

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
JUNE 19, 2012  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA**

**CALLED TO ORDER**

The Carroll County Public Service Authority held a special meeting on Tuesday, June 19, 2012 at 7:00 a.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 Larowe, Executive Director, Jim Cornwell, County Attorney, and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Chairman Littrell called the meeting to order at 7:05 a.m.

**(ORDER)**

**CLOSED MEETING-PURSUANT TO SECTIONS 2.2-3711.A (1) PERSONNEL and A (7) LEGAL**

**(ORDER)**

Upon a motion by Mr. Dickson, seconded by Mr. Hutchins and duly carried the Authority does hereby enter into Closed Meeting at 7:07 a.m. until 8:06 a.m. for Discussion of Personnel 2.2-3711.A-1 and Consultation with County Attorney 2.2-3711.A-7. The meeting will include consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Conflict of Interest matters relating to the Fancy Gap water and sewer projects will be discussed.

**(ORDER)**

Upon a motion by Mr. Hutchins and seconded by Mrs. Dalton 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 Mrs. Dalton 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.

**Jeremy Hendrick** of Nehemiah Engineering addressed the Authority thanking them for the time and effort that has been put into this matter and stated that he hopes an informed decision can be made now regarding this issue.

**Dr. Littrell** stated that this issue was never brought forth by the PSA it was brought to the Authority's attention by USDA. A quick resolution is what everyone had been hoping for but it has been a process of many steps; this has been a painful process for everyone concerned—Nehemiah Engineering and the PSA. Dr. Littrell stated "I have a letter that I will read that we will seek approval from the Authority for after I have read it. This is a four page letter from the Carroll County Public Service Authority dated June 19, 2012. It is sent to Travis Jackson, USDA-RD Area Specialist, in Lebanon, Virginia, in reference to inspection services on the Fancy Gap Water and Sewer Projects." (Copy of Letter is attached.)

\*\*Mr. Light requested a possible addition to the letter regarding the wording of how funds will be repaid. Mr. Cornwell responded to the Authority by helping reword the paragraph in question to cover all areas of concern.

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**(ORDER)**

**APPROVAL OF CARROLL COUNTY PSA LETTER TO TRAVIS JACKSON (USDA-RD)**

Upon a motion Mr. Hutchins, seconded by Mr. Payne and duly carried the Authority does hereby approve the Carroll County PSA's letter to Travis Jackson, USDA-RD Area Specialist, in regards to resuming the inspection services on the Fancy Gap Water and Sewer Projects. (As stated a copy of the letter has been attached to minutes.)

**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. Hutchins, seconded by Mrs. Dalton and duly carried the Authority does hereby adjourn at 8:36 a.m. until their next scheduled meeting on June 25, 2012 at 4:30 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

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Thomas Littrell, Chairman

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Gary Larrowe, Executive Director

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Dana Phillips, Sec./Treasurer, Assistant Director