

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
DECEMBER 14, 2015  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA**

**CALL TO ORDER**

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday, December 14, 2015 at 2:06 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included Sam Dickson, Chairman, William Payne, Vice Chairman, David Hutchins, James Light, Jeanette Dalton, and Thomas Littrell. Also present was Executive Director, Jessica Montgomery and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Mr. Dickson: Good to have you here today, as I mentioned before it will be the last day for a couple of us on this board. I am proud of what the PSA has done so far, looking for big things to come on in the later years. There will be some new board members added on. I hope that a good number of the same and progress will continue just as it has, everything will go good. Good to see each one of you, hope you had a good Thanksgiving and have everything ready for Christmas.

We will not need a Closed Meeting today.

**CITIZEN TIME:**

Terry Holt- I am from Hebron Road section of the Galax. I am here on the agenda about a water meter. I have one water meter I have owned for 8 years. I have two mobile homes; I have drawn a sketch out here if you kind of want to see what is going on. Mr. Hutchins you kind of know where this property is. Mr. Dickson- The addresses are 300 and 292 Riverhill Road?

Mr. Holt- Yes, the water line goes under 292, I dug a ditch and it goes across to 300. The plumbing pipe goes all the way across to 300. I have one septic tank that does both mobile homes. It is not a trailer park. These two mobile homes are mine. Everything is in my name the land, everything. I got one mobile home from my mother when she got a double wide I dug it across the road and put on this land. My son got a house I got his mobile home. I set them up not to get rich, it is not a mobile home park. The theory behind this is to pay spousal support that is the bottom line.

Mr. Dickson- So you rent the two.

Mr. Holt- One has a woman that is 50 years old and has bone cancer, I just done it to help people they help me, it is a rollover plan.

The PSA says I have to have another water meter. I have them tied together. If I buy one gallon of water coming out of that meter it cost the same, as I would pay if it came out of three meters. I just do not understand why I need two meters that is on my property. I have one septic tank that does both of them. I would think one water meter would do both of them. One power line feeds both of them. That is just my complaint, why do I need another mete? I am paying the bill, not putting it in no one's name. That is where I stand.

Mr. Dickson- the PSA requires you to have two meters, but you want to just have one?

Mr. Holt- I just wanted to keep one gallon for gallon.

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Mrs. Montgomery- The way our rules and regulations are stated each resident has a water meter, because they are 3/4 inch water meters and that designed serve one home.

Mr. Holt- There is one old man in one home 1/2 would serve him.

Mr. Dickson- You do have two separate addresses.

Mr. Holt- One mobile home is a 95 model, the other a 71 oldie goldie might be there a year or five who knows. The man that is in it moves out it might be a year before I rent it again. I keep it there for an ace in the hole.

Mr. Dickson- So this was discovered how?

Mr. Holt- I thought I had a leak and have not found one yet. I called to see if something was wrong with the meter. I have a gut feeling it is a meter problem. I have done this work 30 years. I kind of know the whole background of everything.

Mr. Dickson- Are you planning to add any more?

Mr. Holt- No, two is it and they are mine.

Mr. Hutchins - Terry this puts us in a dilemma, I am with you I understand. On the other hand, as we go for funding through the funding agencies they dictate many of the rules that we have to go by. One of those is we cannot feed two residents off one meter, if one of them was a barn or storage building or something like that was a non-resident there would not be a problem. I agree with you but on the other hand, I do not know what the other five might say, but it puts us in a position where by the regulations we have to follow if we make an exception then it is difficult for us to explain that over time.

Mr. Holt- If I put a cow and a couple of goats can that be in exceptions?

Mr. Hutchins- What the other piece of it is, the reason for the other meter is probably both would pay the minimum, I would guess. Based on the regulations we have to follow, which is bad when it is your neighbor who has it.

Mr. Dickson- The big problem is if we allow changing this, then ten more will come in with a similar thing and they will want to do the same thing.

Mr. Holt- So if this old trailer burns down then I am sitting here paying for a meter?

Mrs. Phillips- If it is not livable there would be not bill.

Mr. Holt- What if I put another meter in and run 2000 gallons out on the ground is everybody happy?

Mr. Hutchins- Terry, once that structure is not livable you will not be billed.

Mr. Holt- I am still paying for one gallon at time, I use one gallon I pay one gallon.

Mr. Hutchins- Well you would pay the minimum, which is two thousand gallons.

Mr. Dickson- We understand what you are saying.

Mr. Dickson- Anyone else has any questions?

Mr. Light - What was your bill when you used 23,000 gallons?

Mr. Holt- \$165.00

Mr. Light- Did any PSA people go look at it?

Mrs. Phillips- Yes, that is how we found two trailers were hooked to the same meter.

Mr. Holt- No, have not found a leak. Septic tank not flooded, I just do not think it went through the pipe.

Mrs. Dalton - Has the meter been checked to see if it is okay?

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Mrs. Phillips - Yes, it has. Something could have been leaking.

Mr. Light- Was there people in both the trailers for the whole duration.

Mr. Holt - No. No.

Mr. Dixon - Well the leak is one problem and the 2 meters is the other problem. It is what we need to deal with right now. We will be glad to help you find that leak if we can. We are going to have to add a meter anyway. That will put you in compliance with our rules.

Mr. Holt - Well I have complied with everything from building permits to everything else, just do not know about 2 meters.

Mr. Dickson - In reality I do not know what else we could do. Anyone else have any suggestions?

Mrs. Dalton - If it was one address could that be done.

Mrs. Phillips - No

Mr. Holt - There are two co's; two mail boxes, two building permits.

Mr. Dickson - So you must furnish water for both of them. Let them pay their own.

Mr. Hutchins - The meter sits at the road. Therefore, what you are saying is he will have to bury another pipe. We will have to set another meter and pipe there.

Mr. Light- And for another meter he has to pay for that? What is that dollar figure?

Mrs. Phillips - its \$1250

Mr. Light - So \$1250 plus the pipe?

Mr. Hutchins - Is Prospect is that a private drive?

Mr. Holt - Yeah. Y'all think about it if there is any suggestions that pop up let me know.

Mr. Dickson - We will see if there's any suggestion to pop up today.

### **Authority Members Presentation**

Mrs. Montgomery - It is a sad day for a couple of you as it is your last meeting. Therefore, we have a couple of plaques and awards to let you know we appreciate the time you have spent with us. We really appreciate everything that each of you have done for the PSA. Mr. Hutchins, Mr. Dickson and Mr. Gary Larrowe were recognized for the support and service to the PSA.

We have Ken McFadden under the agenda but under approval, items we have an agreement with BRCEA and I trust most of y'all have looked at that. If everybody is satisfied with it, we can drop down and approve the consent agenda. Therefore, I need a motion to approve the Consent Agenda Sections A, B, and C. Do I have a motion to approve?

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**(ORDER)**

**APPROVAL OF CONSENT AGENDA SECTIONS A, B AND C**

Upon a motion by Dr. Littrell, seconded by Mr. Payne and duly carried the Authority does hereby approve the Consent Agenda for Sections A, B & C. The November 12, 2015 Meeting Minutes were also approved and are on file in the PSA office. The Claims are also on file in the PSA office.\* this motion also included the agreement with BRCEDA.

**Claims:**

Check #21145-21163 Claims November 23, 2015 in the amount of \$41,500.00

Check#21164-21208 Claims December 14, 2015 in the amount of \$218,413.15

**Debt Reserve Transfer:**

CCPSA to Debt Reserve--December 14, 2015

**Transfer for Claims:**

CCPSA to Operating--end of November \$41,500.78

CCPSA to Operating for December \$218,413.15

**OLD BUSINESS:**

None at this time.

**PROJECT UPDATES:**

**Cliffview** -Things are going slow. The contractor has completed the tank site - grading and tank access road. Pipe crew has been installing pipe primarily near the storage tank and Creekview Drive, which has a lot of rock, which is why it has been going slow. Boring crew has been installing road bores in advance of the pipe laying. Drilling crew is working on the water line crossing at Chestnut Creek. They will continue this work in the upcoming month.

**MRPDC** has awarded the PSA grant funds to extend the proposed water line along Fries Road just across the Grayson County Line. Preliminary design of that line extension has been initiated and is intended to be handled as a change order with the current contractor.

**Lynnhaven Tank** no design or engineering activity this month.

**Canam/Meadowbrook Water** - the draft PER has been prepared and has been provided to the PSA for review.

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**Sylvatus/RT 100** - Work has begun on preparation of the funding application for submission to Virginia Department of Health. We will be ready for their next application deadline, which will be in spring of 2016. Kevin's office will start samples next month. We will have it early probably.

Lynnhaven PRV small project grant application was submitted to VDH in April and a funding offer has been made.

Force account construction of water lines along Coulson Church Road and Ridge Road is under review by the Health Department.

**NEW BUSINESS:**

Mr. Dickson - We need an organizational meeting for the new board, Board of Supervisors is having theirs January 11, 2016 at 9 am.

**(ORDER)**

**ORGANIZATIONAL MEETING 2016**

Upon a motion by Dr. Littrell, seconded by Mr. Payne and duly carried the Authority does hereby to set the Organizational meeting on Monday, January 11, 2016 at 10:30 am.

Mr. Dickson - We want to submit a request to Rural Development to utilize the \$21,000 from Exit 1 Contingency Fund for radio read meters and switch out the Mt. Airy water meter to a 2" meter and then some equipment for sewer wastewater treatment plant.

**(ORDER)**

**APPROVAL REQUEST TO UTILIZE EXIT #1 CONTINGENCY FUNDS USE**

Upon a motion by Mrs. Dalton, seconded by Dr. Littrell and duly carried the Authority does hereby approve to submit a request to Rural Development to utilize the remaining Exit #1 Contingency Funds for the following: Radio Read Meters, switch out the Mt Airy water meter to a 2" meter, and equipment for sewer wastewater treatment plant.

Mr. Payne -How does switching the meter from a 4" to a 2" save money?

Mrs. Phillips- We are billed by Mt Airy by the size of the meter that we have. It is a fixed amount monthly.

Mr. Dickson - If we start using more water we have to change it back right?

Mrs. Montgomery -Yes

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Mr. Payne- Will Mt Airy have issues with that?

Mrs. Montgomery - We will have to talk to them and see.

Mr. Light - How much would that difference would it be?

Mr. Heath - Around \$300 a month

Mrs. Dalton - Is it a big deal to switch out the meter?

Mrs. Montgomery - No

Mr. Hutchins - \$3,600 a year more or less. What is the cost of the meter?

Mrs. Montgomery - About \$2,000

Mr. Hutchins- So you would more than save the cost of the meter.

Dr. Littrell - I was going to say we could possibly modify the motion to leave the other pieces in place and then addendum to that to where if it's approved by Mt. Airy then we can change the meter over.

Mr. Dickson - Ok, and if it has not approved we can use the money for more radio read meters. Ok, Mrs. Dalton you made the motion do you want to amend it?

**(ORDER)**

**APPROVAL REQUEST TO UTILIZE EXIT #1 CONTINGENCY FUNDS USE**

Upon a motion by Mrs. Dalton, seconded by Dr. Littrell and duly carried the Authority does hereby withdraw the previous motion. It should now be to approval to submit a request to Rural Development to utilize the remaining Exit 1 Contingency Funds for the following: Radio Read Meters, switch out the Mt Airy water meter to a 2" meter if it's agreeable with Mt. Airy, if not that money would be used to purchase more radio read meters, and then also equipment for sewer wastewater treatment plant.

Mr. Dickson - Did you find out how much that would save us a month?

Mrs. Phillips - Yes, \$409 a month.

Mr. Dickson - They may not like that, but we will see. Anyway, we made the motion and will see if Mt. Airy approves before we do that and if not that money will go to radio read meters.

**AUTHORITY MEMBER TIME**

Mr. Light - Nothing

Mrs. Dalton - Been hearing nothing but good reports about Jessica now being our Executive Director. I have enjoyed working with you all and I am gonna miss you.

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Mr. Hutchins - I would like to commend you have done a great job as Chair. There has been a lot of progress. I would like to see Carroll County continue to progress and continue providing sustainable water.

Dr. Littrell - This morning my electricity went out and I had no water. If I had had County water that would not have been a problem. That is why I think it is very important to try to extend water to citizens of Carroll County. Also, want to commend Jessica and welcome her as Executive Director. I will miss Sam and David after having worked with them so much in the past. Wish you well.

Mr. Payne - I have enjoyed sitting on this board for the last 4 years and working with y'all. I have learned a lot. Gary, Sam, and David you will be missed. Jessica I know you will do a good job as Executive Director.

Mr. Dickson - I am one of the ones leaving and I will miss all the people. I appreciate what everyone has done. It has been a good team. Thanks.

**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. Hutchins, seconded by Dr. Littrell and duly carried the Authority does hereby adjourn at 2:47 pm until the next meeting scheduled for January 11, 2016 at 10:30 am.

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W. S. "Sam" Dickson, Chairman

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Jessica Montgomery, Executive Director

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Dana M. Phillips, Sec/Treasurer, Assistant Director