



BOOK 39
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AMHERST COUNTY
BOARD OF SUPERVISORS

Board of Supervisors

Claudia Tucker, Chair
District 2
Tom Martin, Vice-Chair
District 1
David W. Pugh, Jr., Supervisor
District 4
Chris Adams, Supervisor
District 3
Drew Wade, Supervisor
District 5

MINUTES

June 3, 2025

Administration Building - 153 Washington
Street - Public Meeting Room
Amherst, Virginia 24521
Meeting Convened - 3:00 PM

County Administrator
Jeremy Bryant

County Attorney
Mark Popovich

I. Call to Order

At a regular meeting of the Amherst County Board of Supervisors held on June 3, 2025, at 3:00 p.m., the following members were present:

BOARD OF SUPERVISORS:

Claudia D. Tucker, Chair
Tom Martin, Vice-Chair
David W. Pugh, Jr., Supervisor
Chris Adams, Supervisor

ABSENT:

Drew Wade, Supervisor

STAFF:

Jeremy S. Bryant, County Administrator
Stacey McBride, Deputy County Administrator/Finance Director
Mark Popovich, County Attorney
Kristen Freeman, Clerk

Chair Tucker called the meeting to order at 3:00 p.m.

NOTE: All Board of Supervisors' meetings are now being streamed live on Facebook and on YouTube.

II. Approval of Agenda

By motion of Supervisor Adams and with the following vote, the Board approved the agenda.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

III. Invocation and Pledge of Allegiance

Chair Tucer led the Invocation and Supervisor Pugh led the Pledge of Allegiance.

IV. Citizen Comment

John A. Marks, Jr. addressed the Board regarding the Gateway Project. (See Attachment 1)

V. Consent Agenda

By motion of Vice-Chair Martin and with the following vote, the Board approved the Consent Agenda for June 3, 2025.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

A. Minutes - May 20, 2025

It was moved that the Board adopt the minutes of May 20, 2025.

B. FY 25 Appropriation of Revenue - Sheriff's Office

It was moved that the Board approve the appropriation of funds as described.

C. Appropriation of Revenue - Social Services

It was moved that the Board appropriate funds received into the Social Services budget as described.

VI. Special Presentation

A. Commemorative Resolution 2025-2-CR

By motion of Vice-Chair Martin and with the following vote, the Board adopted Commemorative Resolution 2025-2-CR as presented.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

VII. Old Business

A. Gateway Project Update

The Board received an update on the Gateway Project from Tim Castillo, Service Authority Director. (See Attachment 2)

VIII. New Business

A. Special Revenue Fund for Route 29 Beautification

By motion of Vice-Chair Martin and with the following vote, the Board authorized the creation of a special revenue fund named Beautification Fund from leftover funds in the Beautification committee line item, and the transfer of the budgeted current year funding to the special revenue transfer line item.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

B. School Violence Prevention Program Grant

By motion of Supervisor Adams and with the following vote, the Board approved the Sheriff's Office request to apply for the School Violence Prevention Grant and allowed the 25% match to be paid from the Sheriff's

Office portion of Fine Revenue.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

C. Carryover FY25 - Department of Social Services

By motion of Supervisor Adams and with the following vote, the Board tabled this item until their June 17, 2025 meeting.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade

IX. County Administrator's Report

A. Introduction of the Assistant Zoning Administrator

The Board was introduced to the Assistant Zoning Administrator, Tyler Amburgey.

X. County Attorney's Report

A. Board of Equalization Member Recommendation

The Board was asked to begin considering appropriate members to be recommended to the Circuit Court for appointment to the Board of Equalization.

XI. Liaison and Committee Reports

A. Planning Commission - Annual Report

The Board received an annual report from Madam Chair, Ms. Beverly Jones.

XII. Citizen Comment

There was no public comment.

XIII. Matters from Members of the Board of Supervisors

Supervisor Adams let the other Board members know that he had spoken with the County Administrator regarding some of the billboard signs in the county and asked him to look into those to see if there is any work that the vendor can do to make those look better, and repair those that are blown over or broken. Mr. Bryant reported that Mr. Young, the Building Official, is working on that matter. Mr. Adams also raised his concern about the current composition of the Service Authority Board; he would like to see it return to its original format, where all five Board members serve on the Service Authority Board.

Supervisor Pugh had no matter to discuss.

Vice-Chair Martin stated that he had received a phone call from a citizen on Todd Lane in Mr. Wade's district who was interested in traffic-calming in her neighborhood. Mr. Martin stated that he shared this concern with the County Administrator, who, in turn, reached out to Sheriff Ayers regarding his department's potential installation of speed signs and conducting further patrols.

Chair Tucker stated that a member of the Planning Commission had approached her, stating there is some interest in extending the geographic boundary of the Beautification Committee to bring it up to the town

limits. Mrs. Tucker was questioning if that change would need to be addressed by a charter change. Mr. Creasy approached the Board and stated that staff will be bringing the charter change proposal to the Committee.

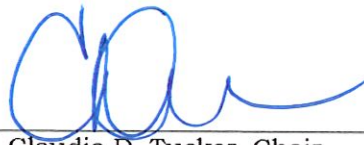
XIV. Adjournment

By motion of Supervisor Adams and with the following vote, the Board adjourned at 4:37 pm.

AYE: Mrs. Tucker, Mr. Martin, Mr. Pugh, Mr. Adams

NAY: None

ABSENT: Mr. Wade



Claudia D. Tucker, Chair
Amherst County Board of Supervisors



Jeremy Bryant, County Administrator

June 3rd, 2025 Comments to BOS Concerning Winton Country Club
and the Gateway Project #3

Good evening Madam Chair, members of the Board and Staff. My name is John A. Marks, Jr. and I reside in District #5. I have two items I would like to address.

First, on January 21st, 2025 the Amherst County Board of Supervisors held a public hearing on a proposed Draft-Agreement concerning Winton Country Club. The minutes state, "The Board tabled this item for a future meeting as soon as possible when all members are present and have sought outside counsel to review the current and proposed contracts." It has been four months since the public hearing, so under the Freedom of Information Act I am requesting a copy of the actions taken concerning the Board's commitment identified in the minutes and the results of those actions concerning this matter.

Second, I see from the agenda that the Board is receiving an update from the Service Authority concerning the Gateway Project. I believe the update will indicate that the Service Authority Board has voted to proceed, or will recommend proceeding, with the construction of Gateway Project #3, at a cost of \$351,834. I would like to gently remind this Board that Amherst County taxpayers have already spent or committed to spending \$462,453 in interest and engineering fees for Gateway and that the Service Authority is simply an agent of the County to oversee the project and bears no fiscal responsibility should the project fail to materialize. The County taxpayers will bear the brunt should the project fail to materialize. Why do I make this statement, because Resolution 2023-5-R and

the Support Agreement with the Service Authority, adopted by this Board, assumes all fiscal responsibilities. I would also mention that currently there is no formal commitment in writing relative to this project from the Developer, that the memorandum from the Service Authority Executive Director references instances where the Developer had shown little progress towards moving forward with the project, and is still not meeting target dates for providing information.

The Service Authority recommends that no work be performed on Gateway project #1 and #2 until the Developer has a BOS approved site plan and has committed to performing site work on the property. This same logic should be applied to Project #3.

I am of the opinion that the taxpayers are being placed in an unnecessary situation. Simply put, I feel like this Board is playing Monopoly with my money.

Thanks.

AMHERST COUNTY SERVICE AUTHORITY

P. O. BOX 100
MADISON HEIGHTS, VA
24572-0100 PHONE
(434) 845-1605
FAX (434) 845-1613
acsava@acsava.com

June 3, 2025

Memorandum

To: Board of Directors

From: Timothy E Castillo
Executive Director

RE: Gateway Project

At the December 2023 regular meeting, the Authority Board of Directors were presented with an alternative approach to reach the goals of the Gateway Project, reducing the project budget from \$7,768,250 to \$3,984,000.

At the February 2024 regular meeting, the Authority Board of Directors authorized entering into an engineering contract with Hurt and Proffitt for \$183,300. This was less than the budgeted amount of \$225,900.

The issue remained that there was little progress shown by the Developer towards moving forward with his project, one of the main instigators for the Gateway project. Staff was under direction not to move forward/spend funds significantly ahead of the Developer.

Staff working with ACSA engineers determined the best approach to keep the project moving forward but not in hindrance to the Developer, was to break the project into 3 separate projects due to the type of construction/contractors needed and project locations. Project 1 is the Sewer Pumping Station. Project 2 is the force main crossing the Morcom Property. Project 3 is the force main along Route 210 from the Morcom Property to an existing ACSA gravity sewer collection system. Attached, please find the map showing the location of each portion of the project.

ACSA partnered with the Developer to perform the required property survey work, resulting in a saving of \$16,300 on the engineering contract.

At the August 2024 regular meeting, the Authority Board of Directors authorized the ARPA Funding Grand Subrecipient Agreement, committing that grant funds received by Amherst County would be spent by the Authority to extend sewer service into existing developed areas that currently utilize individual onsite treatment systems (septic systems and drain fields), and for the purpose of extending public sewer service into an area of Amherst County known as "Gateway," which lacked public sewer service to accommodate any development of large property tracts.

Staff determined that project 3 could move forward while the Developer was analyzing the results of the property survey and how to best maximize the site due to changes required from original concept site plan. ACSA would wait for projects 1 and 2 until the revised site plan was finalized so the pump station location and force main routing would not be changing, possibly requiring additional engineering work being performed and costs resulting from those changes.

At the December 2024 regular Board Meeting, project schedules for ACSA and the Developer were presented. ACSA has been moving forward with our project schedule; however, the Developer has run into issues meeting his proposed project schedule.

Engineers moved forward with design, obtaining VDOT required approvals, bidding documents for project 3, "Route 210 Force Main". This project was advertised for Bid on April 17, 2025, with bids to be received May 27, 2025, at 2:00 pm.

Bids were received and opened publicly for the "Route 210 Force Main Project" on May 27th and two bids were received. Attached, please find the bid tabulation and engineer's recommendation of award.

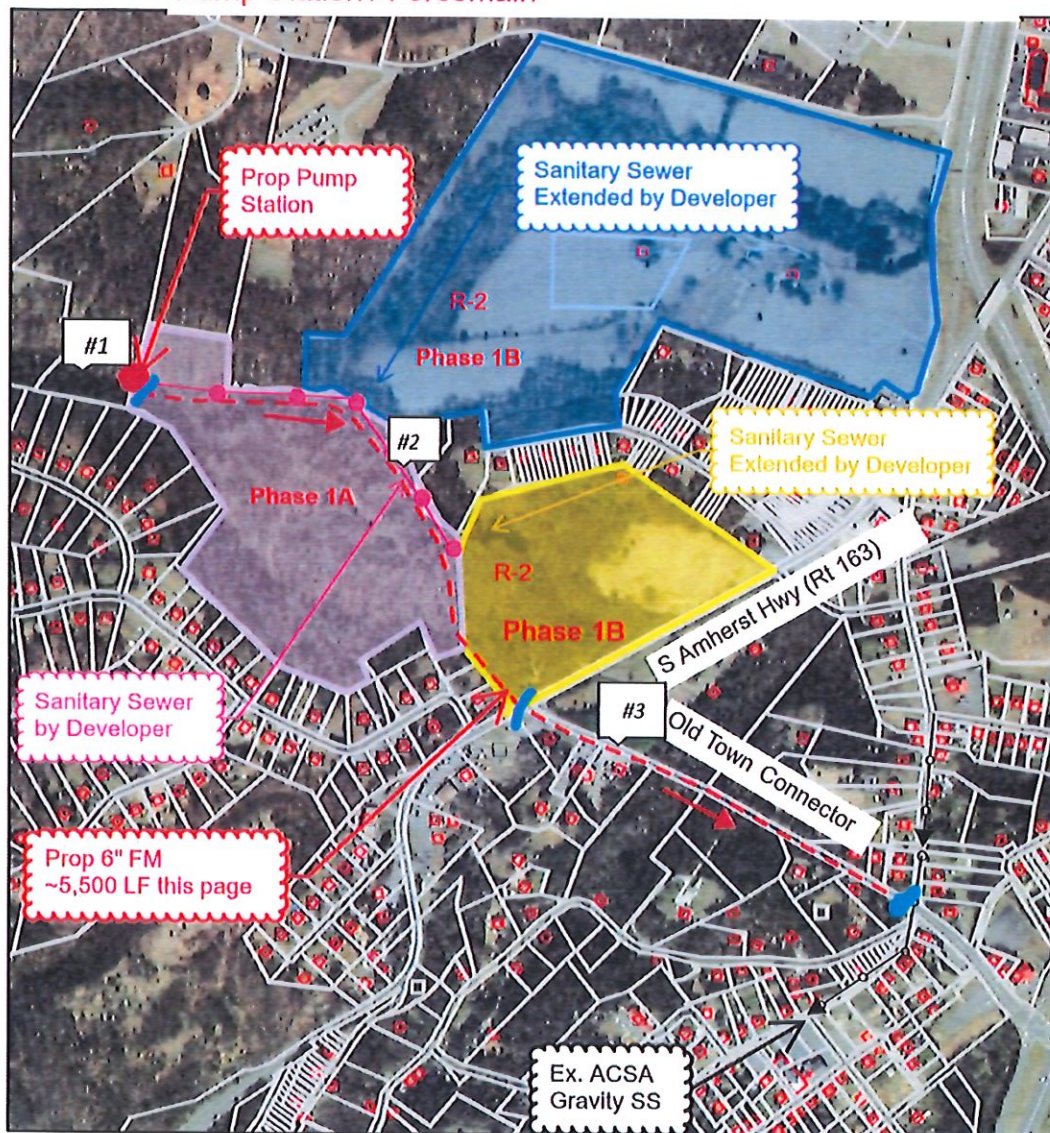
I am requesting:

1. Authorization to award and execute a construction contract to Toney Construction of Forest, VA in the amount of \$351,834.00 to perform the project, Gateway Old Town Connector Force Main.
 - a. The successful low bid was under the Engineer's Estimate.
 - b. This project is within the budgeted funds.
 - c. This project is to be paid for with ARPA Grant funds as obligated in the ARPA Subrecipient Grant Agreement.
2. Place a Hold on any work located on the Morcom property, Projects 1 & 2, until Mr. Morcom has a Board of Supervisors Approved Site Plan and has commenced performing actual site work on the properties.
 - a. On May 16th, I received correspondence from Site Engineer that Mr. Morcom is still revising the site layout and floor plans to maximize the site due to the topographic challenges of the site. When this is completed, Mr. Morcom will be presenting a revised site plan to the Board of Supervisors for approval.
 - b. On May 27th, during the monthly progress meeting with Hurt and Proffitt, this issue has not been resolved, and a date for presenting to the Supervisors has not been determined.
3. Not enter into any Long-Term financing until the Site Plan has been presented and approved by the Board of Supervisors. Project cost to date, including the construction contract award, can be funded from the ARPA Grant fund already received. ACSA is committed to spend the designated \$1,000,000 in ARPA funds by November 2026. Including engineering costs spent there will be remaining over \$550,000 in ARPA grant funds available for projects 1 and 2.
4. Authorize any assistance needed by County Grants Administrator to submit an SEID 2025 Grant Application. ACSA has assisted the County in submitting a grant pre-application for the amount of \$500,000. We met with the SEID grant reviewers to determine how to strengthen a grant proposal for a successful award. Halting work on Projects 1 and 2 will give time to see if the County would be awarded this funding. Reducing the amount of Long-Term financing needed to complete the project.
5. Continue to determine ways to reduced project costs, while still meeting goals of the Gateway Project. To date, project expenses have been under project budgeted amounts resulting in a

savings of \$58,000. If Project 2 costs are similar to Project 3 there could be an additional savings of \$125,000. In developing the project, the budget was developed with a construction contingency of 50%, standard practice during these uncertain bidding times. This resulted in a contingency amount of \$1,074,450. Should this contingency not be required we would significantly reduce the amount of Long-Term Financing needed to complete the project.

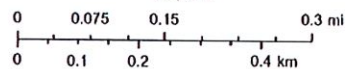
#1 = Sewer Pump Station #2 = Sewer Force Main on Morcom Property #3 = Sewer Force Main on Rt 210

**OPTION 2 - Development Pump Station Rt 210 Forcemain
Pump Station / Forcemain**



August 26, 2023

1:9,028



Legend

- Existing Gravity Sanitary Sewer
- Future Gravity Sanitary Sewer
- Proposed Forcemain
- Proposed Pump Station

The GIS data is proprietary to the County, and title to this information remains in the County. All applicable common law and statutory rights in the GIS data including, but not limited to, rights in copyright, shall and will remain the property of the County. Information shown on these maps are derived from public records that are constantly undergoing change and do not replace a site survey, and is not warranted for content or accuracy.



May 28, 2025

Mr. Tim Castillo
Executive Director
Amherst County Service Authority
113 Phelps Road
Madison Heights, VA 24572
Sent via email to tcastillo@acsava.com

Re: Gateway Old Town Connector Forcemain
Bid Recommendation
H&P Project #: 20240045

Dear Mr. Castillo:

Hurt and Proffitt prepared bid documents for the Gateway Old Town Connector Forcemain project. The project bid documents were advertised on April 22, 2025. A bid opening was held at the Service Authority office on May 27, 2025 and two bids were received, opened, and read aloud. A bid tabulation is attached and summarized below:

<u>Contractor</u>	<u>Base Bid</u>	<u>Responsive</u>
Atkins Excavating Inc.	\$896,625	Yes
Toney Construction Inc.	\$351,834	Yes

We have reviewed bids, the lowest bidder information, and recommend that Amherst County Service Authority accept the Toney Construction Inc. bid of \$351,834. If you concur with this recommendation, we will prepare the Notice of Award and contract documents for signature. If you have any questions, please do not hesitate to contact me.

Sincerely,
HURT & PROFFITT, INC.

Chad Hodges, PE
Project Manager

Encl.

Gateway Pump Station - Rt 210 Forcemain
Amherst County Service Authority
5/27/2025 0:00



						Atkins Excavating		Toney Construction	
Item	Description	QTY	Units	Unit Cost	Engineer Estimate	Unit Cost	Total Cost	Unit Cost	Total Cost
	Forcemain								
1	6" C900 Pipe	625	lf	\$ 75.00	\$ 46,875.00	\$ 100.00	\$ 62,500.00	\$ 76.00	\$ 47,500.00
2	6" SDR 11 Pipe	1200	lf	\$ 120.00	\$ 144,000.00	\$ 175.00	\$ 210,000.00	\$ 62.00	\$ 74,400.00
3	10" SDR 35 Pipe	110	lf	\$ 125.00	\$ 13,750.00	\$ 285.00	\$ 31,350.00	\$ 283.00	\$ 31,130.00
4	12" Steel Casing	110	lf	\$ 800.00	\$ 88,000.00	\$ 2,000.00	\$ 220,000.00	\$ 500.00	\$ 55,000.00
5	6" Plug Valve	1	ea	\$ 1,650.00	\$ 1,650.00	\$ 20,000.00	\$ 20,000.00	\$ 7,650.00	\$ 7,650.00
6	Air Release	1	ea	\$ 3,500.00	\$ 3,500.00	\$ 20,000.00	\$ 20,000.00	\$ 13,020.00	\$ 13,020.00
7	48" Dia. Sanitary Manhole	1	ea	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
8	Manhole Frame & Cover	1	ea	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00
9	Asphalt Patching	130	sy	\$ 170.00	\$ 22,100.00	\$ 275.00	\$ 35,750.00	\$ 176.00	\$ 22,880.00
10	Silt Fence	75	lf	\$ 8.00	\$ 600.00	\$ 15.00	\$ 1,125.00	\$ 8.00	\$ 600.00
	Other				\$ -		\$ -		\$ -
1	Construction Entrance	1	ls	\$ 2,500.00	\$ 2,500.00	\$ 8,000.00	\$ 8,000.00	\$ 13,000.00	\$ 13,000.00
2	Clearing & Grubbing	1	ls	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -
3	Seeding & ESC	1	ls	\$ 2,000.00	\$ 2,000.00	\$ 30,000.00	\$ 30,000.00	\$ 3,000.00	\$ 3,000.00
4	Traffic Control	1	ls	\$ 15,000.00	\$ 15,000.00	\$ 150,000.00	\$ 150,000.00	\$ 54,000.00	\$ 54,000.00
5	Mobilization	1	ls	\$ 17,574.00	\$ 17,574.00	\$ 80,000.00	\$ 80,000.00	\$ 16,754.00	\$ 16,754.00
Subtotal					\$ 369,049.00		\$ 896,625.00		\$ 351,834.00
Contingencies					\$ 36,904.90				
Estimated Construction Cost					\$ 405,953.90		\$ 896,625.00		\$ 351,834.00