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## **TOWN OF CHILHOWIE**

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**Director-Public Works:** Jay Keen  
**Fire Chief:** C. David Haynes

### **Town Manager's Report to Mayor and Town Council** **January 10, 2019**

#### Substantial Completion of Downtown Revitalization Streetscape Portion of Project

The streetscape portion of the Downtown Revitalization Project achieved Substantial Completion on December 14, 2018. As you are aware it involved over a thousand linear feet of storm drain, several thousand square feet of sidewalk, curb and gutter; conduits, removal of unsuitable street base material, filling with several hundred tons of rock for the street and railroad bore, placement of five bases for decorative street lights, etc.

American Electric Power is slated to install the sixteen foot decorative poles the week of August 7 or 14. Two overhead street lights will be taken down and charges removed. The other two overhead street lights will remain on each corner of the downtown project area for illumination, namely at Main and White Top Road and Main and Walton. The Virginia Department of Transportation will do the paving late this winter or early spring.

The only remaining items left to be done on the project, and listed in the punch list, are patching at the Riverfront Restaurant parking lot, replacement of an expansion joint on the sidewalk in front of the Old Superior building, replacement of the grate in the Berry's parking lot to a more suitable width and placement of bricks around the existing wooden light poles.

The final quantities of the project will be submitted to Dennis Amos of Hurt and Proffitt soon for review, as will the quantities of the last change order for removing the unsuitable materials. Hopefully, there will be enough grant money to do all or part of the overhead utility consolidation. I don't anticipate having those final numbers until later this month and will present them to Council in February. Then it can be decided whether or not to move forward on the consolidation.

#### East Lee Highway Sidewalk Project

Pouring of the curb and gutter and business entrances began the end of December at the western end of the project at the intersection of Church Avenue and East Lee Highway. Also a field order will be done to raise a manhole at that intersection to match the sidewalk grade. Pouring of the sidewalk is slated to begin the week of January 14 or January 21 when the curb and gutter and business entrances are completed.

At the Progress Meeting on December 18 the cross walk was discussed that will cross East Lee Highway from Pine Avenue just east of the site of the farmer's market, at its connection to the south side of Lee at the Berry Truss Shop the existing sidewalk. There is no handicap sidewalk entrance shown on the plans. We all felt this was needed and made sense to do during the present construction. Either a change or field order will be worked up by the contractor and

submitted to the engineer Thompson and Litton. Then a price will be derived. The order will involve replacing two or three sections of the existing sidewalk and replacing it with the handicap entrance.

You also have attached a January 4 email to VDOT asking for an update on when we will get reimbursed for two pay requests that totaling \$113,251.17. We have not received that 80% update on the two pay requests at this writing. Thank goodness Council approved the letter of credit from New Peoples Bank.

#### Substantial Completion Meeting on Mill Creek Regional Water Treatment Plant Project (Project)

On January 3 Works Director Jay Keen and I had a meeting with the Washington County Service Authority (WCSA) Director and Assistant Director Robbie Cornett and Dave Cheeks , and Bobby Lane and Resident Inspector Steve Bonham of the Lane Group on the Substantial Completion situation on the Project. As was reported last month substantial was to have been achieved by June 1, 2018 after 118 days were added due to change orders in the project. Liquid damages are \$560 per day.

I have enclosed the same information to you that I included in the December packet. These items include Mark Jackson's of Frizzell Construction October 3 letter, which was received by email by Bobby Lane on November 3, requesting Substantial Completion. And Bobby Lane's response letter of November 28. In that letter and packet it laid out items that should be completed before substantial is granted. A seventeen page email response was received back by Frizzell on December 20 that I have not included in the packet, but will at your request. It details emails chains from several dates that is sometimes hard to decipher.

At our January 3 meeting we were not satisfied that these items were completed. We asked Bobby Lane to send another letter to the contractor on the outstanding issues. In addition we are asking The Lane Group, as our agent, to certify that these items have been satisfactorily completed and then get the WCSA and Town, as owners, to certify what The Lane Group has tentatively approved. Hopefully that letter will be prepared and presented to Council on January 10.

Pay Request 21 was submitted by Frizzell in the amount of \$14,633. The Lane Group will not recommend this submittal not be approved for a variety of reasons that will be explained at the January 10 Council meeting. A progress meeting on the Project will be held on January 9. Perhaps things will be further ironed out and detailed to finally substantial complete the project, and other measures averted.

#### Briefly

I recently attended a seminar at the Southwest Virginia Higher Education Center in Abingdon entitled "Financial Management for Small Water Systems: Planning for the Next Five years and Beyond". It was put on by the Virginia Department of Health. The seminar was put on by the University of North Carolina's Environmental Finance Center. It was well attended with about 50 attendees from the region representing senior management, financial staff, engineers, state and federal government funders , etc.

I was invited to speak to the Chilhowie Ministerial Association on December 11 at the Chilhowie Christian Church. I went over current and future projects of the Town and the Association seemed to receive the presentation very well and asked several questions. Association President Bobby Dunn put together a schedule for Ministers to do the invocation for 2019 and gave it to me. Now I can list their name and church formally on the agenda.

Happy New Year!

Respectfully Submitted,

John E. B. Clark, Jr.  
Town Manager





