

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
MARCH 8, 2010  
CARROLL COUNTY HIGH SCHOOL  
AUDITORIUM  
HILLSVILLE, VA

**CALLED TO ORDER**

The Carroll County Public Service Authority held their regular scheduled meeting on Monday, March 8, 2010 at 12:30 p.m. in the Carroll County High School Auditorium. Members present included: Andy Jackson, Chairman, Manus McMillian, Vice Chairman, Sam Dickson, David Hutchins, Thomas Littrell, and Jeanette Dalton. Also present were Gary Larrowe, Executive Director and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Chairman Jackson called the meeting to order at 12:35 p.m.

**(ORDER)**

**APPROVAL OF CONSENT AGENDA**

Upon a motion by Mr. Littrell, seconded by Mr. Hutchins and duly carried the Authority does hereby approve the Consent Agenda for Sections: A, B, and C the Claims are on file in the PSA office:

**Claims:**

Check # 17078 to Clerk of Court for Certificate of Take in the amount of \$830.00.

Check # 17079 to Bayne Tipton in the amount of \$450.00.

Check # 17080 to 17127 Claims in the amount of \$122,014.09.

Payroll Register-Auto-Draft in the amount of \$975.47.

**ON-LINE TRANSFERS FOR FEBRUARY 2010 FROM OPERATING TO THE FOLLOWING ACCOUNTS:**

Gladeville/Cranberry Water	\$19,665.74
Gladeville/Cranberry Sewer	\$17,284.99
Route 100 Water	\$11,528.92
Cana Water	\$ 2,085.92
Airport Road Water	\$ 778.69
Woodlawn Water	<u>\$ 713.22</u>
<b>TOTAL</b>	<b>\$52,057.38</b>

**REIMBURSE FOR CLAIMS**

Gladeville/Cranberry Water	\$26,055.12
Gladeville/Cranberry Sewer	\$15,099.05
Route 100 Water	\$25,354.40
Cana Water	\$10,322.73
New Woodlawn Water	\$ 3,776.88
Airport Road Water	<u>\$ 1,176.26</u>
<b>TOTAL</b>	<b>\$81,784.44</b>

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**NATIONAL BANK ON-LINE PAYMENT TO LOCAL GOVERNMENT INVESTMENT POOL DEPOSIT TO DEBT  
RESERVE ACCOUNT (LGIP)**

Gladeville/Cranberry Water	\$ 617.60
Gladeville/Cranberry Sewer	\$ 597.70
Route 100 Water	\$ 229.70
Cana Water	\$ 573.80
New Woodlawn Water	\$ 375.90
Airport Road Water	<u>\$1,376.20</u>
<b>TOTAL</b>	<b>\$3,770.90</b>

**SECTION B: AUTHORITY APPROVAL ITEMS**

(ORDER)

**APPROVAL IPR CONNECTIONS**

Upon a motion by Mr. Littrell, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to waive connection fees for Indoor Plumbing Rehabilitation projects.

**CITIZEN'S TIME**

**Mary Price**-I want to thank you for letting us come in and express our concerns about our needs for water. I received my door hanger and came into the PSA office. I looked at the map for the Sylvatus and Mitchells Crossroads area and have some questions on the direction in which the water lines are going. Please do not forget all of us that have previously signed up; the map looks like some of us will not be included. Mr. Larrowe responded that there really is no true design or redesign for those water lines yet. Right now, we are still seeing where the interest is and trying to take everyone into consideration.

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**PROJECT UPDATES:**

**Woodlawn Sewer**-The Crooked Creek fence has been completed at the pump station. Landform is almost ready to finish the priority section and the force main test passed. A bar screen is going in today at the Training Center to help ensure that trash does not get into the line. Mr. Heath added that the 1<sup>st</sup> Phase will be up and operating by the end of the week. Also, the 2<sup>nd</sup> Phase that ties into Exit 14 had a targeted date of March 15 but in all likelihood will be missed by about a week. There is still about 1,300 ft of gravity sewer and forced main to be installed along Carrollwood Drive. Mr. Littrell asked Mr. Heath about time allowed to the construction crews for the missed days due to weather. Mr. Heath responded that there are 4 days built into each month to allow for "bad" weather but once more than 4 days are missed usually additional working days have to be added even beyond the deadlines.

**Exit 19 Sewer**-Door hangers were put out with March 15, 2010 as the deadline for free connections. We also had a change order in but USDA rejected it. We have resubmitted it with more substantial evidence and are hoping that it will be approved soon. Power is supposed to go to the pump station today.

**Exit 1 Water and Sewer (Love's Project)**-Love's has been open since February 18<sup>th</sup>. This is very important for Carroll County and the PSA. A lot of hard work has gone into this project to get the stores up and running. This will provide anywhere from 80 to 100 jobs in the county! Recently, there was a power outage at Love's and the PSA stepped in with its generator system to keep the water and sewer services going. This problem has been taken care of by APCO.

**Long Range Water**-Door hangers have been put out in this area with March 15, 2010 as the deadline for free connections. We are getting ready for the preconstruction meeting with the five contractors that are working on this project. Construction is set to begin on March 15<sup>th</sup> for this project.

**Exit 1 Water**-We still have a larger project that we are working with Mt. Airy on. We are still trying to find a water source.

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**Fancy Gap Water and Sewer**-We are trying to put equal time and effort into both the water and the sewer. Jessica has a meeting this week with an out-of-state landowner regarding a possible pump site. Designs are being finished and easements have been sent to Jim Cornwell for approval.

**(ORDER)**

**APPROVAL OF AWARD FOR BOND COUNSEL SERVICE**

Upon a motion by Mr. McMillian, seconded by Mr. Dickson and duly carried the Authority does hereby approve the award for bond counsel services to BotkinRose PLC for the Fancy Gap Water and Sewer projects.

**Honeycutt Dam**-We have given proof that the PSA has connection fees for that project. We should receive closing instructions from USDA soon. We will have pre-bid as soon as USDA allows us.

**Pridemore**-This is a self-help project meaning that the individuals who live along this route will help with the construction of the system. We recently had the First Aid and VDOT training needed for the project. The pipe has been delivered by Consolidated Pipe Supply. We are looking at holding the ground breaking for this project on March 16, 2010 at 10:30 a.m. Construction is supposed to begin on March 13<sup>th</sup> and Preston will be conducting a Pipe Laying 101 class with the individuals that are helping.

**Sylvatus/Mitchells Crossroads**-Door hangers have been put out as previously mentioned. We are still searching for funding for this project.

**Fries Water**-Today is the second deadline for the 51% interest which has been met. We need to move ahead with the PER for this project.

**(ORDER)**

**APPROVAL OF FRIES WATER PER**

Upon a motion by Mr. Dickson, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to move forward with the Fries Water Preliminary Engineering Report.

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**Cana Sewer**-Mr. McMillian has been working with local business owners that would be involved in this project area. Interest is well past the 51%, 27 new agreements were brought in today.

**(ORDER)**

**APPROVAL OF USDA APPLICATION FOR CANA SEWER PROJECT**

Upon a motion by Mr. McMillian, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to move forward with an application to USDA regarding funding for the Cana Sewer project.

**CLOSED MEETING-PURSUANT TO SECTIONS 2.2-3711.A-1 DISCUSSION OF PERSONNEL, 2.2-3711.A-3 DISCUSSION OR CONSIDERATION OF REAL ESTATE, 2.2-3711.A-5 DISCUSSION CONCERNING A PROSPECTIVE BUSINESS**

**(ORDER)**

Upon a motion by Mr. McMillian, seconded by Mr. Dickson and duly carried the Authority does hereby enter into Closed Meeting at 1:22 p.m. until 2:08 p.m. for the Discussion of Personnel 2.2-3711.A-1, Discussion or Consideration of Real Estate 2.2-3711.A-3, and Discussion Concerning a Prospective Business 2.2-3711.A-5.

**(ORDER)**

Upon a motion by Mr. Hutchins, and seconded by Mr. Dickson and duly carried the Authority does hereby convent out of closed meeting.

Whereas the Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and on the motion to close the meeting in accordance with the Virginia Freedom of Information Act.

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**CERTIFICATION OF CLOSED MEETING**

**(ORDER)**

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

Whereas, Section 2.2-3711.A (1) of the code of Virginia requires a certification of the Authority that such 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 requirements by Virginia law were discussed in this Closed Meeting in which this certification as identified in this motion concerning the Closed Meeting were heard, or considered by the Authority certification resolution applies, and (11) only such public business matters as were identified in this motion concerning the Closed Meeting were heard, or considered by the Authority.

**DIRECTOR'S TIME**

-We are working to upgrade the pump stations on the Gladeville/Cranberry system. As we talked about at the last meeting, we are hoping to use excess funds to upgrade these lines to ensure that they are capable of handling the flow to Galax.

-Mrs. Phillips, myself (Mr. Larowe), and four other PSA staff are going for a Small Systems Operations class tomorrow.

-Jason Bowers is granting the Twin Forks Subdivision system to the PSA, this will soon become property of the PSA.

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**AUTHORITY MEMBERS' TIME**

**Mr. McMillian**-I want to apologize to the public for having to move today's meeting to the High School (moved due to power outage). It's good to see that we keep bringing new things into the County but it is just as nice seeing things getting done. I appreciate the board members and staff for all their hard work.

**Mr. Dickson**-Glad to see Love's up and going; thanks to everyone for all their hard work on this project. I am glad to see other things rolling along too. Hopefully we will see even more happening in the county with the weather getting better.

**Mr. Hutchins**-I want to say thank you to Preston for representing the county on the IPR board. We now have 4 houses that have been granted contracts—1 in Grayson County and 3 in Carroll County.

**Mrs. Dalton**-I am glad to see things moving along. Hope we can get things ready for the Sylvatus/Mitchells Crossroads area soon. I hope to see all this work continue.

**Mr. Littrell**-I was just looking at the 12 projects we have discussed and I think that this is phenomenal. Looking back over the past couple years, we have never had near this many projects underway. I stopped at Love's on February 18<sup>th</sup> and I can say that both the water and sewer were working properly. The grand opening seemed to be going smoothly. I am very pleased to be a part of all these projects.

**Mr. Jackson**-I agree with Mr. Littrell, there is a lot to be said for all of our projects. In the near future there will be a lot of people reaping the benefits from all of this hard work. I would like to thank the staff for all the hours they put in and their hard work. Without them, we (the board) would not look as good as we do.

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**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. Littrell, seconded by Mrs. Dalton and duly carried the Authority does hereby adjourn at 2:21 p.m. until their next scheduled meeting on April 12, 2010 at 12:30 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

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Andy Jackson, Chairman

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Gary Larrowe, Executive Director

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Dana Phillips, Sec./Treasurer, Assistant Director