

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
MARCH 10, 2014
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, March 10, 2014 at 2:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Sam Dickson, Chairman, Jeanette Dalton, Vice Chairman, Thomas Littrell, David Hutchins, James Light and William Payne. Also present were Gary Larrowe, Executive Director, and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Chairman Dickson called the meeting to order at 2:02 p.m.

(ORDER)

Approval of Consent Agenda

Upon a motion by Dr. Littrell, seconded by Mrs. Dalton, and duly carried the Authority does hereby approve the Consent Agenda for Sections, A, B and C. The February 10, 2014 meeting minutes were approved and are on file in the PSA office. The claims are also on file in the PSA office.

CLAIMS

Check #20034 VDOT -\$100.00
Check # 20035-20049 - \$40,027.78
Check # 20050-20081- \$212,423.12

TRANSFER FOR CLAIMS

CCPSA to Operating February 28, 2014- \$10,000.00
CCPSA to Operating March 10, 2014 - \$212,423.12
CCPSA to Cliffview Construction for Jan. & Feb. - \$3,272.02

DEBT RESERVE TRANSFER

CCPSA to Debt Reserve March10, 2014 -\$8,668.50

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OLD BUSINESS

Change order for the Coon Ridge Water has been signed and forwarded to Rural Development.

Request for Proposal for Bypass plan of Linhaven Tank (has been prepared)

Requests Bids for removal and salvage of the Woodlawn Tank (has been prepared)

PROJECT UPDATE

I-77 Exit 1 Water - Bidding

USDA-RD authorized the construction contracts to be awarded, Base Bid plus the SCADA Additive Bid for Contract 1 – Linework/Pump Station and the Base Bid for Contract 2 - Tank. The Notice of Award and Contracts were issued to the Contractor. The Contractor has executed the documents and returned them along with Bonds and Certificates of Insurance for review by the PSA Attorney – which is underway. Subsequent to that, RD has advised that an update to the original PER would be needed to specifically indicate that SCADA equipment would be installed. This has been completed and submitted. RD has further advised that an update to the EA may also be required for the SCADA as well. These items are being addressed in order to continue moving toward loan closing. Following resolution of these items, the Loan Closing and Preconstruction Conference will be scheduled. Construction will begin thereafter.

Fancy Gap Water & Sewer - Construction Phase

WATER

Contract 1 - Linework and 3 – Water Storage Tank have been completed, the system is in service, and these contracts have been closed out.

Contract 2 - Water Pump Stations (Steve Martin's Trenching): All three Well Pump Stations have been completed and have been placed in service. This construction contract is still open for completion of the SCADA change order work. The radio antennas and panels have been installed at the pump stations. The SCADA subcontractor is working on programming the units.

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SEWER

Contract 4 - Sewage Collection System (DLB): All gravity sewer line and force mains have been installed, and the system has been placed in service. Final cleanup Change Order is being prepared for contract closeout.

Contract 5 - Sewage Pump Stations (E.C. Pace): Base bid work at all pump stations has been completed, all stations have been placed in service. The foundations for the antennas have been installed. The SCADA subcontractor is working on installing the panels and programming the units.

Contract 6 - Force Main (Marshall Construction): All force main line has been placed into service. Substantial Completion has been issued and final contract closeout is being processed.

Coon Ridge Water – Construction Phase

Contract 1 – Coon Ridge Road (C.W. Cauley & Son, Inc.): The Contractor has installed all main line secondary road bores in advance of pipe crews. Approximately 15,500 LF of 8” and 6” water line and 104 service meters have been installed along Coon Ridge Road.

Contract 2 – Poplar Camp Road (Central Builders, Inc.): The Contractor has installed all main line secondary road bores in advance of pipe crews. Approximately 11,100 LF of 8” water line and 16 service connections have been installed along Route 52.

Cliffview Water – Design Phase

The first draft of plans have been completed and presented to PSA staff for review prior to regulatory submittal. Easements and other permit forms are being prepared.

Cana Sewer - No engineering activity during this month.

Oakland Water Study – No engineering activity during this month.

Meadowbrook Water Improvements Study – No engineering activity during this month.

Sheeptown Water Study – No engineering activity during this month.

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(ORDER)

APPROVAL TO SUBMIT MEADOWBROOK WATER EXTENSION APPLICATION

Upon a motion by Mr. Payne, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to submit the Meadowbrook Water Extension application for funding to the Virginia Department of Health.

Mr. Dickson: The dump truck that was purchased with grant funds, has that worked out well for us?

Mr. Larrowe: Yes. Prior to that we had an older truck that was a Ford that was in dire need of being replaced. When we bought the excavator we did not have anything to pull it around on that was suitable and safe enough. We ended up with a Tandem MAC. It was paid for by funds left over by the Woodlawn Sewer project and then the PSA contributed a very small amount of money so that it can be used throughout the whole county.

AUTHORITY MEMBERS' TIME

Mr. Payne- Nothing.

Mr. Hutchins- Your doing a great job Mr. Chairman and staff. Keep going.

Mr. Dickson- Thanks to the Staff for everything moving well. Jessica, can you give us a report on Exit 1.

Jessica: The tanks back up, we put another well on line that was previously silty and now that has cleared up where it set so long. Now it's back up. Mr. Dickson: That's good Exit 1 is a valuable piece too as far as taxes and employment and other things. Hopefully by the end of the month we may be digging on that line coming from the Mt. Airy water.

Mr. Light- Nothing.

Mrs. Dalton- Nothing.

Dr. Littrell- Nothing.

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ADJOURNMENT

Upon a motion by Mr. Dickson, seconded by Mr. Hutchins and duly carried the Authority does hereby adjourn at 2:15p.m. Until their next regular scheduled meeting on April 14, 2014 at 2:00 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

W. S. "Sam" Dickson, Chairman

Gary Larrowe, Executive Director

Dana Phillips, Sec./Treasurer, Assistant Director