

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
DECEMBER 8, 2014  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA**

**CALLED TO ORDER**

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday, December 8, 2014 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 was Executive Director Gary Larrowe and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

**(ORDER)**

**APPROVAL OF CONSENT AGENDA**

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell, and duly carried the Authority does hereby approve the consent agenda, sections A, B and C. The November 17, 2014 minutes are on file in the PSA office. The claims are also on file in the PSA office. They are as follows:

**Claims**

End of November Claims Check # 20541-20544 - \$28,533.34

Beginning of December Claims Check #20545-20574 - \$170,973.88

**Transfer for claims**

CCPSA to Operating end of November claims - \$28,533.34

CCPSA to Operating beginning of December claims - \$170,973.88

**Transfer for Reserves**

CCPSA to Debt Reserve \$8,614.50

CCPSA to Short Lived Assets \$10,652.83

CCPSA to O&M Reserve \$5,613.93

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**(ORDER)**

**APPROVAL FOR THE CHAIRMAN AND VICE CHAIRMAN TO SELECT THE ENGINEERING FIRMS FOR AS NEEDED AND CONSULTING**

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby approve for the Chairman and Vice Chairman to select the Engineering Firms for the RFP for Consulting Engineer and As-Needed Engineering Services.

**(ORDER)**

**APPROVAL TO AWARD THE CONTRACT FOR CHRIS/DEVO STREET, FOGGY RIDGE ROAD**

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby approve to award the contract for Chris/Devo Street, Foggy Ridge Road to the lowest bidder, contingent upon Rural Development approval.

**OLD BUSINESS**

Fire hydrant for Commonwealth has been ordered but not received.

Mr. Dickson: Monorat Road request letter. Does anyone have any questions about that or any actions to take for that?

There were no questions.

**PROJECT UPDATES**

Mrs. Montgomery: This morning we did the official start up of the pump station at Exit 1. Of course it's still going but everything is looking great. Both pumps are working at about 3,000 to 4,000 feet have been filled and holding 220 psi. Pressure testing will start shortly thereafter. Mount Airy was on site and was very happy to see us starting pumping water. I will go back as soon as the meeting is over to check on everything.

Mr. Larowe: I-77 Exit 1 Water - Construction Contractor (Eastern Tank and Utility Services) has installed the majority of all water lines and service meters, has erected the water storage tank, and has built the water pump station. AEP

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connected power to the pump station on 12/3. The Contractor plans to start and adjust the pumps on 12/4, then will fill the lines and tank with water and begin testing. Once all lines and the tank pass leak tests and bacteriological testing, a Substantial Completion inspection will be scheduled and the system can be placed into service.

Fancy Gap Water & Sewer - Construction Phase

Water – All original construction has been completed and all original construction contracts have been closed out.

For the CCPSA's contingency fund water line extensions (Devo, Chris, Foggy Ridge), received USDA-RD authorization to bid. Project has been advertised, the Pre-Bid Conference was held on 12/3, and bids are due to be received at 2:00 PM on 12/17.

Sewer - All original construction has been completed.

Coon Ridge Water –All construction is completed and all original construction contracts have been closed out.

Cliffview Water – Design Phase

Plans have been submitted to regulatory agencies for permitting, review comments received, and comments are being addressed. PSA staff working toward securing easements in advance of advertising for bids.

Mr. Heath: (Passed out Map Overview of Cliffview project area) The PSA water on Cliffview Road expands out into the Cliffview and Ironridge Road Community area. What is shown there is funding primarily from USDA-Rural Development. We have gotten approximately 3,420,000 million dollars committed to the project. The project itself that is drawn out is about 10 and half miles of water lines, primarily 8 inch and 6 inch water lines. There is a water storage tank that is included in the project off of Ironridge Road that will be set at the same elevation as the Gladeville/Granberry tank. So water will be carried from Gladeville/Cranberry into this system. We will be in a position that if one needs to be taken off line to service the other that will service back up to the other one. Within this project area I am not certain how many people have actually signed up to date, in the funding application we had a target of 180 people to sign up. In this project area as far as occupied households within reasonable distance from the water lines we have about 238 potential customers. If we get approximately  $\frac{3}{4}$  of those to sign up we will get the target number we mentioned. Something the PSA staff has been working on is

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easements. Although this is a water project, we did end up with 35 easements over the entire project. That's unusual for a water project but the bulk of those are temporary easements for road crossings and road boring. There was a few permanent easements and one property acquisition.

Mr.Hutchins: Is that for the tank?

Mr. Heath: Yes

Mr. Hutchins: Are those going well?

Mrs. Montgomery: We have 21 out of 35.

Mr.Heath: We are pushing toward being in position to advertise for construction bids soon. So things will have to fall in place, we will have to have all the permits in hand. At this point we have submitted to all the permitting agencies. We have comments back from a few of those, Health Department, VDOT which we have addressed and got back to. We have secured the permits of Marine resource and Army Core. We do have a crossing at the New River Trail that will require authorization from the Division of State Parks. We had a targeted advertisement date of, give or take, about February of next year. At this point we are on track to meet that; collectively we will keep pushing to that. That's where we are at. I'll be glad to answer any questions.

Mr.Dickson: Anyone have questions for Mr. Heath?

Dr. Litrell: I have a question; my mind got going in the other direction. I have a question for someone on Leonard Church getting water to them, it looks like they are in Carroll County but a section of the Road is in Grayson or Galax I can't tell which.

Mr.Heath: I believe that inquiry has come to us before. They are in a area in that particular Road that is currently served by the City of Galax, so they would have access to that from the city system, we essentially stop at the county line. We are not going out that far.

Dr. Littrell: That question had come to me and I wanted to clarify that, Thank you.

#### FUNDING APPLICATIONS

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.

Cana Water SEARCH Grant – No engineering activity during this month

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**NEW BUSINESS**

Mr. Larrowe: The valve opening ceremony at Exit One that is a large deal for all of us because that brings sustainable water and sewer to all the Exits and that's a significant piece to our puzzle. And that is the arrangement between Mt.Airy for purchasing water from them. So Mt.Airy is excited as well. We have given them some preliminary dates the 13<sup>th</sup>, 14<sup>th</sup> or 15<sup>th</sup> of January. I know that's a cold time but it is always sunny in Lamsburg, William can take care of the weather, that would be the Wednesday, Thursday or Lee Jackson is on Friday and the Board of Supervisors and PSA meets on the 12<sup>th</sup> if we continue on the same schedule. So 13<sup>th</sup>, 14<sup>th</sup> or 15<sup>th</sup>, if those do not work we could push them to the next week but Mt.Airy is very interested in getting this done rightfully so and we understand that.

Mr.Dickson: Those dates sound good to me, what about everyone else?

Mr. Larrowe: We could have conflicts. Any suggestion about that, afternoon might be a better time. It might be warmer? After lunch some time if there are no conflicts then we will contact the city and march on with those dates.

**AUTHORITY MEMBERS TIME**

Mr.Payne: I do not have anything today, just wish everyone a Merry Christmas, hope everyone has a good holiday season.

Mr.Dickson: We will be invading your country in about the middle of January.

Dr. Littrell: I am and kind of like William there is not a lot of business going on. It's good to see the projects winding up at Exit One and Cliffview and start digging holes soon. I'd like to wish everyone merry Christmas and happy New Year. I'll see some of you next year and some of you in a few hours.

Mr. Hutchins: I'd like to thank staff and you for the Exit One we started that in about 2007, when we started the Loves opportunity and 2008 pursued it 2009. It's been a labor of love to a lot of

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degree. But I think it will provide a lot of folks in Williams' area to have water that probably would not have had the opportunity otherwise. There were a lot of obstacles. I think Mr. Larrowe is to be commended for finding ways to overcome interminable walls that were hit with several state agencies. Some were not always our friends. I'd just like to say thank you and think it great. Thank you Mr. Chairman for pushing that, Merry Christmas, it has been a pleasure. Everyone be safe.

Mrs. Dalton: I do not have anything. I want to say merry Christmas to all our fellow board members and staff. I think we have had a successful year and wish for the same next year.

Mr. Light: I do not have anything.

Mr. Dickson: I to want to wish everyone a Merry Christmas. You're a very easy board to work with even when you make a few mistakes and get your name drug through the mud; it still works out pretty good. I appreciate your help and appreciate the staff the things that Jessica, Gary and Dana, Kevin, I'll just consider you a part of the staff too. The good publicity we have had from the paper keeping the people informed about what's going on. We hope you will continue next year. Maybe you can be at the big event when we open the valve in January and make us a good story then too. Serving as Chairman has been good I have enjoyed it and that brings us down to the part when we have to have a new one elected in January. We have to have an organizational meeting. We normally do that after the Board of Supervisors meetings, Mr. Hutchins are you planning for the 5<sup>th</sup>?

Mr. Hutchins: the 5<sup>th</sup> is what we had talked about.

Mr. Dickson: So if we just set that shortly after the Board of Supervisors organizational meeting, we will have ours so if I can have a motion to that effect, January 5<sup>th</sup> what time are you starting?

Mr. Hutchins: We can start you're not driving the bus this year. 8 or 8:30. Tom what works better for you on Monday?

Dr. Litrell: Normally I have my first patient scheduled at 9 but earlier is better for me just whatever is normal.

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**ADJOURNMENT**

Upon a motion by Dr.Littrell and seconded by Mr.Hutchins and duly carried the Authority does hereby adjourn at 2:21p.m. Until the next scheduled meeting on January 5, 2015 at 8:00 a.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

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Sam Dickson, Chairman

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Gary Larrowe, Executive Director

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Dana Phillips, Sec./Treasurer, Assistant Director