

MEETING MINUTES
CARROLL COUNTY
PUBLIC SERVICE AUTHORITY
JULY 14, 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, July 14, 2008, at 12:30 p.m. in the Carroll County Governmental Center Board Meeting room. Members present included: David Hutchins: Chairman, Wesley Hurst, Vice-Chairman: Sam Dickson, 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 12:40 p.m.

Mr. Newman announced an amendment to the agenda, which included a closed meeting for Virginia Code Section of 2.2-3711 A-3 –Acquisition and disposition of real Property with public discussion and A-7 -Consultation with legal counsel pertaining to actual or probable litigation.

It was consensus of the authority to amend the agenda.

(ORDER)

APPROVAL OF MINUTES, CLAIMS /TRANSFERS AND FINANCIAL

Upon a motion by Mr. Hurst, and seconded by Mr. Jackson and duly carried the authority does hereby approve the minutes of June 9th, 16th, and 23rd, 2008, also the Claims/Transfers and Financial statements for July 2008. NOTE: The claims are on file in the Public Service Authority office.

Check # 13520-13526 Payroll in the amount of \$975.47

Check # 15650 to Clerk of Court in the amount of \$391.00

Check # 15701-15765 Claims in the amount of \$194,276.82

Check # 1001 Gladeville/Cranberry Water in the amount of \$651.83 to Board of Supervisors

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ON-LINE REIMBURSEMENTS TO OPERATING ACCOUNT

| | |
|----------------------------|-----------------|
| Rt. 100 Water | \$22,750.74 |
| Gladeville/Cranberry Water | 48,345.02 |
| Gladeville/Cranberry Sewer | 52,083.92 |
| Canawater | 5,851.52 |
| Airport Road Water | <u>1,311.82</u> |
| TOTAL | \$130,342.02 |

ON-LINE PAYMENTS TO LOVAL 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 |
| Canawater | <u>573.80</u> |
| TOTAL | \$2,394.70 TO LGIP |

Mr. Newman then informed the Authority that Mr. R.T. Taylor with Davenport was present to discuss the possible re-financing of the PSA Debt.

Mr. Taylor then discussed the findings for the Authority on the 5 loans by the 3 banks responding to the study. This report is included as part of these minutes.

(ORDER)

Upon a motion by Mr. Hurst, seconded by Mr. Dickson, and duly carried the Authority does hereby approve to go ahead with the proposal by Davenport.

APPOINTMENT OF COMMITTEE MEMBERS

Financial and Budget –Mr. Hurst, Dr. Littrell
Planning –Mr. Hutchins, Mr. Dickson
Construction-Mr. McMillian, Mr. Jackson

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AUTHORITY MEMBER DIRECT DEPOSIT

It was the consensus of the Authority for all members to go to direct deposit.

(ORDER)

WAVE 30 DAY NOTICE

Upon a motion by Mr. McMillian, seconded by Mr. Hurst, and duly carried the Authority does hereby agree to wave the 30 day notice of requirement before the by-laws are changed.

(ORDER)

ARTICLE -5 OF BY-LAWS

Upon a motion by Mr. McMillian, seconded by Mr. Jackson and duly carried the Authority does hereby change Article 5 to state that the checks or drafts maybe signed by the Chairman and or Vice-Chairman and one (1) other office of the PSA.

(ORDER)

CLOSED MEETING-PURSUANT TO SECTION 2.2-3711 A(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 &. 2.2-3711 A (7)CONSULTATION WITH LEGAL COUNSEL AND BRIEFINGS BY STAFF MEMBERS OR CONSULTANTS PERTAINING TO ACTUAL OR PROBABLE LITIGATION, WHERE SUCH CONSULTATION OR BRIEFING IN OPEN MEETING WOULD ADVERSELY AFFECT THE NEGOTIATING OR LITIGATING POSTURE OF THE PUBLIC BODY.

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Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the Authority does hereby enter into Closed Meeting at 1:05 p.m. until 1:40 p.m. for the discussion of contract agreement and personnel in the accordance with Section 2.2-3711 A(3), A (7).

(ORDER)

CERTIFICATION OF CLOSED MEETING

Upon a motion by Mr. Jackson, seconded by Mr. Dickson and duly carried the Authority adopted 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), A (7) 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 matters lawfully exempted from open requirement by Virginia law were discussed in this Closed Meeting, were heard, or considered by the Authority.

OLD BUSINESS

Mr. Newman then up-dated the Authority on Old Business

Airport Road- Finished and Closed Out-Waiting for approval of closeout.

Fancy Gap/Exit 8-Did not receive Health Department Funding. Mr. Hutchins requested that Ms. Isom work with Mr. Newman and Mr. Heath and come back to the Authority with a target service area.

Airport Road Connector Line-Did not receive Health Department Funding.

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Woodlawn Sewer-Few Easements left will be turned over to County Attorney for Condemnation.

Exit 19 Sewer-Have submitted application to Tobacco Commission for funding. Should know next week about funding and alternative.

Exit 1 Water/Sewer-Now have water. Announcement of Love's last week. Now we have to get DEQ's approval of water system and sewer disposal system. Should be discussing funding in August, probably through Virginia Resource Authority in September.

Airport Road (Rt. 100) and Austinville Connector lines (Regional Water) Rt. 100-Will be folded in Rural Development Application, Austinville to Rt. 69 funding application to Tobacco Commission. Project will be broken down to 4 sections: Line out Rt.69 to Water Tank, one water tank to other water tank, Rt. 100 connector, and new Water tank and two pump stations.

Happy Hollow -Meeting with Jimmy Wallace and community. Needing more on work schedules. Christie has submitted new list to Mr. Wallace and waiting to see what he thinks.

Sylvatus and Mitchell Crossroads-Will set up community meetings for surveys and income statements.

Rt. 220 Extension-Have a community meeting set up at Tuesday, August 19, 2008 at 6 p.m. at Hillsville Elementary School Cafeteria.

CANA SEWER- Mr. McMillian will work with Mr. Newman to find a possible spark plug for the Cana Sewer.

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Mr. Newman then asks the Authority to rank the projects in order for funding from Rural Development.

His recommendations were as follows:

1. Regional Water
2. Exit 1 Water/sewer
3. Exit 19 Sewer
4. Fancy Gap Water
5. Fancy Gap Sewer

(ORDER)

Upon a motion by Mr. Jackson, seconded by Mr. Dickson and duly carried the authority does hereby approve the ranking as presented by Mr. Newman.

Break for 15 minutes. Until 2:35 p.m.

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(ORDER)

RECOMMENDATION OF PRE-QUALIFYING ENGINEERING FIRMS

Upon a motion by Mr. Hurst, seconded by Dr. Littrell and duly carried the authority does accept the recommendation of the five (5) Engineering Firms submitted by the committee. They are as follows:

Adams-Heath Engineering

Peed & Bortz, L.L. C.

The Lane Group

Anderson & Associates, Inc

Drapen Aden Associates

HAPPY HOLLOW ENGINEERING

It was consensus of the Authority to select Adams-Heath for the engineering services for Happy Hollow Self-Help.

ATHORITY MEMBER TIME

Mr. Hurst stated that he is glad to see everything is moving forward for the PSA. Dr. Littrell and I are very proud to be representing Carroll County with Regional Water Authority. Very concerned that Carroll County is behind the project time line on that project. Wants to make emphasis that Regional is a major priority for us going forward. We need to be ready when Regional is finished, instead of paying for water and not using it. With the Exits at the interstate, we have to take care of the residence of the

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county, but the infrastructures for these exits is vital for us getting business in here and putting people to work and having times go forward. He also asks Mr. Newman that when it comes time for us to meet with on Sylvatus and Mitchells' Crossroads to please communicate with him to make sure we have plenty of time for all citizens to be able to attend. It has been a great privilege to work with Mr. Hill and Dr. Littrell on the Engineering Committee. Thanks to Mr. Chairperson for all the help you have given to working the PSA projects.

Mr. Jackson stated that the new leadership that we have in place now has got us on the right and fast track to get things done. When we look back in a year, I think we will see that we will have most, if not all of these things done. Thanks to everyone for their hard work.

Mr. Dickson thinks the PSA is on the move forward which our intent is, and within the next year or so that members would be able to appoint themselves off the PSA Authority. Thanks to all who worked on Loves' truck stop. Oak Hollow residences that don't have meters need to see how many don't have meters and determine cost of getting meters for any that don't have them.

Dr. Litrell said things move much slower that I would have dreamed they might but we are certainly moving ahead. Thanks to David and the staff of the PSA for the hard work and look forward to seeing all the progress over the next few months.

Mr. McMillian stated it is a privilege to work with all the staff, board, Dana, Ray, new Director and Gerald. There will continue to be stumbling blocks, like exit 8. What you do is regroup and come back; you might have lost the battle, but not the war. It is hard not to reflect back on past years. But I have been told before; you cannot go forward while looking in the rear view mirror. Focus; that is what we intend to do and I am very proud of the accomplishments that this board has made. I appreciated the help with Love's truck and think this is the beginning of a ripple effect. There are a lot of great things that will be coming in the near future.

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David Hutchins stated that it was a pleasure for him and Mr. Dickson to announce the Love's truck stop. We have been working on it for about 14 or 15 months. Lots and lots of speed bumps, but we succeeded. I am sure sometimes Ray opens his e-mails and says o' no not another one. It will not cease, if we are going to move forward. I have said before we will not fail. Failure is not something I am accustomed to and we will work around it to move forward. I appreciate all your support. I am vocal, but know that I have your support. Thanks to Dr. Littrell and Mr. Hurst for their work on the financial committee. If we get the other projects going then Mr. McMillian and Mr. Jackson, you will have something to do. But until that point in time, Sam it is just you and I. I would like to get together with Kevin, Dana, Ray and Ronald on August 28, 2008. Not a Board meeting, just Sam and I. I want a plan of every project that lays out every task, from the planning to turning on the tap or the 1st flush of the commode. Whatever that is, there are a lot of steps that goes in between. Identify each task and who is responsible. Are they dependant, or independent, does it have to be done before or after or can it be done together? I want to know the go to person who is responsible for each and if they are on time or behind. If they are behind I want to know why. Because you know guys we can bring projects in on time. We can do that and that is what we are going to do. What night works for you all? Thursday at 5 p.m. This is going to be a weekly thing until we get all projects identified.

ADJOURMENT

Upon a motion by Mr. McMillian, seconded by Mr. Dickson and duly carried the Authority does hereby adjourn until their next regular scheduled meeting on Monday, August 11, 2008 at 12:30 p.m. at the Carroll County Governmental Center.

David Hutchins, Chairperson

Ray E. Hill, Director of Operations

Dana Phillips, Sec. /Treasurer