

# Town of Strasburg

## **SPECIAL MESSAGE TO THE PUBLIC**

WHILE WE HAVE A THREAT OF TRANSMISSION OF THE COVID-19 CORONAVIRUS AND IN RECOGNITION OF A GOVERNOR'S ORDER , LIMITED IN-PERSON ATTENDANCE WILL BE ALLOWED FOR THE SEPTEMBER 21<sup>st</sup>, 2021 MEETING. PLEASE UTILIZE OUR LIVESTREAM BY ACCESSING THE LINK BELOW

To make public comment please submit to:  
[comment@strasburgva.com](mailto:comment@strasburgva.com)  
by 4:00 p.m., Tuesday, September 21<sup>st</sup>, 2021

## **Town Council Infrastructure Committee**

Strasburg Town Hall  
174 W King St  
Strasburg, VA 22657

Tuesday, September 21<sup>st</sup>, 2021  
7 p.m.

### **Infrastructure Committee Members:**

Paul Weaver, Chair  
Ken Cherrix  
Taralyn Nicholson  
Emily Reynolds

### **Staff Contact:**

J. Waverly Coggsdale, Town Manager  
Jay McKinley, Director of Public Works



# Agenda

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*Please, silence all cellular devices. Thanks.*

**Citizen Comments on non-agenda items:**

**Action Item:**

**1.) Approval of Minutes: March 2<sup>nd</sup>, 2021**

*Description: Approval of the minutes from the March 2, 2021 Infrastructure Committee meeting*

*Staff Contact: Amy Keller, Clerk of Council*

*Support Materials: Draft Minutes of the March 2<sup>nd</sup>, 2021 meeting*

**Discussion Item:**

**1.) Road Connections During Emergencies**

*Description: Discussion on ways to travel through Town during emergency situations.*

*Staff Contact: Jay McKinley, Director of Public Works*

*Support Materials: Staff Memo*

**Old or unfinished business:**

**1.) Water Tower Project**

**2.) Streetscape Project**

**3.) Ally behind NVDaily**

**New business:**

**Adjournment**

**MINUTES OF THE TOWN COUNCIL INFRASTRUCTURE COMMITTEE  
MEETING HELD ON TUESDAY, MARCH 2, 2021 AT 7 PM VIA ZOOM.**

**PRESENT:** Chairperson Weaver, and Committee Members Cherrix, and Nicholson.  
Other Council Members present: Council Member Reynolds.

**OTHERS PRESENT:** Town Manager Pearson, Director of Public Works McKinley, and Clerk of Council Keller.

**Chairperson Weaver** called the meeting to order.

**Citizen Comments on Non-Agenda Items**

**Action Item:**

- **Approval of Minutes: December 15<sup>th</sup>, 2020**

**The minutes of the December 15<sup>th</sup>, 2020 were approved as presented.**

**Discussion Item:**

- **Stormwater Issues – Streetscape Project**

**Town Manager Pearson** showed an aerial view of the problem and some of the existing stormwater infrastructure in the area. We have known about the issue, but it was private storm sewers so we did not think it was too immediate to the town. But, the runoff does go into drop-off inlets on a VDOT road. He explained what the thought was for the original stormwater setup and the problems that are occurring. The Streetscape Project only allows for certain inlets and we do not know who is responsible for the stormwater on the properties as no one is taking responsibility. He said the solution staff is proposing would have a total estimated cost of \$33,745 and VDOT has agreed to pay for the pipe at a cost of 10,440. This leaves a remaining amount of \$23,305 as the town's share. We currently have \$10,000 in the "Stormwater Management" line item that he would like to use for this with the remainder coming from the General Fund contingency fund. The property owner is amenable to an easement across the property.

**Vice Mayor Cherrix** asked if this would help with the flooding of the parking lot at the Emporium and it will help, but it will not fix it entirely due to a low level area. The owner is aware of the work being done.

**Council Member Nicholson** asked if Council would need to vote and Pearson thinks they would need to vote on using the contingency fund.

**Vice Mayor Cherrix** and **Chairperson Weaver** thinks it is a reasonable amount.

**Chairperson Weaver** asked if situations came about similar to this in Phase I and II. **Director of Public Works McKinley** said during Phase 1, Public Works did the underground work and we found surprises. **Town Manager Pearson** said in the Gateway

Trail, they ran into a stormwater issue outside the area, and VODT funded a \$30,000 to the repairs.

**Director of Public Works McKinley** discussed some other issues near Acton Place and because it is in the scope of work, we are working with the engineers.

**Council Member Hooser** thinks it sounds like a reasonable response to this.

**Council Member Nicholson** moved to recommend this to Council for repairs, using the \$10,000 Storm Water line item and \$22,239 from the General Fund contingency expense; second by **Vice Mayor Cherrix**. The recommendation coming from the Infrastructure Committee was unanimous.

**Council Member Nicholson** said she is getting a lot of complaints on the road being so rough and she would like to give people a timeframe on when it might be paved. **Town Manager Pearson** said a more definitive answer will be gotten.

- **Water Model Recommendations**

**Director of Public Works McKinley** said we want to drill down into the various recommendations of this. There were seven projects that were highlighted with the main project being the six inch line to the schools on Sandy Hook. It is recommended to have these replaced with a 12 inch line. There had been thoughts of putting in a fire suppression tank at each school, but it was more expensive than the line.

The updated model places less emphasis on the water tank, but it is still important due to O&M costs. The Virginia Department of Health does not like the reservoir as you cannot see if the tank is compromised. It is not so important for fire flow, but for growth.

**Chairperson Weaver** asked when the replacement would begin and **Director of Public Works McKinley** said if it was lined up to go now, so it would be six months to a year.

**Town Manager Pearson** said there will be a lot of capital requests in the budget and we will try to put in timelines for implementation.

**Chairperson Weaver** said he was most interested in the length of time it would be for the digging and getting it in. **Director of Public Works McKinley** said it would need engineering work and procurement.

The top priority is the water main replacement with the second priority being to identify suitable land for a second elevated water tank within the low pressure zone. Elevation is the key for this.

**The committee unanimously decided to move these recommendation to Town Council.**

**Old or unfinished business:**

**Vice Mayor Cherrix** asked about the alley behind King Street. **Town Manager Pearson** said he has asked McCarthy and Akers for a low-cost title search. Once he gets this he

can go to a surveyor.

**Council Member Nicholson** would like to see the smart meters happen. **Town Manager Pearson** said the intention is to discuss the AMI program as a capital project during the budgetary process. **Vice Mayor Cherrix** thinks this would be a higher priority than the water model items.

**New Business:**

**Council Member Hooser** said he would like to know what can be done to make our sidewalk area more cohesive, and he used Funk Street as an example. He would like to have a presentation on cost estimates.

**Vice Mayor Cherrix** said this has been brought up before and it has been determined that some of the streets are not really wide enough.

**Chairperson Weaver** asked what the process is to get sidewalks where there are none.

**Town Manager Pearson** said difficulties include getting a commitment from Council to work with narrow streets. A sidewalk project can become a stormwater project. Another issue is taking property to install the sidewalk. Eminent domain might have to come into being when citizens do not want to give up the land. Staff has been talking about a sidewalk from the Queen Street Diner to the park. It is doable.

Director of Public Works McKinley said ADA requirements can add some cost to the projects.

South Funk Street is really the only option for having a sidewalk to get from King Street to the Park.

**Chairperson Weaver** said he knows this is a concern in his neighborhood as they have sidewalks, but cannot go anywhere on a sidewalk once they leave the community.

**Being no further business, the committee meeting adjourned at 7:42 p.m.**



## Memorandum

To: Infrastructure Committee  
From: Jay McKinley, Director of Public Works  
Date: September 21, 2021  
Re: Agenda Items

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### ACTION ITEMS:

- 1.) Approval of Minutes, March 2<sup>nd</sup>, 2021
  - ◇ Motion to Approve as presented or amended.

### DISCUSSION ITEMS:

- 1.) Road Connections in Case of Emergencies
  - ◇ Review of 2018 Strasburg Comprehensive Plan, Map #4.2 - Planned Transportation Network
  - ◇ Review Connection Between Crystal Lane and Dickerson Lane

### OLD OR UNFINISHED BUSINESS:

- 1.) Fort Hill Water Tower Project
- 2.) Streetscape Phase III Project
- 3.) Queen Street Sewer Project
- 4.) Holiday Street and Town Lot Connector

### NEW BUSINESS: