

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
MAY 9, 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, May 9, 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, Thomas Littrell, and Andy Jackson. Also present were Gary Larrowe, Executive Director and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Chairman McMillian called the meeting to order at 12:30 p.m.

**(ORDER)**

**APPROVAL OF CONSENT AGENDA SECTIONS A, B, AND C**

Upon a motion by Mr. Jackson, seconded by Mr. Littrell 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 # 17975 to 18023 Claims in the amount of \$180,688.01.

**DEBT RESERVE TRANSFER**

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

CCPSA to Operating	\$180,688.01
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**SECTION B: AUTHORITY APPROVAL ITEMS**

**(ORDER)**

**APPROVAL TO ADOPT SEWER REVENUE BOND RESOLUTION**

Upon a motion by Mr. Jackson, seconded by Mr. Littrell and duly carried the Authority does hereby approve to adopt the Fancy Gap Sewer Revenue Bond Resolution. (A copy of this item is included in these minutes.)

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**SECTION B: AUTHORITY APPROVAL ITEMS (Continued)**

**(ORDER)**

**APPROVAL TO ADOPT WATER REVENUE BOND RESOLUTION**

Upon a motion by Mr. Jackson, seconded by Mr. Littrell and duly carried the Authority does hereby approve to adopt the Fancy Gap Water Revenue Bond Resolution. (A copy of this item is included in these minutes.)

**CITIZEN'S TIME**—No One Present to Speak

**PROJECT UPDATES:**

**Woodlawn Sewer**—Contractor continues to work on punch list items. VDOT has given an acceptable time frame for addressing all of their concerns until June 1<sup>st</sup>. Once VDOT acceptance is secured and the remaining PSA punch list items are addressed, then we can proceed with closeout with Landform. Contractor has notified VDOT of work on their R/W and is awaiting final VDOT inspection.

**Gladeville/Cranberry Pump Station Upgrades**—Construction began the week of April 25<sup>th</sup>. FL Showalter is working to prepare the sites while waiting on the structures and other materials to arrive. The pump station at Hill's Trucking will be completed first as the PSA is currently using a portable pump to operate that station.

**Exit 19 Sewer**—Leaking seal at the pump station has been repaired and all reports have been received from manufacturer. Application for Certificate to Operate has been submitted to VDEQ. An easement that the Contractor negotiated along Coulson Church Road has been recorded. The contractor is working on remaining punch list items now. Work on Change Order No. 1 for the Oakland Heights extension continues; the contractor has installed 100% of the gravity sewer line and manholes. Two services still need to be installed and the manholes still need to be tested.

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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. During the coming month, final clean-up Change Orders will be prepared for the respective contracts. **Contract #1**-Ramey is 100% complete. Contractor has completed installation of all water line and service connections. Crews are still working on clean-up and on pavement restoration. VDOT has approved the Contractor's pavement repair plan for blasting damage on US Rt. 52 and work is ready to begin. **Contract #2**-William G. Simmons is on the pump stations and is 100% complete. Pump start-up and training was conducted at each pump station on 5/3/11. 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 99% 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 paving and installing the Exit 14 main line PRV.

**Honeycutt Dam**—Final payment has been made; contractor returned to address E&S issues on 5/3/11.

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

**Fancy Gap Water and Sewer**—Draw-down test has been completed for the newly drilled Hall-Fuller well. Well has a yield capacity of 73 gallons/minute. All water quality tests have passed so far. We are waiting on the results for the remainder of the water quality tests. Plans being finalized for regulatory reviews and permits.

**Sylvatus/Mitchells Crossroads Water**—Construction began on 4/18/11 by Jimmy R. Lynch & Sons. The contractor has installed approximately 8,200 LF of water line which is about 21% of the project line work.

**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.

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**DIRECTOR'S TIME**

--We are still working with Mt. Airy on Exit 1 and we have a draft document that was ordered this morning and we hope to share it with the city.

--Also, we have Scotty Rankin with us today in his new position. He is the Field Supervisor Assistant now so we will be seeing him around here a lot more.

--Long Range Water will be fully turned on soon. The name for this project will now be the Carroll Regional Water Supply. Jessica Montgomery has been working with the Health Department to get everything in order for us.

--Related to the Long Range project, we held the Oak Grove Road meeting. Mr. Hutchins added that the meeting went well with the exception of 1 person. He said that everyone seemed very enthusiastic. At this point, we still have to receive more of the surveys and see exactly how much interest there is before we can feasibly look at this as a self-help project or an extension.

**AUTHORITY MEMBERS' TIME**

**Mrs. Dalton**-Thank you. It's good to see that we have things in place and our meetings can move along as well as they do. Thank you to staff and fellow board members.

**Mr. Jackson**-Thank you for your great leadership, Mr. Chair. I think this whole group is good; everyone is doing a great job. I guess since we don't have an audience that means everything is good and going great. It's nice to see how all of our projects are finishing up and to have one at 100% now we need to get new things rolling. Again, thank you.

**Mr. Dickson**-I am pleased to see the budget numbers going up that means more revenue is coming in. Also, thank you to Kevin for all the information that you sent me. We have added 58 miles of water and 32 miles of sewer in the last 3 years. There are not many places that can say as much has been accomplished. It's such a pleasure to work with people that are willing to move ahead and progress. Thank you.

**Mr. Littrell**-First of all, I would like to recognize Scotty for the good job he has been doing for us and for his new job title. We really appreciate all the work that you have done. Well, since we have no one in the audience, I am guessing that our odor problem has settled down. Also, I am looking forward to seeing our water agreement with Mt. Airy get in to place. It seems like it has been dragging along but now things are beginning to move along. Thank you.

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**AUTHORITY MEMBERS' TIME (CONTINUED)**

**Mr. Hutchins**-I would like to thank the board for all the things we have done. I think that if Rural Development can get some dollars that we have more projects to look at and I don't think there is a lack of interest for our citizens. As they become more knowledgeable, the more we are approached and given ideas. Thank you, Mr. Chair.

**Mr. McMillian**-Well, it's a day late but I would like to wish the mothers in our presence a Happy Mother's Day. There are many completes on the matrix and it's nice to know that we are serving more and more citizens with good, clean water. That is always a blessing. The meetings are moving along faster but I think it is because we are seeing all these projects come together and it makes my job easier. All the hard work that our staff puts in is what makes it come together; it's a team effort. Thank you all. Also, with all that is going on in the world right now just remember that our country is also a team. Please keep our soldiers in your prayers. Keep up the good work guys. Thank you.

**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. Jackson, seconded by Mr. Dickson and duly carried the Authority does hereby adjourn at 1:03 p.m. until their next regular scheduled meeting on June 13, 2011 at 12:30 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

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Manus McMillian, Chairman

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Gary Larrowe, Executive Director

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Dana Phillips, Sec./Treasurer, Assistant Director