

MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
NOVEMBER 21, 2011
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA

CALLED TO ORDER

The Carroll County Public Service Authority held their regular scheduled meeting on Tuesday, November 21, 2011 at 2:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Jeanette Dalton, Vice Chairman, Sam Dickson, Thomas Littrell, David Hutchins, and Andy Jackson. Also present were Gary Larrowe, Executive Director and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority. Manus McMillian, Chairman was absent.

Vice Chairman Dalton called the meeting to order at 2:00 p.m.

(ORDER)

APPROVAL OF CONSENT AGENDA SECTIONS A, B, AND C

Upon a motion by Mr. Hutchins, seconded by Mr. Jackson 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# 18427 Claim in the amount of \$3,000.00 for a Fancy Gap Water easement.

Check# 18428-18484 Claims in the amount of \$201,894.00.

Check# 18485 Voided Check

DEBT RESERVE TRANSFER

CCPSA to Debt Reserve	\$ 5,267.70
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TRANSFER FOR CLAIMS

CCPSA to Operating	\$201,894.00
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On-line Transaction—November 1, 2011

Transfer from CCPSAA to:

Fancy Gap Sewer for Connections	\$ 48,700.00
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Fancy Gap Water for Connections	\$114,000.00
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CCPSA O&M Reserve (2010 2011 620 Airport Rd)	\$ 30,042.00
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CITIZEN'S TIME—No one present to speak.

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PROJECT UPDATES:

Gladeville/Cranberry Pump Station Upgrades—The new pumps are in use and have been running without any problems. The only field work completed so far by the SCADA subcontractor is the installation of radio towers—more work expected during the coming month.

Oak Grove Road Water Extension—The designs have been completed and plans have been submitted to regulatory agencies and Rural Development for review. We will respond to any review comments as they are received with hopes of receiving authorization to advertise for bids prior to the end of the year. CCPSA held a community meeting and has been working on easements and user agreements.

Exit 1 Water—No new activity this month, still in the design phase and working with Mt. Airy. Hopefully more news to come in December.

Fancy Gap Water and Sewer—The three water construction contracts have been issued and approved by USDA-RD. Loan closing and the Preconstruction Conference were held on November 16th. The Notice to Proceed has been issued on all three water contracts with construction to begin on or about November 21st. The line work contractor (Steve Martin's Trenching) indicated that they would likely begin work near the proposed water tank and work eastward along Chance's Creek Road toward I-77.

The bids were received for the sewer contracts at 2:00 on 9/28/11. A total of five bids were received for Contract 4—the Collection System with the low bidder being DLB, Inc. of Hillsville, VA with a combined Base Bid and Additive Bid amount of \$2,512,276. Three bids were received for Contract 5—the Pump Stations with the low bidder being E.C. Pace Company, Inc. of Roanoke, VA with a Base Bid of \$686,730. A total of ten bids were received for Contract 6—the Force Main with the low bidder being Marshall Construction Company, Inc. of Danville, VA with a Base Bid of \$624,044.05. The post-bid package was submitted to USDA-RD for approval and received authorization to award the construction contracts. The Notice of Award and Contracts have been issued to the three respective Contractors for signatures and they have been returned with the required Bond and Insurance forms. The Contract packages are being sent to the PSA Attorney for review and will then be forwarded to USDA-RD for final approval. All parties are trying to move toward a loan closing some time before the end of December.

A deadline will need to be set for signups. Also, we will try to do a reminder mailing in January.

APPROVAL OF SIGN UP DEADLINE FOR FANCY GAP WATER AND SEWER

Upon a motion by Mr. Hutchins, seconded by Mr. Dickson and duly carried the Authority does hereby approve to set the deadline to sign up for free Fancy Gap Water and Sewer connections as 5:00 p.m. on January 23, 2011.

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PROJECT UPDATES (continued):

Sylvatus/Mitchells Crossroads Water—Contractor (Lynch) is working on punch list items and preparing for final close out, which is anticipated to occur in December.

Coon Ridge Water—Still under review; no new activity.

Cliffview/Fries Water—Still under review; responded to Health Department inquiries regarding citizens complaints about the lack of public water in the area.

Cana Sewer, Sheeptown Water, and Cana Water Extensions—Still under review; no new activity.

**Also, Mr. Hutchins reported that he had been contacted by someone regarding extending water to a home at 3260 Stone Ridge Road in Austinville. That family would like a connection to county water and the home is 0.4 miles from the county water line that comes down Pleasant View Road and passes by Stone Ridge Road. Mr. Hutchins asked that the PSA staff check on this and see if there is anything that can be done to help.

**Mr. Littrell asked how the Airport Sewer project was coming along. Mr. Larrowe and Mrs. Montgomery reported there was no new information regarding the Airport Sewer; estimates are still in the works.

DIRECTOR'S TIME

--One thing I wanted to mention was about the negotiations on the Mount Airy agreement. This is for the water at Exit 1—we are really pushing for that and making progress. Like I reported earlier, hopefully there will be more news to follow at the December meeting.

--Also, we are so pleased to see the Fancy Gap projects moving along. I know this hasn't happened fast enough for some but it really has moved rather fast.

--I want to wish everyone a great Thanksgiving. I hope that you have a nice holiday.

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AUTHORITY MEMBERS' TIME

Mr. Jackson-Well, the list keeps getting shorter and shorter and it's so good to see that. We have made a lot of progress. Sometimes we hit a few speed bumps but we get there. It's been great to work with all of you the last few years and thanks to everyone for all you do. Thank you and Happy Thanksgiving.

Mr. Hutchins-The list is getting shorter and there are still a lot of things that we want to get done. I don't think our work is done but it's nice to see everything coming together. I know that it seems like it's been a while on some things. We will get there. Thank you all.

Mr. Littrell-I hope that everyone has an enjoyable Thanksgiving and you get a couple days off so I hope that you enjoy that. We all have a lot to be thankful for here in Carroll County. I read a quote in the Sunday paper that said businesses are like rats, they follow the water and sewer! I just wanted to share that along with the progress we are making in Fancy Gap. Thank you everyone.

Mr. Dickson-I am pleased with the progress we have made. I am excited about the savings on the interest rates for the Fancy Gap loans—I think that's great. Everyone is excited about the water and sewer out there. Thanks to everyone and I hope you have a Happy Thanksgiving!

Mrs. Dalton-It's good to see the list of projects getting shorter but we still have a lot of work to go. I am not sure who might be here after next month but I have enjoyed my time here on this board. This PSA staff is remarkable. I want to thank you for all that you do. I don't think that people realize how much work goes into all this. Have a nice Thanksgiving.

APPROVAL OF DATE FOR ORGANIZATIONAL MEETING

Upon a motion by Mr. Hutchins, seconded by Mr. Littrell and duly carried the Authority does hereby approve to hold the Organizational Meeting on Tuesday, January 3, 2012, immediately following the Board of Supervisors meeting.

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(ORDER)

ADJOURNMENT

Upon a motion by Mr. Jackson, seconded by Mr. Hutchins and duly carried the Authority does hereby adjourn at 2:34 p.m. until their next regular scheduled meeting on December 12, 2011 at 12:30 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

Manus McMillian, Chairman

Gary Larrowe, Executive Director

Dana Phillips, Sec./Treasurer, Assistant Director