	5,427,637
FY 09-10	1,123,671	370,386	42,844	96,666	1,235,624	671,669	21,160	435,680	1,348,398	5,346,098
FY 08-09	762,810	322,928	23,473	55,246	1,708,302	564,957	28,780	404,760	1,097,151	4,968,407
FY 07-08	794,932	284,220	15,783	40,544	1,971,883	545,692	0	498,110	1,172,880	5,324,044
FY 06-07	600,464	200,720	11,834	29,285	1,684,711	441,321	0	382,574	550,070	3,900,979
FY 05-06	558,367	190,611	12,478	28,526	1,523,162			381,469	204,220	2,898,833
FY 04-05	549,527	193,224	11,415	27,525	1,552,111			273,707	25,080	2,632,589
FY 03-04	541,896	174,256	11,437	31,112	1,443,461			156,870	336,230	2,695,262
FY 02-03	413,627	146,770	9,840	23,148	1,381,195			62,840	171,680	2,209,100
FY 01-02	450,280	181,040	10,565	25,553	1,401,206			54,061	58,140	2,180,845
FY 00-01	436,615	198,519	10,367	24,988	1,759,731				9,620	2,439,840
FY 99-00	422,447	177,260	10,177	22,847	1,686,587				44,180	2,363,498
FY 98-99	402,192	184,405	9,564	22,905	1,411,950				48,810	2,079,826
FY 97-98	485,294	136,110	13,307	29,775	1,830,000					2,494,486
FY 96-97	373,106	211,105	23,584	46,625	1,690,000					2,344,420
FY 95-96	511,978	167,486	28,441	44,995	1,553,060					2,305,960
TO DATE	14,247,821	6,009,678	548,737	1,234,855	33,150,206	8,547,406	342,540	6,225,034	17,634,721	87,941,078

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2020-2021

DOG REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED OVER NEXT MONTH
JULY	23	20	33	2	0	17	22	5	0	0	34
AUG	34	6	22	3	0	19	17	3	0	0	26
SEP	26	3	23	0	0	11	20	1	0	0	20
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	83	29	78	5	0	47	59	9	0	0	80

In the month of September - 52 dogs in and out of kennel. 3 dogs transferred to other agencies.

FREDERICK COUNTY ESTHER BOYD ANIMAL SHELTER FY 2020-2021

CAT REPORT

MONTH	ON HAND AT FIRST OF MONTH	RECEIVED AT KENNEL	BROUGHT IN BY ACO	BITE CASES	BORN AT KENNEL	ADOPTED	RECLAIMED	DISPOSED	DIED AT KENNEL	ESCAPED/ STOLEN	CARRIED TO NEXT MONTH
JULY	30	54	8	1	0	43	1	3	0	0	46
AUG	46	38	5	2	0	32	1	1	0	0	57
SEP	57	52	11	5	5	45	3	2	1	0	79
OCT											
NOV											
DEC											
JAN											
FEB											
MAR											
APR											
MAY											
JUN											
TOTAL	133	144	24	8	5	120	5	6	1	0	182

In the month of September - 52 cats in and out of shelter. 18 cats transferred to other agencies.

Shawneeland Sanitary District Advisory Committee - Minutes of August 3, 2020

The meeting was called to order at 7:00pm.

Those in attendance were Jimmy Smith, Jeff Stevens, Jason Croasdale, Ken Baker, Kevin Alderman, Director of Public Works Joe Wilder, and Supervisor Shawn Graber. Barry Van Meter and Michelle Springer was absent.

Due to the Coronavirus pandemic social distancing guidelines, residents were unable to sit in on the meeting but could wait outside till their turn to enter the building and speak on their concerns. There were 2 residents and Supervisor Shawn Graber who spoke at the meeting.

Jimmy called for approval/correction of the February 3, 2020 and May 18, 2020 meeting minutes. The minutes passed unanimously.

Manager's Report:

See Attached Manager's Report and Parking Policy.

New Business:

Budget Meeting for Fiscal Year 2021-2022 will be November 16, 2020.

- There will not be a meeting on November 2, 2020. The meeting on November 16, 2020 will serve as the November quarterly meeting. This meeting will be used to discuss the upcoming budget before it goes to the Public Works Committee in December.

"Did You Know" Posting:

- Jimmy is proposing to do a posting once a month with questions and answers that citizens may have. These would be posted at both mailhouses and on the Facebook page.

Lake Cherokee Beach:

- There have been complaints about there not being lifeguards or security on the beach. It was corrected that Shawneeland did not have lifeguards but did have beach security. Kevin recommended to add \$15,000 - \$18,000 to the next budget cycle if the committee would like to have beach security. This will be something we can discuss at the budget meeting.

SSDAC Facebook Page:

- This was the 1st meeting live on Facebook. The meeting video is posted on the Facebook page named Shawneeland SSDAC committee. We are going to use our Facebook page to put out information. Everything will be linked to the Frederick County, VA website where the original information is. If there are comments or questions, we will answer them, but we will not go back and forth on Facebook. There was a suggestion to not allow comments therefore there would not be side conversations or individuals only conversating with 1 committee member.

Open House:

- We are looking at holding an open house on a Saturday in October. This will depend on the current pandemic and what the guidelines are in the future. We could invite the Frederick County Sheriff's Office, North Mountain Fire Department, and the contractor for the Tar & Chip project to come and answer questions. This would allow for residents to see the normal everyday going on of the staff in Shawneeland.

CCAP:

- The mobile ministry contacted the SSDAC at the request of Shawneeland residents to set-up in Shawneeland and disperse food to those in need. You did not have to be a CCAP client to receive the food. They were able to help 49 families within the community. The SSDAC is going to get more information about CCAP and their mission. If there are future giveaways in Shawneeland the date and time will be posted.

Public Comments:

Supervisor Shawn Graber:

- He spoke on a concern that he has heard from residents that the budget is brought forth by the Manager of Shawneeland and not the SSDAC. The concerned residents would like to see the SSDAC bring forth a budget that represents the community. This would allow for the SSDAC and the Manager to come together and reconcile a budget that works for the community.
- Would like to see the SSDAC work to get some ordinances passed to be enforceable by the county. This would be beneficial to all Sanitary District's.

Lynn Schmitt:

- Wanted to be clear and upfront that she is not saying that the maintenance crew does not work hard or do a great job.
- Has questions regarding the Tar & Chip and Grader Patching. She has contacted several companies and explained to them our process. Their process is different. When we grader patch a large area, we are counteracting ourselves because the Tar & Chip is not going to stick. Therefore, we must do it so often. Kevin responded by saying in his experience of 30 years it has been done by putting asphalt down, grader patch, and then tar & chip over it. The Tar & Chip seals the road. VDOT does the same process that we are doing.
- The dusting of the roads is unsafe for motorcycles. The response is that whether it be a motorcycle or a vehicle if they travel at the posted 25 mph speed limit then there would be no issues.
- Another issue that causes confusion with the community is that Frederick County equipment is not supposed to be on private property, but I have received photos and videos of equipment parked on private property.

George Bishop:

- The burned-out home at 504 Shawnee Trail has been abandoned since last year. What can be done and what will be done regarding

this issue? What would be the timeline that the structure would be demolished or restored?

- Non-Property owners on Shawnee Trail are speeding, some in excess of 50 mph. Many vehicles disregard the 3-way stop sign at the intersection of Shawnee Trail with Tecumseh and Bowman. He has personally witnessed 22 vehicles mow through that intersection without tapping the breaks. Would like to see the committee contact the Frederick County Sheriff's Office to have the area patrolled, enforce the speed limit, and issue citations.
- The owners of the 30 acres behind his house have put up a tree stand about 30 feet from his property line. He would like to have the committee look at it and to know what can or cannot be done. There is a big no hunting sign in Shawneeland.
- The condition of the beach and the lake. There is a no swimming sign posted at the boat ramp, but people still swim there. 1 of the reasons being that people bring their dogs to the beach area and don't clean up after them. Would like the committee to address this issue with some type of enforcement to the dog owners.

Committee Comments:

Jeff Stevens: Wanted to discuss the budget with Kevin. Would like to see Kevin save Shawneeland money by doing more work themselves. If short-staffed, you could hire someone from a temporary agency instead of hiring a person part-time or full-time. It was asked if we are short-staffed due to someone out on vacation and the answer was no. We need to keep our budget under the revenue that we bring in. He would like to come in and go over the budget with Kevin line by line.

Jason Croasdale: He is discouraged by only having 3 weeks for the committee to have input on the budget before it moves on to the Public Works Committee. Joe answered by saying the Board of Supervisors and the Finance Department sets the budget guidelines and calendar. We have no control over the process. This is not just for Shawneeland, all Frederick County departments have the same timeline. Are you going to fill the position? We may not fill the position. The direction that we received from the Board of Supervisors is that it will be at our discretion to fill the position.

Joe Wilder, Director of Public Works spoke on the budget process and how Kevin cannot meet with more than 1 person at a time to discuss the budget. If he meets with more than 1 person, it then must become a public meeting. We are going to do the best we can to communicate with all of you and the citizens. As soon as we receive the FY20 year-end numbers we will send them to the SSDAC, and it will be posted.

Jimmy adjourned the meeting.

From: [Monroe, Charlie](#)
To: [Joe Wilder](#)
Cc: [Kevin Alderman](#); [Edwin Carter](#)
Subject: "[External]"Re: Meeting
Date: Wednesday, September 09, 2020 11:47:58 AM

Mr. Wilder,

I hope all is well . It was nice to get to spend some time with you and Kevin last week. After speaking with the two of you Kevin and I traveled over a good many of the roads in Shawnee Land. In talking with Kevin in my opinion he has a good plan in place for the continued maintenance of the roadway infrastructure in Shawnee Land. Kevin is addressing everything we try to address in our roadway maintenance (drainage, leveling ,sealing , and vegetation control) which all have a negative impact to the roadway if they are not continually part of the plan. All though a road looks fine and rides fine these items need to be addressed each year in a cyclical fashion to stay in front of future roadway failures. As I stated before I believe Kevin has a good plan and is working his plan. Thanks for the opportunity to spend some time with the two of you and let me know if you need anything else.

Thanks and Stay SAFE !!!

On Tue, Sep 1, 2020 at 1:58 PM Kevin Alderman <kalderman@fcva.us> wrote:

Charlie,

Wanted to thank you for taking time out of your busy day to meet with me this morning. I appreciate you looking at our operation from a VDOT perspective. Thanks for sharing your thoughts on what you seen here in Shawneeland.

Hope you have a safe and enjoyable trip to Georgia Thursday.

Sincerely,

Kevin Alderman
Frederick County Sanitary
District of Shawneeland
Manager

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Safety Is Our Job !!

