

MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JUNE 13, 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 Monday, June 13, 2011 at 12:30 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Manus McMillian, Chairman, Jeanette Dalton, Vice Chairman, Sam Dickson, David Hutchins, and Andy Jackson. Also present were Gary Larrowe, Executive Director and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority. Member Thomas Littrell was absent.

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

(ORDER)

APPROVAL OF CONSENT AGENDA SECTIONS A, B, AND C

Upon a motion by Mr. Dickson, seconded by Mr. Hutchins and duly carried the Authority does hereby approve the Consent Agenda for Sections A, B, and C with the addition of email correspondence to the May 9, 2011 minutes regarding the Fancy Gap Water and Sewer Projects from Steve Gregson. The Claims are on file in the PSA office.

Claims:

Check # 18024 to 18076 Claims in the amount of \$228,965.94.

Check# 18077 to 18108 Additional Claims in the amount of \$56,010.01.

DEBT RESERVE TRANSFER

CCPSA to Debt Reserve \$ 5,267.70

TRANSFER FOR CLAIMS

CCPSA to Operating \$228,965.94

TRANSFER FOR ADDITIONAL YEAR-END CLAIMS

CCPSA to Operating \$ 56,010.01

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CITIZEN'S TIME

Joe Bachler—Sylvatus dirt is really flying! I just wanted to share the positive experiences that I have experienced recently with you all. One day I was working on taking my fence down so that I would be ready to put my water line in and the guys from Lynch noticed I had been working down there most of the day. It wasn't very long until three of the workers came down and help me finish what I was doing. Things like that do not happen much anymore and I just wanted to let you know how great that crew has been in Sylvatus. Also, I want to tell you what a great staff you have in here and especially down at the window in your office. No matter what I want to ask or need to find out, they all treat me like I am the only customer and help me with whatever questions I have. If they don't know the answer, then they do whatever it takes to find out something for me. It is so nice to be treated that way when I know they have plenty of other things going on at the same time. Thank you all for letting me speak today.

Steve Gregson—I, along with several others from Fancy Gap, would like to see any left over money from the Fancy Gap Projects to be used for things in the Fancy Gap area. I do appreciate you guys doing everything to help us out in Fancy Gap and getting the stimulus money to help that area. I agree with the gentlemen before me, all of you do a great job and the office staff is great and very helpful. Again, thank you for working hard for us in Fancy Gap.

PROJECT UPDATES:

Woodlawn Sewer—Contractor has addressed most customer concerns/punch list items. Landform has received VDOT approval on all but one outstanding item. This has been completed and they are awaiting VDOT clearance. Once VDOT acceptance is secured and the remaining PSA punch list items are addressed, then we can proceed with project closeout with Landform.

Gladeville/Cranberry Pump Station Upgrades—Contractor (FL Showalter) is working to install the bypass manhole at Hill's Pump Station. The pump station at Hill's Trucking will be completed first as the PSA is currently using a portable pump to operate that station. We are negotiating Change Order for addition of SCADA equipment

Exit 19 Sewer—All project work is completed, including the Change Order No. 1 Oakland Heights extension. A Substantial Completion inspection was conducted in May for this portion of the project. Ramey is completing remaining punch list items and is preparing for VDOT inspection. Following punch list completion and VDOT release, then we can close out the project.

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PROJECT UPDATES (CONTINUED):

Long Range Water—All water lines, pump stations, and the tank have been declared substantially complete, have been inspected by the health department, and have been released to be placed in service. Final Clean-up Change Orders on the remaining contracts (1, 2, 4, & 5) have been distributed for signatures. **Contract #1**-Ramey is 100% complete. Contractor has completed installation of all water line and service connections. Crews are completing punch list items. The pavement repair to the blasting damage on US Rt. 52 has been completed and approved by VDOT, with the exception of line painting and ditch repair. **Contract #2**-William G. Simmons is on the pump stations and is 100% complete. Contractor is working on punch list items for final closeout. **Contract #3**-Mid-Atlantic Storage is 100% complete. The contract has been closed out—final payment has been made to the contractor. **Contract #4** the Rt. 620 Connector with Carolina Environmental is 100% complete. All water line has been installed, tested, and is in service. All service connections have been installed. Contractor is working on clean-up, paving, and punch list items. **Contract #5**-DLB has the Route 100 Connector and is 100% complete. All water lines have been installed and placed into service. All service connections have been installed. Crews are working on clean up, reseeding, and pavement patching.

Exit 1 Water--No activity this month; water purchase agreement with Mount Airy is under negotiation.

Fancy Gap Water and Sewer—Water project plans have been submitted to regulatory and funding agencies, addressing review comments as received to secure authorization to advertise for bids. We are asking for approval to bid these so that we can move ahead as soon as possible and not lose any time.

(ORDER)

APPROVAL TO BID FANCY GAP WATER PROJECT

Upon a motion by Mr. Hutchins, seconded by Mr. Jackson and duly carried the Authority does hereby approve to bid the Fancy Gap Water project contingent upon Rural Development approval.

(ORDER)

APPROVAL TO BID FANCY GAP SEWER PROJECT

Upon a motion by Mr. Hutchins, seconded by Mr. Jackson and duly carried the Authority does hereby approve to bid the Fancy Gap Sewer project contingent upon Rural Development approval.

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PROJECT UPDATES (CONTINUED):

Sylvatus/Mitchells Crossroads Water—Construction began on 4/18/11 by Jimmy R. Lynch & Sons. The contractor has installed approximately 22,900 LF of water line which is about 59% of the project line work. Two pipe crews are working—one in the Sylvatus area and one in the Mitchell's Crossroads area. **There were some questions regarding a section that has not been included in the plans; Mr. Heath added that as of right now it looks as if there will not be enough funds to complete that whole section.

Coon Ridge Water, Cliffview/Fries Water, and Cana Sewer--No new activity for this month; we are waiting on further processing of the funding applications for all three projects.

DIRECTOR'S TIME

--At last month's meeting, you had given approval for directors and staff to go ahead with the tank refurbishment contractor selection. Hopefully, we will move ahead with our selection of Caldwell soon.

--Another piece of good news is that the Exit 19 bore plans have been sealed and delivered to the contractor. We are ready to move forward with this one.

AUTHORITY MEMBERS' TIME

Mr. Littrell-Absent

Mr. Jackson-I want to thank the audience that came today. It's nice to hear people make comments about what we are doing right instead of the usual things we hear. I want to thank Mr. Chair and Mrs. Vice Chair for their hard work. I also want to thank the other members and our great staff. We do have a wonderful staff and they are the ones that do the work. Thank you all.

Mrs. Dalton-I have been through Mitchell's Crossroads and Sylvatus several times since the work began and it seems to be moving right along. I was glad to hear the positive comments today. I do thank the staff especially for all the hard work that they put into what we do. Thank you to my fellow board members and Mr. Chair for all that you have put into these projects.

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AUTHORITY MEMBERS' TIME (CONTINUED)

Mr. Hutchins-It is a pleasure to see the green on the project matrix. It has been a struggle but I think we have been blessed to have all of our projects ready when they were. It won't be long until they are all complete. We do have a great staff. Thank you to everyone.

Mr. Dickson-I'm very glad to see the bid going forward with Fancy Gap. Also, I am very pleased that we are now getting water from our Regional System. It is a blessing to us to be able to have that source of water. How much water are we getting from the plant? Mrs. Montgomery answered 300,000 to 400,000 gallons. It is very good to see all of this coming together. I appreciate all the effort that has been put in. Thank you all so much.

Mr. McMillian-I would like to add that because of the foresight and our very educated staff, they sure do make this Authority look good. I would like to say thank you to everyone involved. As projects come to an end, we will be tying up loose ends and trying to make the most of any remaining funds as best that we can. We are really ahead of several of our adjoining counties and that doesn't happen by accident and it's thanks to our staff. Thank you all.

(ORDER)

ADJOURNMENT

Upon a motion by Mr. Jackson, seconded by Mr. Dickson and duly carried the Authority does hereby adjourn at 1:14 p.m. until their next regular scheduled meeting on July 11, 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

