

MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
May 11, 2015
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, May 11, 2015 at 2:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included Vice Chairman, William Payne, Jeanette Dalton, Thomas Littrell, David Hutchins, James Light, and also present was Executive Director, Gary Larrowe and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority. Chairman Sam Dickson was absent.

(ORDER)

CLOSED MEETING-PURSUANT TO VIRGINIA CODE SECTION 2.2-3711 A(1)
DISCUSSION OF PERSONNEL.

(ORDER)

Upon a motion by Mr. Hutchins, and seconded by Mrs. Dalton and duly carried the Authority does hereby enter into Closed Meeting at 2:04 p.m. until 2:36 p.m. for discussion of Personnel 2.2-3711A(1)

(ORDER)

Upon a motion by Mr. Hutchins, and seconded by Mrs. Dalton 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 meeting in accordance with the Virginia Freedom of Information Act.

(ORDER)

CERTIFICATION OF CLOSED MEETING

Upon a motion by Mr. Hutchins, and 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:

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Now therefore, be it resolved that the Authority certifies that, to the best of each members' knowledge (1) only public business matters lawfully exempt from open requirements by Virginia law were discussed in this Closed Meeting in which the 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 the motion concerning the Closed Meeting were heard, or considered by the Authority.

CITIZEN'S TIME

No Speakers

(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 April 13, 2015 minutes were also approved, they are on file in the PSA office. The Claims are also on file in the PSA office they are as follows:

Claims

Checks #20772-20784 \$19,458.48

Checks #20785-20816 \$ 155,737.64

Transfer for Claims

CCPSA to Operating May \$155,737.64

Operating to Cliffview \$30,188.55

Transfer for Debt Reserves

CCPSA to Debt Reserve \$8,614.50

(ORDER)

APPROVAL TO AWARD MISCELLANEOUS EQUIPMENT AND MATERIALS

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby approve to award the contracts for Miscellaneous Equipment and Materials to the lowest bidders contingent upon Rural Development approval.

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(ORDER)

APPROVAL TO AWARD CLIFFVIEW WATER PROJECT CONTRACTS

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby approve to award the Cliffview Water Project contracts to the lowest bidder contingent upon Rural Development approval.

(ORDER)

APPROVAL TO UPDATE THE ENVIRONMENTAL & AGREEMENT WITH GRAYSON COUNTY

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby approve to update the environmental for the Cliffview Water Project and discuss possible agreement with Grayson County to extend water line into Grayson County to serve residents that are in need of water.

OLD BUSINESS

Mr. Payne: Last meeting we had the Town of Hillsville and there has been no further communications since the last meeting.

Deed of the property (in Cana): has been prepared and I signed that today. It is ready to be given to Mr. Strickland for the purchase of the land that we had for auction at 12 p.m. before our last meeting.

Rental Past Due Balances: Mr. Cornwell is looking at policies and procedures so we have nothing new at this time.

Mr. Hutchins: I would like to comment about the old business and it deals with the Town of Hillsville. I have an article saying that Hillsville will require a utility hike based on wastewater. I realize that you wrote what was told to you. However, it implies that it is maybe partly because of the County not sending their wastewater and things to Hillsville. I would say that maybe if you would have checked just a little, we had started sending our wastewater to Galax in 2009. The Regional Water came on line in 2011 so it did not just happen. I am just stating a fact that it did not just happen and it has been probably an ongoing situation. There is a lot of history behind why it went to Galax. It was not that we did not try to work with them it has been 6 years since it happened.

Mr. Larrowe: Mr. Hutchins, You might want to point out that we are continuing to try & work with them.

Mr. Hutchins: We are, if you were here at the last meeting we suggested that they comeback with something maybe about Fancy Gap but we have not heard anything. Thank you Mr. Chairman.

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PROJECT UPDATES

I-77 Exit 1 Water – Construction

Construction has been completed and the system is in operation. Project closeout paperwork has been received from the Contractor and submitted with the Final Application for Payment. Once the final A/P is processed by USDA-RD, the project will be considered to be closed out. This will be the final report for this project.

Fancy Gap Water - Construction

The Contractor (CW Cauley & Son) has installed all of the lines along Chris/Devo Streets and has installed all but about 450 LF of the pipe along Foggy Ridge Lane. Once pipe installation is completed, the new lines will be pressure and bacteriological tested prior to being placed in service.

Contingency Fund Equipment Purchases

The specification/bid package has been approved by USDA-RD and permission to advertise has been received. The project has been advertised and bids are due at 2:00 pm on May 20 2015.

Cliffview Water – Bidding Phase

USDA-RD issued authorization to advertise the project for bids. The Health Department has approved the project plans. The project has been advertised and bids are due at 2:00 pm on June 3rd. An optional Pre-Bid Conference will be held at 10:00 am on May 20 2015

Lynnhaven Tank PRV – Design Phase

Plans for the PRV installation have been approved by the Health Department.

Cana/Meadowbrook Water – Planning Phase

USDA-RD SEARCH Grant Project. The draft PER is being prepared and will be provided to PSA staff for review. Environmental clearinghouse agency reviews have been received and the Environmental Assessment is being prepared.

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FUNDING APPLICATIONS

Cliffview Water – Planning Grant application submitted to VDH on April 1st.

Lynnhaven PRV – Small Project Construction Grant application submitted to VDH on April 1st.

NEW BUSINESS

Mr. Light: I did have a phone call about the Steve Combs house where the water line busted because the pressure regulator failed or the valve. He just hadn't heard anything. He just wasn't sure since it was the counties.

Mrs. Phillips: That has been turned over to VACO and their insurance agent; Steve's insurance agent and I got him in touch with VACO.

AUTHORITY MEMBERS' TIME

Mr. Hutchins: Keep your friends close but your enemies closer, you have done a great job Mr. Chairman.

Mrs. Dalton: Nothing at this time, but I would like to say you have done a great job I'm glad your Vice Chairman.

Mr. Light: Nothing at this time.

Dr. Littrell- I will echo you did a great job moving the meeting along. Mrs. Dalton did confer with me that she was glad she was not Vice Chairman this year. She never did like doing this very much. I do have for question for Jessica or someone on the staff. Did Leonard Memorial Methodist Church ever get a hold of you about getting water off of the Cliffview system?

Mr. Hutchins- May I answer that? I have been working with them some, they are talking with Keith. It would actually need to be Galax where they are. Keith has talked with the pastor or at least that is what I was told. They are working it out, they have easement issues that they are working out, how to get from the road back to the church. There is a couple other folks back there that might be interested in water. To answer your question Keith has talked to the pastor. Keith said yes some of his crew has been out there and they will make it available to them.

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Dr. Littrell: Lee Houston had called me a couple times I thought maybe he was too far off the road and there were several issues. So I just wanted to follow up about that. I had texted Sam to see how he was doing and to tell him we miss him and hope he will be here next time, he didn't get back to me so maybe he was taking a nap. We do wish him the best and hope he will be on the road to recovery quickly.

Mr. Payne: I have been Vice Chairman for 5 months now and I have been coming to the pre-meetings. Each time I come I learn a little bit more. It's an amazing the job the PSA staff does. We have one meeting a month but this staff is just awesome. All the work that they do and should be commended for all the work that you do. I hope that Sam will be back next meeting and things will be back to normal.

(ORDER)

ADJOURNMENT

Upon a motion by Dr. Littrell and seconded by Mr. Hutchins and duly carried the Authority does hereby adjourn at 2:48 p.m. Until the next regular scheduled meeting on June 8, 2015 at 2:00 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

W. S. "Sam" Dickson, Chairman

Gary Larowe, Executive Director

Dana Phillips, Sec./Treasurer, Assistant Director