



**Catlett – Calverton Sewer Project**  
**Project Management Team**  
**Golden Rule Builders, 3409 Catlett Road**  
April 12, 2017  
11:00 AM  
Meeting Notes

Welcome & Introductions – Eldon welcomed everyone and asked everyone to introduce themselves.

Update on Project Activities:

Soils Evaluation/Site Selection – Gary Schwartz said that on March 15 the county awarded a contract to the OSE (Wastewater Management/Bolger Engineering/JT Frazier). On March 29 held the Preliminary Engineering conference, including VDH reps, to make sure everyone understood the deliverables. They have since been out on Jim Craun’s property. Took a preliminary look at the Pearson School property. Will be moving to the second property soon. The second property C-Bay LLC. Both are in Calverton. We would like to find eligible sites in Catlett. Any help members of the PMT would be appreciated. A discussion of potential properties ensued. The target for completion of the OSE’s report is 6/15.

Qualifying Design-Build Teams – The Request for Qualifications of firms was advertised with the submittals returned on April 5. The evaluation team has begun to determine which firms meet the minimum qualifications.

Request for Design-Build Proposals – We are beginning to write the RFP. That will be put out to the qualified firms on June 15 (including the soils report). The proposals will be submitted in July. The evaluation will then occur with the recommendation to the Board or award at the September Board meeting.



Update on Potential Changes to the Comprehensive Plan and Service District Boundaries – Andrew Hopewell reported that the Planning Commission held a work session in March to discuss the possibilities. The Planning Commission is looking at district area reduction that may be a little different than the 2009 proposal. This will be discussed by the Planning Commission again in May. Potential Planning Commission public hearing in June. Then potentially the board’s public hearing in July. All property owners in the villages will be notified of the public hearing.

Katherine Merton asked Jim Sawyer to describe the soils evaluation process. Jim Sawyer described the digging of the pits that must be done on each property.

#### Schedule of Future PMT Meetings

- May 10
- June 14
- July 12
- August 9
- September 6
- October 11
- November 8
- December 13