

**Catlett – Calverton Sewer Project**  
**Project Management Team**  
**Golden Rule Builders, 3409 Catlett Road**  
September 12, 2018  
Meeting Notes

**Welcome & Introductions** – Sue Rowland welcomed everyone and asked everyone to introduce themselves (sign in sheet attached)

**Update on Project Activities:**

**Survey and Design Progress and Land Acquisition**– Tim introduced Craig Anderson, ERM, who is being brought on to help the county secure any easements that may need to be acquired from property owners that are not currently enrolled in the program. Bowman has been authorized to produce plats for those easements. Craig said ERM has worked for the county before, they are located in Warrenton. He will be reaching out to those property owners we need to get on board. This project will be adding value to properties and that is not always the case. Sue Rowland introduced Craig to Sara Lee Armstrong who has been talking to some of those landowners. Tim added that Craig will get started contacting folks in the next 2 weeks by letter and phone and in person. There are 28 parcels, 23 owners who are currently on the list to be contacted.

Bowman folks said that there are about 52,000 feet of force main and the profiles are currently being put together. The railroad crossing permit is being put together, the natural gas pipeline permit will follow. The easement plats for easements are also in process. Scrubbing the participant list for any changes is upcoming. Relative to Dominion there should be no problem getting power to the treatment plant. In response to a question about the start of construction, it was pointed out that we cannot say until we get a little farther on the easements before the County will authorize proceeding with construction. A discussion ensued on the acquisition of the treatment plant site. Tim said the County Attorney has indicated the seller is anxious to close and there are no outstanding obstacles that he is aware of. A discussion ensued on the order of construction and the strong concerns of the community that the timeline is slipping again. In answer to the question of when plans can be submitted to VDH. Bowman said once the location of the final few thousand feet of line are nailed down, within the next 30 to 60 days

(mid to late October), plans can go to VDH. In answer to a question of VDH review time Doug Canoday said they should be able to review within 30 to 60 days but he expects closer to 30.

**Update on Deeds of Easement** – looking to record them in November, once the county gives final go ahead to begin construction. The liens still need to be drafted for execution. Sue explained that there are some properties that have changed hands and we will need to make sure we have the ownership correct.

**Informing the Community** – Sue asked if we need to get anything out to the community yet? Charles said there is nothing definitive to tell people. Tim asked about notifying the community of the upcoming contacts on the easements. The suggestion was to only communicate with those who need to be contacted. There will be no community-wide communication at this time, it should be when a groundbreaking announcement is ready to be made. Jim Craun said that when that is done be sure to put the year on the groundbreaking date.

**Other Items** – Project signage was discussed.

**Future PMT Meeting:**

- October 10
- November 14
- December 12

*NOTE: On September 13 it was discovered that Supervisor Gerhardt's email had been inadvertently dropped from the meeting reminder emails after the June PMT meeting. Supervisor Gerhardt did not receive the reminder for this meeting as well as the July and August meetings. My apologies to the PMT for this oversight and my thanks to Amanda Woodward who called my attention to the oversight – Eldon James*