

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
NOVEMBER 17, 2014
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
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CALLED TO ORDER

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday November 17, 2014 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included Sam Dickson, Chairman, Jeanette Dalton, Vice Chairman, Thomas Littrell, David Hutchins, James Light and William Payne. Also present was Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority. Executive Director, Gary Larrowe was absent.

Mr. Dickson: Mr. Larrowe is at a Rural Summit.

CITIZENS TME

No Speakers

(ORDER)

APPROVAL OF CONSENT AGENDA

Upon a motion by, Mr. Hutchins seconded by Dr. Littrell, and the duly carried the Authority does hereby approve the consent agenda, sections A, B, and C. The October 13, 2014 minutes were approved and are on file in the PSA office. The claims are on file in the PSA office.

Section A: Approval of Minutes

Section B: Authority Approval Items, Additional Items

Section C: Approval of Claims, Late Arrivals and Online transactions

Claims

End of October Claims Check #20480-20595 \$10,682.83

Beginning of November Claims Check # 20596-20540 \$191,764.45

Transfer for claims

CCPSA to Operating end of October claims \$10,682.83

CCPSA to Operating for November claims \$161,764.45

Operating to Cliffview (September and October) \$3,384.80

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Transfer for Reserves

CCPSA to Debt Reserve	\$8,614.50
CCPSA to Short Lived Assets	\$10,652.83
CCPSA to O & M Reserve	\$5,613.93

Old Business

Commonwealth fire hydrant is ordered, but has not arrived.

Project Updates

I-77 Exit 1 Water - Construction

Contractor (Eastern Tank and Utility Services) has installed the majority of all water lines and has erected the water storage tank. The Contractor is currently working primarily on the booster pump station. Once the pump station is operational, it will be used to fill the lines and tank with water in advance of system testing.

Mr. Dickson: Do we have any idea of how much longer it will be?

Mrs. Montgomery: I am hoping about three weeks if everything goes well. If anyone is interested in riding through I'd love to take you.

Dr. Littrell: Are the wells at Loves behaving themselves?

Mrs. Montgomery: Yes, for the temporary they are. We still have the haul truck. We have it put up because of the cold weather. Henry County has been gracious enough to allow us to keep it. It is one of those things that as long as we keep that the wells will be ok. However, as soon as we send it back something would probably happen.

Dr. Littrell: The three weeks would take care of having that online.

Mrs. Montgomery: Yes, that would give us the new well at the tank and the water from Mt. Airy.

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Fancy Gap Water & Sewer - Construction Phase

Water –

All original construction has been completed and all original construction contracts have been closed out.

For the CCPSA's request to use remaining project contingency funds for water line extensions (Devo, Chris, Foggy Ridge) and a portable generator, plans/specs for the water lines have been completed and have been approved by VDH. Awaiting USDA-RD authorization to bid.

Sewer -

All original construction has been completed and all original construction contracts have been closed out.

Coon Ridge Water – Construction Phase

All construction is completed and final cleanup Change Orders for both construction contracts have been approved. Preparing final closeout documents for the Project.

Cliffview Water – Design Phase

Plans have been submitted to regulatory agencies for permitting. Health Department review comments have been received and are being addressed. PSA staff is working toward securing easements in advance of advertising for bids.

Mrs. Montgomery: We are diligently working on the easements. I think we have about half. So we are doing pretty good on those.

Dr. Littrell: Is that going to be a challenge for the easements?

Mrs. Montgomery: I would say they are going very well wouldn't you say so Dana?

Mrs. Phillips: Yes

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Dr. Littrell: As bad as everyone needed the water out there, I would have thought, there may be one or two.

Mrs. Montgomery: One that seems to be complicated is the one we need one from DCR because of the Park but it is in Richmond and they are responding. Therefore, that is good. Any questions?

Mr. Dickson: I know we borrowed a haul truck, how do most authorities purchase their own truck? Is it from money left over from a project or are there any grants? Dana may know, I asked her to check on it about a month ago.

Mrs. Phillips: I think they use their own funds. Probably what they do is fill pools and things like that and have more calls.

Mrs. Montgomery: I think they had a faulty system kind of, like Loves were it was on wells. They do not use it as much now because they have gone to a sustainable water source like we have. We should not have a need for something like that, I mean an extreme need, once we get generators in place. For small systems like Loves that is something, you do really need, but we never really thought we would need it because of the Mt. Airy water coming through.

FUNDING APPLICATIONS

Cana Sewer - No engineering activity during this month.

Oakland Water Study – No engineering activity during this month.

Meadowbrook Water Improvements Study – No engineering activity during this month.

Sheeptown Water Study – No engineering activity during this month.

Cana Water SEARCH Grant – No engineering activity during this month.

Mr. Willams: Has the search grant or any studies been started with that yet?

Mrs. Montgomery: That was one of the approval items. It was for an engineering services grant applications. So we can start those once we get an engineer on board.

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Dr. Littrell: Would you help expand my knowledge base? I know what SCADA is, but what do those letters stand for. A couple of us were discussing it but weren't sure.

Mrs. Montgomery: Supervisory Control and Data Acquisition.

Dr. Littrell: I'll never remember that but at least I have heard it once.

Mr. Dickson: That gives us a record of the data from...

Mrs. Montgomery: It gives us control of the system and we have a record as well.

Mr. Dickson: The Cana sewer - has there been any revelations on anything we can do?

Mrs. Montgomery: There is nothing new; we can always start researching again.

Mr. Heath: Just the opportunities that we have looked at so far in terms of a grant only program.

Mr. Dickson: Thank you.

New Business

No New Business

Authority Members Time

Mr. Light: Nothing at this time.

Mrs. Dalton: Nothing at this time.

Mr. Hutchins: You're doing good Mr. Chairman. You're going to be out of here in 20 minutes.

Dr. Littrell: I've talked to a few people in the Pipers Gap area. We are still looking for our spark plug to go door to door to get people signed up. We are working on that.

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Mr. Payne: Jessica answered my questions about the grant money when that would start as far as any study about the water in Cana. I would like to see us get more on the sewer down there as far as sign ups so if anything ever does happen we will be ready

Mr. Dickson: Only thing I have, I harp on this too much probably. We have a Self Help plan and I'm assuming there may still be money in that. Dana or Jessica do you know if that is still available.

Mrs. Phillips: It is still there. We tried to work on Buckwoods a little bit. In the board pack there was a woman on Monorat she is on the other side of that, where it is not very populated.

Mr. Light: How far away is she, and how many houses are out there?

Mrs. Phillips: We came out Monorat from the Oak Grove side at that trailer park. We have water there. She is on the opposite side on the 620 side. There is a lot of "dead space". She has come to all our water meetings.

Mr. Light: Is this a place that's going to have any projects that could close and be some leftover money.

Mrs. Phillips: She isn't close to anything. Did we do an estimate all the way through Monorat?

Mr. Heath: We looked at trying to go through Coulson Church Road.

Mrs. Dalton: Is there a lot of other houses?

Mr. Hutchins: I hate to say it but there's just not really much there.

Mrs. Phillips: There is probably about 6 and then when you come out Monorat there is a lot of vacant space.

Mr. Dickson: Sounds like we need a road bore through there. Any other questions? On the Self Help thing if you happen to be in your district and you decide to drive off it and you decide that it may be a good candidate for Self Help. This is something were we can get water to people without having to borrow money most of it is paid for by the Self Help Program. But the community does have to help. Easier jobs like holding a flag, they don't have to actually have to be the one to dig the lines. But if you run across that we would entertain the idea.

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Mrs. Dalton: Is that income based?

Mr. Dickson: With the wages most of our people are paid it is usually not hard to find. We haven't had trouble before

Mr. Payne: Is that something like down on the Exit 1 were it came out through where the Bobbitts live, and three of them wanted water?

Mr. Dickson: That's something we could look at and see what their standards are for loaning. One of our roads was about a mile, Happy Hollow was less than a mile.

Mr. Heath: Happy Hollow was about a mile and Pridemore about a half a mile.

Mr. Hutchins: There is no limit on the length as long as it meets the requirements.

Mr. Dickson: Would you mind giving that information to Dana?

Dr. Payne: What about the Flower Gap Church, they wanted the water but it does not go quite that far.

Mr. Dickson: How many houses are there?

Dr Payne: About 3.

Mr. Dickson: As far as looking at it, we want to get all the service we can.

Mr. Payne: They really want water out there.

Mr. Dickson: They have need. They have bad water and low income that is a good start. If you would do that then. Anyone else have anything?

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(ORDER)

ADJOURNMENT

Upon a motion by Dr. Littrell and seconded by Mr. Payne and duly carried the Authority does hereby adjourn at 2:32p.m. Until the next regular scheduled meeting on December 8, 2014 at 2:00 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

Sam Dickson, Chairman

Gary Larrowe, Executive Director

Dana Phillips, Sec./Treasurer, Assistant Director