

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
AUGUST 11, 2008  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA

CALL TO ORDER

The Carroll County Public Service Authority held their regular scheduled monthly meeting on Monday, August 11, 2008, at 12:30 p.m. in the Carroll County Governmental Center Board Meeting room. Members present included: David Hutchins: Chairman, Wesley Hurst, Sam Dickson: Vice-Chairman, Thomas Littrell, Andrew Jackson and Manus McMillian. Also present were Ray E. Hill, Director of Operations, Ronald Newman, Executive Director of PSA, Dana Phillips, Sec. /Treasurer of the Authority, Kevin Heath, Adams-Heath Engineering and Jim Cornwell, County Attorney.

Mr. Hutchins called the meeting to order at 12:37 p.m. and thanked everyone for being here today.

(ORDER)

APPROVAL OF MINUTES

Upon a motion by Mr. McMillian, seconded by Mr. Jackson and duly carried the authority does hereby approve the minutes of the July 14, 2008 meeting.

(ORDER)

APPROVAL OF CLAIMS/CHECK REGISTER/PAYROLL REGISTER/ONLINE TRANSFERS

Upon a motion by Mr. Dickson, seconded by Mr. Littrell and duly carried the authority does hereby approve the claims/check register/ payroll register and online transfers for August, 2008.

Check # 13527-13528 Void Checks

Check # 13529-13535 Payroll in the amount of \$975.47

Check # 15766-15829 Claims in the amount of \$229,248.34

Check # 1002 Gladeville/Cranberry Water in the amount of \$651.83 to Board of Supervisors

ON-LINE REIMBURSEMENTS TO OPERATING ACCOUNT

Rt. 100 Water	\$21,124.70
Gladeville/Cranberry Water	\$19,152.81
Gladeville/Cranberry Sewer	\$13,274.48
New Woodlawn Water	\$ 4,610.97
Cana Water	\$ 6,266.02
Airport Road Water	<u>\$ 3,200.43</u>
<b>TOTAL REIMBURSE</b>	<b>\$67,629.41</b>

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ON-LINE PAYMENTS TO LOCAL GOVERNMENT INVESTMENT POOL/DEBT RESERVE ACCOUNTS

Rt. 100 Water	\$229.70
Gladeville/Cranberry Water	\$617.60
Gladeville/Cranberry Sewer	\$597.70
New Woodlawn	\$375.90
Cana Water	<u>\$573.80</u>
<b>TOTAL DEPOSIT TO LGIP</b>	<b>\$2,394.70</b>

(ORDER)

APPROVAL OF TRIAL BALANCE/INCOME STATEMENT/ BUDGET BY DEPARTMENTS

Upon a motion by Mr. Littrell, seconded by Mr. Hurst and duly carried the authority does hereby approve the trial balance/income statement and budget by departments for August, 2008.

(ORDER)

APPROVAL TO APPLY FOR SOUTHWEST VIRGINIA WATER AND WASTEWATER CONSTRUCTION GRANT FOR EXIT 19 SEWER AND EXIT 1 WATER AND SEWER

Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the authority does hereby approve to apply for the Southwest Virginia Water and Wastewater Construction Grant for Exit 19 Sewer and Exit 1 Water and Sewer.

(ORDER)

INFRASTRUCTURE PLANNING AND TECHNICAL ASSISTANCE FUND FOR FANCY GAP WATER

Upon a motion by Mr. Hurst , seconded by Mr. Jackson and duly carried the authority does hereby approve to apply for the Southwest Virginia Infrastructure Planning and Technical Assistance Funding for Fancy Gap Water.

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(ORDER)

ADOPT RESOLUTION AUTHORIZING THE ISSUANCE AND SALES OF SEWER REVENUE BOND

Upon a motion by Mr. Littrell, seconded by Mr. Jackson and duly carried the authority does hereby approve to authorize the issuance and sales of sewer revenue bonds in the amount of \$3,261,000 for the Woodlawn Sewer project.

(ORDER)

APPROVAL OF ASSUMPTION AGREEMENT FOR WOODLAWN SEWER

Upon a motion by Mr. McMillian, seconded by Mr. Littrell and duly carried the authority does hereby approve the assumption agreement for Woodlawn Sewer.

(ORDER)

APPROVAL OF APPLICATION FOR HEALTH DEPARTMENT PLANNING GRANT

Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the authority does hereby approve the application to the Health Department for a Planning Grant for the study of water and sewer projects in the future.

(ORDER)

APPROVAL TO ADOPT RATE SCHEDULE FOR FREEDOM OF INFORMATION ACT

Upon a motion by Mr. Dickson, seconded by Mr. Hurst and duly carried the authority does hereby approve to adopt the rate schedule for information requested through Freedom of Information Act. The rate is as follows:

CD	\$20.00
PAGES 1-10	5.00
PAGES 11-????	1.00 PER PAGE

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**OLD BUSINESS**

Woodlawn Sewer-Time Line attached to minutes

Exit 19 Sewer-Time Line attached to minutes

Regional Water- Time Line attached to minutes

Exit Water/Sewer-Time Line attached to minutes

Happy Hollow-Meeting tomorrow (August 12, 2008) with Health Department in Abingdon. Jimmy Wallace (DCHD) representative will be there to review plans.

Pride more- On hold until Happy Hollow is set.

Sylvatus Extension/Mitchells Crossroads-Income Survey meeting September 18, 2008, 4 to 7 p.m. at Sylvatus Ruritan Building.

Route 221 Extension-Community Meeting set for August 19, 2008 at Hillsville Elementary School.

Fancy Gap-Held community meeting with residence last Wednesday. Need is more for sewer than water, but funding agencies will not fund sewer until we have a water system. More commercial, we are not eligible, but with more residential then we would eligible.

Mr. Hutchins stated concerning the meeting last week, we have a game plan. Game plan is to do a business plan for a community not a business. And out of that would be a cloud type scenario and each business would fall into that cloud so to speak, would also provide a plan and we would get commitments about their plans and goals if we had a sewer system in the area. Our Economical Development person will schedule meeting with community leaders to develop plans. If this is successful at Fancy Gap then it might also work in Cana.

Cana Sewer-Mr. Newman and Mr. Hill met with Mr. Jones, owner of building with sewer problems. Possible meeting date and site of community meeting will be decided on. City of Mt. Airy is still willing to work with us on water and sewer needs. Mr. Newman will work with Mr. McMillian on meeting site and date.

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(ORDER)

SET METERS FOR OAK HOLLOW CIRCLE

Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the authority does hereby approve to set meters for existing customers (without meters) on Oak Hollow Circle.

PUBLIC HEARING ON PROPOSED RATES

Mr. Hutchins opened the Public Hearing on Proposed Water and Sewer Rates, Connection and Service Fees at 1:09 p.m. With no one present to speak the Public Hearing was closed at 1:10 p.m.

GRANT ELIGIBILITY

Mr. Newman then explained to the Authority members the grant eligibility requirements based on Rural Development standards.

(ORDER)

ADOPT THE RATE AND FEE SCHEDULE

Upon a motion by Mr. Hurst, seconded by Mr. Jackson and duly carried the authority does hereby approve to adopt the rate and fee as advertised. (The rates and fees schedule will be attached to these minutes.)

The vote was as follows:

Mr. Littrell-yes	Mr. McMillian-yes
Mr. Dickson-yes	Mr. Hutchins-yes
Mr. Hurst-yes	Mr. Jackson-yes

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CLOSED MEETING-PURSUANT TO SECTION 2.2-3711A-3 DISCUSSION OR CONSIDERATION OF THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE, OR OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY, WHERE DISCUSSION IN A OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY.

(ORDER)

Upon a motion by Mr. Hurst, seconded by Mr. Jackson and duly carried the authority does hereby enter into Closed Meeting at 1:15 p.m. until 2:37 p.m. for the discussion of acquisition of real property for a public propose in the accordance with Section 2.2-3711-A-3.

(ORDER)

CERTIFICATION OF CLOSED MEETING

Upon a motion by Mr. Dickson, seconded by Mr. Littrell and duly carried the Authority does adopt the following resolution:

Whereas, the Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and accordance with the provisions of Virginia Freedom of Information Act;

Whereas, Section 2.2-3711 A 3 of the code of Virginia requires a certification of the Authority that such a Closed Meeting was conducted in conformity with Virginia law.

Now Therefore, Be it resolved that the Authority hereby certifies that, to the best of each member's knowledge (1) only public business matter lawfully exempted from open requirement by Virginia law were discussed in this Closed Meeting, were heard, or considered by the Authority.

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AUTHORITY MEMBER TIME

Mr. Hurst-Thank each one for turning out today. He is very excited about moving forward with the new projects and looking forward with new development in the county, and Regional Water Project. Thanks to all who work so hard on all projects.

Mr. Jackson- Thanks to leaders for all their hard work on time lines and getting us where we should have been long ago.

Mr. Dickson-Very pleased with all the progress we are making. We are actually initiating the change and seeing it happening.

Mr. Littrell-Feels like we are moving quickly on project. Enjoyed the meeting at Fancy Gap with Travis Jackson, he gave us some important information on how to make things work with this project. I really didn't want to vote for the rate increase today, but looking at the big picture with possible loosing funding, I felt it necessary to go along with the increase.

Mr. McMillian- I agree with everything the other members have said. I have a question for Ray about the fire hydrants in Cana. Are there still hydrants that are inoperable? Mr. Ray responded that the Cana fire department has tested the hydrants and all that were reported inoperable have been fixed. Mr. McMillian then stated that he is really excited about all lot of the things that are going on. Thanks to everyone involved with the entire project.

Mr. Hutchins-I really appreciated all the help of Ray, Dana, Ronald, Kevin and others that have contributed on the time lines. We will be giving you phases on Exit 1. Phase one delivers water and sewer on time for the customers. Long range phase two, is looking at the Exit 1 and a wider area with a tower possible at some elevation that would feed the Fancy Gap system. Even a phase three that would tie Exit 1 in with Mt. Airy's water and sewer systems. Gary and the economic team are working on the Fancy Gap area. Will be seeing more time lines in the future for the authority. Also I would like to ask Adams-Heath to be prepared with a presentation or brief of the projects they have at each meeting of

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the authority. We need to have a meeting to work on the goals of the PSA. Thank everybody for all their hard work.

ADJOURNMENT

Upon a motion by Mr. Dickson, seconded by Mr. Jackson and duly carried the authority does hereby adjourn until the next meeting on Monday, September 8, 2008 at 12:30 p.m . at the Carroll County Governmental Center.

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David Hutchins, Chairperson

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Ray E. Hill, Director of Operations

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Dana Phillips, Sec./Treasurer