

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
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, July 16, 2012 at 2:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Thomas Littrell, Chairman, Jeanette Dalton, Vice Chairman, Sam Dickson, David Hutchins, James Light, and William Payne. Also present were Gary Larrowe, Executive Director, and Sherry Stacy, PSA Billing Technician/Customer Service Rep sitting in for Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority, who was absent.

Chairman Littrell called the meeting to order at 2:04 p.m.

(ORDER)

APPROVAL OF CONSENT AGENDA SECTIONS A, B, AND C

Upon a motion by Mr. Dickson, seconded by Mr. Payne 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# 18904-18938 July 16, 2012, Claims in the amount of \$114,018.92.

Check# 18939-18954 July 27, 2012, Claims in the amount of \$26,145.45.

DEBT RESERVE TRANSFER

CCPSA to Debt Reserve—July 16, 2012	\$ 7,572.30
-------------------------------------	-------------

TRANSFER FOR CLAIMS

CCPSA to Operating—July 16, 2012	\$ 114,018.92
----------------------------------	---------------

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 2**

SECTION B: AUTHORITY APPROVAL ITEMS

(ORDER)

APPROVAL TO CHARGE MINIMUM RATE FOR NON-PROFIT ORGANIZATIONS TO DISCHARGE GRAY WATER INTO PSA MANHOLE

Upon a motion by Mr. Dickson, seconded by Mr. Payne and duly carried the Authority does hereby approve to charge a minimum rate for non-profit organizations with a mobile food establishment to discharge gray water into a PSA manhole. (Copy attached to minutes.)

CITIZENS' TIME

Anthony Slate-Good afternoon. I am here from Sylvatus; thanks for making our water a reality. I wish we could get the water around to the section that was left out; it may not have a lot to offer right now but there is potential for growth. For example, look at the Country Woods development. Thank you for your time and service.

James Rourke-Good afternoon. I live on Fries Road in the Cliffview section and I first signed up for water in 2007. I was on a spring and the output went down, then I went to a well which I am still not sure if it is safe to drink. Also, with the droughts we have experienced, we never know how long our water may be available. I would appreciate your help in getting water to us soon.

John Lewis-I grew up in Sylvatus; I went to a meeting on April 19, 2010 that promised the Sylvatus/Mitchells Crossroads area water. We all received a bottle of water that day. It was never indicated that the Richardson's would not receive water; Connie Richardson died in April 2012 and still did not have the water. A promise made should be a promise kept. I also have concerns with our Mill Wheel being blocked. **Chairman Littrell spoke up to say that the PSA meeting was not the place for this conversation that an individual meeting needed to be scheduled to continue.*

Mike Farmer-Good Afternoon, I live on Revere Road in the Cliffview area. I have lots of iron in my water; I have dug four wells. It tested at .5% iron, which is an extremely high level. I have to have softeners and filters. I am mainly here for support; we all need the water soon.

Gaynell Dillon-I live in Cliffview and have two unstable wells and we very much want the water. Chemicals run off of nearby farms into our water source, clothes and appliances are discolored, and our home values are decreased. Please, please help us soon. We are in extreme need of good, reliable water.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 3**

CITIZENS' TIME (CONTINUED)

Kenneth Brown-I am also from Sylvatus. Years ago, we used to be glad to have the iron water because at least we had water. I am here today to plead with you as Mr. Lewis has done. When is it projected that there may be water for that section of Mitchells Crossroads? I wish we could get water to Mrs. Richardson like promised.

**Chairman Littrell addressed the Cliffview residents and said that application is complete and we are simply waiting to be approved or denied. We are still trying to get funded; we are just waiting. Mr. Larowe also stated that the Sylvatus project was a "gift" from the Regional Water Project. We are thankful to get the customers funded that we did; we did have some money left but not enough for that section so the money was then passed to Oak Grove. Mr. Hutchins added that where ever the PSA puts water that fire protection must also be a part of it. So the minimum line that could be used for the Sylvatus extension would have to be a 6 inch line so cutting costs by using a 2 or 4 inch line is not sufficient because we have to include the fire protection.

PROJECT UPDATES:

Gladeville/Cranberry Pump Station Upgrades - Construction Phase--All construction has been completed. Final Change Order is awaiting approval from USDA-RD and then the project will be closed out. Final project update.

Oak Grove Water – Bidding Phase--Post-bid materials were submitted to USDA-RD for approval. Permission to award the construction contract to Ramey, Inc. as recommended has been given – so the Notice of Award and Construction Contract have been prepared and are circulating for signatures. Contractor (Ramey, Inc.) is to return the executed contracts, bonds, and certificate of insurance for final approval by RD. Expect to issue the Notice to Proceed and start construction in latter part of July. USDA-RD did deny the PSA's request to utilize any remaining contingency funds for other improvements – once Oak Grove construction is completed, any remaining funds will be deobligated and this will close out the original Long-Range Water Project.

I-77 Exit 1 Water - Under Design--Survey plats for proposed well/pump station lot and water storage tank lots have been prepared and provided to the PSA. Water purchase agreement with Mount Airy under negotiation.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 4**

PROJECT UPDATES (continued):

Fancy Gap Water & Sewer – Construction Phase

Water –Contract 1 – Linework (Steve Martin’s Trenching): Approximately 51,700 lf of water line has been installed, or 76% of total water line work. **Contract 2 – Water Pump Stations (Steve Martin’s Trenching):** Mechanical work has been completed at the Reedside and Frog Spur Pump Stations. Electrical work at Reedside is completed, with the exception of awaiting power from AEP. **Contract 3 – Water Storage Tank (Mid Atlantic Storage Systems):** Tank construction is complete. Testing and disinfection will be conducted once water is available from Contracts 1 and 2.

Sewer –Contract 4 – Sewage Collection System (DLB): Approximately 11,200 lf of gravity sewer line has been installed, or 35% of total sewer line work. Approximately 7,100 lf of force main has been installed, or 63% of total force main work. Cleanup work (by others) has started at soil contamination site at former Lakeview Motel. **Contract 5 – Sewage Pump Stations (E.C. Pace):** The valve vaults have been installed at Pump Stations 2 and 3. The force main lines have been tied into the pump stations. **Contract 6 – Force Main (Marshall Construction):** Approximately 25,800 lf of force main line has been installed, or 78% of total force main work.

Coon Ridge Water – Under Design--Field markups of mapping have started. Working on draft plans.

Cliffview Water - Submitted for Funding--Awaiting SE/R-CAP approval of application for project planning funds. Awaiting USDA-RD processing of construction funding application.

Cana Sewer - Submitted for Funding--No activity this month - awaiting USDA-RD processing of construction funding application.

Other Information--MRPDC Funding Applications

Assisted the PSA with grant funding applications submitted to the Mount Rogers Planning District Commission. Two (2) construction funding applications were submitted for the Southwest Virginia Water and Wastewater Construction Grant Fund for grants of up to \$100,000 – one application for Fancy Gap Water and Sewer for SCADA and one application for construction on I-77 Exit 1 Water. Three (3) planning grant applications were submitted under the Infrastructure Planning and Technical Assistance Fund. Applications were submitted for a Study and planning costs for water service to 1) the Oakland/Piper’s Gap area; 2) the Sheeptown area; and 3) the Epworth Church Road area near Cana.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 5**

DIRECTOR'S TIME

--I am proud of the PSA staff for working around the clock during power outages.
--I also want to recognize Jessica, Preston, and Scotty for their inspection services at Fancy Gap.

CLOSED MEETING-PURSUANT TO SECTIONS 2.2-3711.A (1) PERSONNEL and A (3) REAL ESTATE

(ORDER)

Upon a motion by Mr. Hutchins, seconded by Mrs. Dalton and duly carried the Authority does hereby enter into Closed Meeting at 2:45 p.m. until 3:19 p.m. for Discussion of Personnel 2.2-3711.A-1, and Discussion of Real Estate 2.2-3711.A-3.

(ORDER)

Upon a motion by Mrs. Dalton and seconded by Mr. Dickson and duly carried the Authority does hereby convene 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.

CERTIFICATION OF CLOSED MEETING

(ORDER)

Upon a motion by Mrs. Dalton, 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.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JULY 16, 2012
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 6**

AUTHORITY MEMBERS' TIME

Mr. Payne-Well, I am glad we did not have to discuss conflict of interest today. I can see where our citizens are coming from today and hopefully at some point we can help them all soon.

Mr. Hutchins-Thanks to the PSA for all their hard work during the storms, we don't always get to work in pleasant weather. Thanks to everyone for their effort.

Mr. Dickson-I agree with David's comments. I am sorry that we do not have better news for Cliffview and Sylvatus regarding when or if we will be funded.

Mrs. Dalton-I wish we could help Sylvatus but if there is no money left then there isn't much we can do for now. We are doing the best we can until funds are available. I also want to make sure that the staff contacts Mr. Lewis to answer any questions please. Thank you all.

Mr. Littrell-Thanks to all the staff. I appreciate the citizens that came out today. All we can say is that it takes patience, that's not at all easy. The PSA goal is to get water to as many folks as possible. Thank you all.

(ORDER)

ADJOURNMENT

Upon a motion by Mr. Dickson, seconded by Mr. Payne and duly carried the Authority does hereby adjourn at 3:23 p.m. until their next regular scheduled meeting on August 13, 2012 at 2:00 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

Thomas Littrell, Chairman

Gary Larrowe, Executive Director

Dana Phillips, Sec./Treasurer, Assistant Director