

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
FEBRUARY 9, 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 February 9, 2015 at 2:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included Sam Dickson, Chairman, William Payne, Vice Chairman, Thomas Littrell, David Hutchins, James Light and Jeanette Dalton. Also present were, Gary Larowe Executive Director, Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority were absent.

**CLOSED MEETING- PURSUANT TO SECTION 2.23711.A(3) & A(7) ACQUISITION
/DISPOSITION OF REAL PROPERTY, CONSULTATION WITH LEGAL COUNSEL.**

(ORDER)

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby enter into closed meeting at 2:03 p.m. until 2:39 p.m. for the discussion of Acquisition/Disposition of Property 2.2-3711-A-3 and A-7 Consultation with Legal Counsel.

(ORDER)

Upon a motion by Mr.Hutchins, seconded by Mr.Payne 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 the motion to closed meeting in accordance with the Virginia Freedom of Information Act.

CERTIFICATION OF CLOSED MEETING

(ORDER)

Upon a motion by Mr. Hutchins, seconded by Mr. Payne and duly carried the Authority does hereby adopt the following resolution:

Whereas, Section 2.2-3711-A (3), A (7) 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)

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only such public business matters as were identified in this motion concerning the Closed Meeting were heard, or considered by the Authority.

Mr. Cornwell: Lady and Gentlemen backed by deed dated the 13th day of November 1997 Mr. and Mrs. Doyle Montgomery conveyed two parcels of real estate to the PSA. Each contained 0.2295 acres, 14-foot right-of- way to gain access. It is my understanding from the staff of the PSA this property is no longer needed by the Authority. I would ask the Authority number one to consider having it declared surplus and placed for sale. The deed that was done conveying the property to the Authority if the consideration for the property and the right-of- way was \$10,000 cash paid in hand. The deed had a provision that I will read for the record. It is understood and agreed that in the event that the above property is no longer needed by the Carroll County Public Service Authority, the Grantee herein, and the Grantee decides to sell the property that the Grantee shall give the Grantors the first option to buy the herein described property.

I would suggest to the Authority to declare the property surplus and the Grantors on the deed Mr. & Mrs. Doyle Montgomery be given the first option to buy the property for the consideration that the PSA paid for the property which was \$10,000 in cash. If they should not exercise their option, the PSA could sell it by other means such as public auction.

(ORDER)

Upon a motion by Dr. Littrell, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to declare the property surplus , offer the Grantors option to purchase the property per the provision of the deed (\$10,000) , if not accepted then the property will be sold at public auction.

CITIZENS TIME

No Speakers

APPROVAL OF CONSENT AGENDA

Upon a motion by, Mr. Hutchins and seconded by Dr. Littrell and duly carried the Authority does hereby approve the consent agenda, sections A, B and C. The January 12, 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:

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Claims

End of January Claims Check #20626 - 20636 -\$16,698.18

Beginning of February Claims Check # 20637 - 20667 \$143,941.75

Transfer for claims

CCPSA to Operating for February claims \$143,941.75

Operating to Cliffview \$2,138.44

Transfer for Reserve

CCPSA to Debt Reserve \$8,614.50

OLD BUSINESS

Commonwealth Fire Hydrant is still on the schedule, the crew has not been able to set it due to water leaks.

The Lane Group was awarded the contract for Consulting Engineer.

Opening the Valve Ceremony at Exit 1 will need to be rescheduled for the first week of March. We will be letting everyone know the date and time.

PROJECT UPDATES

I-77 Exit 1 Water – Construction

Contractor (Eastern Tank and Utility Services) has completed construction of all water lines and service meters, the water storage tank, and pump station. Some work is still being completed on the SCADA system. The Contractor has completed pressure and bacteriological testing of all main lines. Bacteriological test samples for the tank are being collected this week. It is anticipated that a Substantial Completion inspection will be scheduled during the week of February 9th and the system can be placed into service once released by the Health Department.

Fancy Gap Water - Construction

For the contingency fund water line extensions (Devo, Chris, Foggy Ridge), the Notice of Award and Construction Agreement were issued to the Contractor (CW Cauley & Son), they have been returned

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with Bonds and Insurance, reviewed by the PSA's Attorney, and have been forwarded to RD for final approval. Once these materials are approved by USDA-RD, a Preconstruction Conference will be scheduled and construction can begin.

Contingency Fund Equipment Purchases

USDA-RD authorized the CCPSA's request to use remaining contingency funds from multiple water and sewer projects for equipment purchases. The specification/bid package is being prepared and will be submitted to USDA-RD for review and approval.

Cliffview Water – Design Phase

The Health Department has approved the project plans. Plan review comments for Erosion Control and VDOT have been received and are being addressed. PSA staff working toward securing easements in advance of advertising for bids.

Cana/Meadowbrook Water – Planning Phase

USDA-RD SEARCH Grant Project. Have started gathering background information and evaluating alternatives for potential water line extensions and other improvements to the Cana and Exit 1 Systems.

FUNDING APPLICATIONS

Cana Sewer - No engineering activity during this month.

Oakland Water Study – No engineering activity during this month.

Sheeptown Water Study – No engineering activity during this month.

Mr. Dickson: Thank Jessica and all the staff that helped getting leaks fixed.

AUTHORITY MEMBERS TIME

Dr. Littrell: I do not really have anything to bring up at this time. I think everything is going well. If we can keep the leaks contained, we will be ok.

Mr. Hutchins: Mr. Chairman, Thank you and thank staff. Work has moved along in a high rate of speed for a long period. Cliffview Project I think that will come to fruition. I know that many of the residents

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out there practically on Iron Ridge as it is happily named will appreciate that. Their water is almost unusable. I am happy to see that. I guess if we had not had a little delay in the tank site we would be further along. That is all right it is going well.

Mrs. Dalton: I do not have anything; Coon Ridge is still tickled to death to have the water. People come up to me and say thank you for the water.

Mr. Light: I have nothing.

Mr. Payne: I do not have anything today.

Mr. Dickson: Thank the board for their continued work. We have seen a lot of progress it has slowed down now. I guess we should breathe happy, wait for the next big project. Thank all of you for the meeting.

ADJOURMENT

Upon a motion by Mr. Payne, seconded by Dr. Littrell and duly carried the Authority does hereby adjourn at 2:50 p.m. until the next scheduled meeting on March 9, 2015 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