

PUBLIC WORKS COMMITTEE REPORT to the BOARD OF SUPERVISORS
Tuesday, July 27, 2021
8:00 a.m.
107 NORTH KENT STREET, SUITE 200, WINCHESTER, VIRGINIA

PUBLIC WORKS COMMITTEE ATTENDEES:

Committee Members Present: J. Douglas McCarthy; Bob Wells; Gene Fisher; Gary Longerbeam; and Harvey E. "Ed" Strawsnyder, Jr.

Committee Members Absent: Whit Wagner

Staff and others present: Joe C. Wilder, Director of Public Works; Mary Beth Price, Interim County Administrator; Jay Tibbs, Deputy County Administrator; Ron Kimble, Landfill Manager; Mike Stewart, Senior Project Manager; Kevin Alderman, Shawneeland Manager; Kathy Whetzel, Animal Shelter Manager; Holly Grim, Assistant Animal Shelter Manager.

(Attachment 1) Agenda Packet

ITEMS FOR INFORMATION ONLY

1-Discussion/updates: Shawneeland Sanitary District:

We updated the committee on the status of water levels in Cherokee Lake. The lake level is over 60 inches below normal pool level. The low levels have impacted the beach area used by the citizens of Shawneeland. With the low water levels, we may have to close the beach area in early August. We will discuss this matter at the next Shawneeland Sanitary District Advisory Committee (SSDAC) meeting on Monday, August 2, 2021.

We also discussed recently received complaints about vehicles speeding throughout Shawneeland. We have attempted over the years to utilize speed limit signage, a few speed bumps and working with the Frederick County Sheriff's Office. The Sheriff's office has set up radar and speed limit enforcement with some help. But, overall, as in the rest of the county, vehicles in general are going too fast. We informed the committee we will discuss speeding at the SSDAC meeting and see what we can do in working together to get speeds reduced in Shawneeland.

2-Carry forward requests - Frederick County Regional Landfill:

We discussed the items listed in attachment 1 for several carry forward requests at the landfill totaling an amount not to exceed \$1,300,000.00. A motion was made by committee member Strawsnyder to recommend approval of the request. The motion was seconded by committee member Fisher and unanimously approved by the committee. This request will be forwarded to the Finance Committee for further consideration.

3-Discussion regarding staffing issues at the Frederick County Regional Landfill:

We discussed concerns we are having retaining and/or hiring employees at the landfill. We acknowledge that at this time, most departments are struggling to find help. At the landfill, we have had a high turnover rate for different positions over the past few years. The big

concern we have is the critical nature of keeping our landfill fully staffed so we can take the solid waste from our region. We take approximately 200,000 tons of waste per year from Frederick County, Clarke County, and the City of Winchester. We must remain open and stay fully staffed to comply with the Virginia Department of Environmental Quality (DEQ) requirements. After some discussion, the committee recommended the staff evaluate salaries of current employees and the salary ranges and bring the information with recommendations back to the committee at the August 31, 2021, meeting.

4-Carry forward request – Frederick County Animal Shelter:

The committee discussed the items listed in attachment 1 for a carry forward request for the Animal Shelter. A motion was made by Supervisor Wells recommending approval of the request in the amount of \$9,717.22. The motion was seconded by committee member Strawsnyder and unanimously approved by the committee. The request will be forwarded to the Finance Committee for further consideration.

5-Donation fund appropriation – Frederick County Animal Shelter:

The committee discussed the appropriation listed in attachment 1 for the Animal Shelter. A motion was made by Supervisor Wells recommending a supplemental appropriation in the amount of \$10,000.00 from donations in the reserve fund line item 10-240-2501. The motion was seconded by committee member Fisher and unanimously approved by the committee. The request will be forwarded to the Finance Committee for further consideration.

6-Supplemental appropriation for court restitution – Frederick County Animal Shelter:

The committee discussed two court restitution cases resulting in funds due to the Animal Shelter for animal care provided during the court cases. A motion was made by Supervisor Wells approving both amounts, \$1,126.80 and \$220.00. The motion was seconded by committee member Fisher and unanimously approved by the committee. The request will be forwarded to the Finance Committee for further consideration.

7-Discuss a possible building addition – Frederick County Animal Shelter:

We discussed a possible building addition utilizing the sally port area in the rear of the building. After some discussion, the committee recommended moving forward with design. I will request funds for the design to come from the donation fund reserve and forward the request to the Finance Committee for further consideration.

8-Public Works project updates:

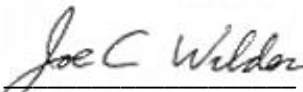
- a. Construction of the new 11-acre MSW Landfill, Phase 3, Cell A continues. It is anticipated the project will be completed by December 2021.
- b. Final work continues on Crossover Boulevard with an anticipated completion in September 2021.
- c. Design work for the renovation of space at Sunnyside Plaza for the Voter Registrar continues with a design completion by September 2021.

- d. Construction of Renaissance Drive, Phase 2 is imminent if final funding can be secured. A request from the Transportation Committee will be going to the Board of Supervisor meeting in August 2021.
- e. I will be attending DEQ working group meetings over the next few months to discuss possible increased state fees. The general assembly will be using recommendations from this committee to increase funds paid to the state for DEQ staff personnel performing landfill related work.

Respectfully submitted,

Public Works Committee

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

By 
Joe C. Wilder
Public Works Director

JCW/kco

Attachments: as stated

cc: Mary Beth Price, Interim County Administrator
Jay Tibbs, Deputy County Administrator
Ron Kimble, Landfill Manager
Kevin Alderman, Shawneeland District Manager
Kathy Whetzel, Animal Shelter Manager
Holly Grim, Assistant Animal Shelter Manager
file

**COUNTY of FREDERICK**

Department of Public Works

540/665-5643

FAX: 540/678-0682

MEMORANDUM

TO: Public Works Committee

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

SUBJECT: Meeting of July 27, 2021

DATE: July 20, 2021

There will be a meeting of the Public Works Committee on Tuesday, July 27, 2021 at 8:00 a.m. **in the conference room located on the second floor of the north end of the County Administration Building at 107 North Kent Street, Suite 200.** The agenda thus far is as follows:

1. Discussion/ updates: Shawneeland Sanitary District
2. Carry Forward Request: Frederick County Regional Landfill
(Attachment 1)
3. Discussion: Staffing Issues at the Frederick County Regional Landfill
4. Carry Forward Request: Frederick County Animal Shelter
(Attachment 2)
5. Donation Fund Appropriation: Frederick County Animal Shelter
(Attachment 3)
6. Supplemental Appropriations: Court Restitutions: Frederick County Animal Shelter
(Attachment 4)
7. Discuss possible building addition at the Frederick County Animal Shelter
8. Public Works Projects Update

9. Miscellaneous Reports:
 - 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)

JCW/kco

Attachments: as stated



COUNTY of FREDERICK

Department of Public Works

540/665-5643

FAX: 540/678-0682

MEMORANDUM

TO: Public Works Committee

FROM: Ron Kimble, Landfill Manager *RK*

THROUGH: Joe C. Wilder, Director of Public Works

SUBJECT: Carry Forwards to 2020/2021

DATE: July 16, 2021

We are requesting that funding remaining at the end of the 2021 fiscal year in each of the following line items be carried over into the new 2020/2021 budget.

12-4204-3002-00 Professional Services

Funding associated with this line item is associated with engineering costs for ongoing projects at the landfill. Moving the remaining funding in this line item into the 21/22 budget will ensure that current projects remain on schedule. An estimated amount of \$200,375 remains in this line item at the end of FY21.

12-4204-3004-04 Repair and Maintenance- Generators

Generators at the landfill gas to energy plant will require 20,000-hour service in August/ September of 2021. Much of this work is required to be done by manufacturer representatives. Funding for this task was allocated in the 20/21 budget. An estimated amount of \$118,143 remains in this line item at the end of FY 21.

12-4204-5408-03 Generator Spare Parts

Replacement parts associated with the 20,000-hour service for the landfill gas generators were included in the FY20/21 budget. The associated work has been carried over into the FY 21/22 budget, therefore we ask that the remaining funds in this line item be moved to the new budget. Approximately \$204,233 remains in this line item.

12-4204-8900-00 Improvements Other Than

Liner installation of MSW cell 3A is currently underway. This project was started in May 2021. We are asking that remaining funding in this line item be carried

forward to support this and other future improvement projects at the landfill.
Approximately \$1,174,079 remain in this line item at the end of FY 20/21.

In total, I am asking that an estimated \$1,698,830 be carried over into the
2021/2022 budget. Please contact me at 540-665-5658 should you have questions
regarding this request.

FREDERICK COUNTY - ANIMAL SHELTER

Kathy M. Whetzel
Shelter Manager
540/667-9192 ext. 2502
FAX 540/722-6108
E-mail: kwhetzel@fcva.us

MEMORANDUM

TO: Joe Wilder, Director of Public Works

FROM: Kathy Whetzel, Shelter Manager

SUBJECT: FY 20/21 Carry Forwards

DATE: 7/14/21

The Shelter is requesting a funding carry forward from FY 20/21 from line item 10-4305-3001-01 Professional Services -Donation in the amount of \$9,717.22. This amount is the unused portion of spay/neuter funding. The funds were appropriated from the Fleming donation for spaying and neutering shelter pets.

Please contact me if you have any questions.

KMW:hag

FREDERICK COUNTY - ANIMAL SHELTER

Kathy M. Whetzel
Shelter Manager
540/667-9192 ext. 2502
FAX 540/722-6108
E-mail: kwhetzel@fcva.us

MEMORANDUM

TO: Joe Wilder, Director of Public Works
FROM: Kathy Whetzel, Shelter Manager
SUBJECT: FY 21 Donation Fund Appropriation
DATE: 7/14/21

The Shelter is requesting an appropriation from 1034 donation fund, into line item 10-4305-3001-01 Professional Services - Donation, in the amount of \$10,000.00 for the FY 22 Budget.

The funding is part of the Dorothy Flemming trust given for the purpose of spaying and neutering shelter pets.

Please contact me if you have any questions.

KMW:hag

FREDERICK COUNTY - ANIMAL SHELTER

Kathy M. Whetzel
Shelter Manager
540/667-9192 ext. 2502
FAX 540/722-6108
E-mail: kwhetzel@fcva.us

MEMORANDUM

TO: Joe Wilder, Director of Public Works

FROM: Kathy Whetzel, Shelter Manager

SUBJECT: Supplemental Appropriation Request
Court Case Restitution – Professional Health Services

DATE: 7/14/21

The shelter is requesting funding in the amount of \$1,126.80 be appropriated to line item 010-04305-3001-00 Professional Health Services from 10DR 3-010-019040-0014 restitution fund in FY21. This amount represents funding received from court ordered restitution in the Leigh case. The restitution is from a court case in 2021.

Please contact me if you have any questions.

KMW:hag

FREDERICK COUNTY - ANIMAL SHELTER

Kathy M. Whetzel
Shelter Manager
540/667-9192 ext. 2502
FAX 540/722-6108
E-mail: kwhetzel@fcva.us

MEMORANDUM

TO: Joe Wilder, Director of Public Works

FROM: Kathy Whetzel, Shelter Manager

SUBJECT: Supplemental Appropriation Request
Court Case Restitution – Professional Health Services

DATE: 7/14/21

The shelter is requesting funding in the amount of \$220.00 be appropriated to line item 010-04305-3001-00 Professional Health Services from 10DR 3-010-019040-0014 restitution fund in FY21. This amount represents funding received from court ordered restitution in the Shell case. The restitution is from a court case in 2021.

Please contact me if you have any questions.

KMW:hag

**MEMORANDUM**

TO: Public Works Committee
FROM: Joe C. Wilder, Director of Public Works
SUBJECT: Monthly Tonnage Report - Fiscal Year 19/20
DATE: July 20, 2021

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: 16,803 TONS (DOWN 170 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	20,127
NOVEMBER	15,404	17,304	15,432
DECEMBER	14,426	14,362	15,496
JANUARY	13,973	14,913	14,480
FEBRUARY	12,764	13,380	12,030
MARCH	17,079	15,533	18,758
APRIL	20,313	17,475	18,627
MAY	19,443	17,010	17,105
JUNE	16,519	17,968	18,594

RECYCLING REPORT - FY

20/21

<u>MONTH</u>	<u>GLASS</u>	<u>PLAST</u>	<u>AL CANS</u>	<u>STEEL 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	274,820	556,460
OCT		18,680		12,020	64,040	125,982	5,660		283,901	510,283
NOV		17,760		11,760	42,680	120,440		55,900	243,340	491,880
DEC		31,520		12,280	69,460	142,000	4,120	33,620	242,100	535,100
JAN		21,840		15,260	62,280	119,020	3,360	27,760	180,940	430,460
FEB		17,000		6,440	34,460	107,480	3,320	29,200	117,920	315,820
MAR		25,360		20,500	89,640	144,800	4,240	25,960	290,520	601,020
APR		25,440		11,240	46,860	147,900	5,280	27,600	286,520	550,840
MAY		23,180		12,140	51,920	113,600	4,280	27,600	350,280	583,000
JUN		27,800		13,170	57,520	125,480	4,720	55,720	297,702	582,112
TOTAL	0	283,300	0	154,330	717,120	1,540,682	45,620	362,600	3,123,261	6,226,913
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	20	14	25	1	0	18	21	2	0	0	19
NOV	19	7	27	2	0	9	24	2	0	0	20
DEC	20	16	21	1	0	8	24	0	0	0	26
JAN	26	15	18	0	0	19	20	0	0	0	20
FEB	20	7	17	0	0	5	16	2	0	0	21
MAR	21	24	41	0	0	18	34	1	2	0	31
APR	31	17	37	2	0	25	32	1	0	0	29
MAY	29	14	27	3	0	13	26	4	0	0	30
JUN	30	12	27	0	0	11	27	2	0	0	29
TOTAL	299	155	318	14	0	173	283	23	2	0	305

In the month of June - 69 dogs in and out of kennel. .

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	79	52	5	3	0	47	3	3	1	0	85
NOV	85	38	6	1	0	35	2	9	0	0	84
DEC	84	36	7	1	5	55	0	2	0	0	76
JAN	76	19	2	1	6	57	0	1	0	0	46
FEB	46	9	3	1	0	16	0	0	1	0	42
MAR	42	17	5	0	0	30	2	1	0	0	31
APR	31	69	5	0	0	28	0	4	1	0	72
MAY	72	40	6	1	1	38	1	4	1	0	76
JUN	76	73	5	8	0	45	3	24	3	0	87
TOTAL	724	497	68	24	17	471	16	54	8	0	781

In the month of June - 162 cats in and out of shelter. 9 cats transferred to other agencies.