

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA**

**CALL TO ORDER**

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday, September 12, 2016 at 3:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included Thomas Littrell, Chairman, William Payne, Vice Chairman, Keith Meredith, Jeanette Dalton, Doug Winesett and James Light. Also present was Executive Director/PSA Engineer, Jessica Montgomery and Dana Phillips, Assistant Director/Secretary/Treasurer of Authority.

**PUBLIC HEARING**

Dr. Littrell opened the Public Hearing for Proposed Water and Sewer Rates at 3:03 p.m. The purpose of this Public Hearing is to receive comments from interested citizens about proposed water and sewer rates.

**Effie Thompson-** I live on Coulson Church Road about one half mile from Exit 19. I am concerned about a very few citizens of Carroll County. I took a little survey within a mile of Exit 19. I am in the middle. I talked to several citizens, a total of 35 households and out of those 35 there were 11 that only one person lives in the home and 10 households with two people. A total of 23 homes out of 35, told me that they do not go over the minimum 2000 gallons. It really concerns me that we are going from \$24.00 to \$28.00 for 2000 gallons. I was wondering if there is a reason a few people will have to pay for the lot. Can there be another adjustment instead of saying \$28.00 for 2000 gallons? When we have 23 households out of 35 that use less than 2000 gallons. I would like to see that addressed by the board. Thank you.

**Dr. Littrell** - Thank you Ms. Thompson.

**Junior Vass-** I just want to clear something up in my mind. We get all these things increased here, increased there. Increase in trash pickup and I am sure taxes will be increased and who knows what else. Occasionally there should be some decreases. We should be holding meetings and decreasing prices. We put this water and sewer line in you would think after a period time with adding new customers and lines the cost would spread out. Need to look at that and the people you got. How many you need? If you have fewer customers, you need less people. But you probably have more customers. It's strange to me every time you see something in the paper it is an increase. I not all that educated but know a few things in finances. I know when I buy car I have to pay for it but when I get it paid for no longer had to shell out every month. Pretty soon I have to go buy another. I would like you all to consider that and think about it. It just bothers me that every time you pick up a paper there is an increase here and increase there. That is all I have to say. Thank you.

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 2**

**Dr. Littrell** - Thanks you Mr. Vass. Is there anyone else to speak?

There was no one else to speak. The Public Hearing was closed at 3:08 p.m.

**Mr. Meredith**- To both participants' that came, we appreciate your input. Truthfully, the increase we are talking about, we tried to go as minimum as possible. As with the car, Mr. Vass, when you own that car you have to maintain it. You do have cost associated with that, just as we have cost associated with these lines as well. I think the PSA dose a good job with what folks they have. I commend them; we try to operate as efficiently as possible. With regards to your concern, we have not had a rate increase in number of years now. It has been seven years since we had an increase. Part of the reason for the increase as well, just so you will know, as part of our funding agreements to make future project grant eligible we have to meet certain criteria. We do not create the formula but we have to follow the formula. The formula dictates that we have to meet certain rates to become eligible. We went as minimally as possible to do future projects.

**Mr. Light**- Keith and I helped work on this a lot. I understand the last thing I want is another bill. Like Keith said there is a formula, this is the minimum each house can pay for anyone else to get grant money or low interest in the future. As far as paying off these things are long ways from being paid off. It is not like a car. Most of these are USDA loan 40 year loans. A lot of people are on systems that do not cash flow. There are places that cash flow were there are a lot of houses in one short section where there are enough people using water that line pays enough to pay for itself. There are other places where there are long strength were they are very few users it takes long to pay them out. There should have been small step increase so it would not be so hard. We all know you used to go thru McDonald's Drive thru with a five-dollar bill and get change back but now you go through with a ten and no change. We were put in as a board; these loans had already been in place so we had to make this decision for the future.

**Dr. Littrell**- I would like to thank James and Keith both for working on this serving on the Rate Committee for the last several months. I appreciate all the hard work they did; I know this was not easy. It is never easy to suggest you might need to raise rates for anybody. The due diligent they did this was the best we could come up with.

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 3**

**(ORDER)**

**ADOPT THE WATER AND SEWER RATES**

Upon a motion by Mr. Meredith, seconded by Mr. Winesett and duly carried the Authority does hereby adopt the water and sewer rates as presented. The new rates will be effective with the October 2016 billing cycle.

**CITIZENS TIME**

**Mr. Vass-** I just wanted to respond to what was said up here. I think it is a dodge, I think you say it has been 6 years, 8 years whatever you say it is about time to raise rates. I do not think you having to do this and do that has anything to do with it. That is my opinion.

**(ORDER)**

**APPROVAL OF CONSENT AGENDA**

Upon a motion by Mr. Payne, seconded by Mr. Meredith and duly carried the Authority does hereby approve the consent agenda, section A, B and C. The August 8, 2016 minutes were also approved, they are on file in the PSA office.

**Claims**

Checks 21593-21603 End of August Claims \$36,859.18

Checks 21604-21640 Claims for September \$459,828.01

**Transfer for Claims**

CCPSA to Operating \$36,859.18

CCPSA to Operating \$459,828.01

**Transfer to Debt Reserve**

CCPSA to Debt Reserve \$9,740.90

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 4**

**(ORDER)**

**Adopt the Resolution of Governing Body Cana Search Grant**

Upon a motion by Mr. Payne, seconded by Mr. Meredith and duly carried the Authority does hereby adopt the Resolution of Governing Body for the Cana Search Grant. The vote was as follows:

Mr. Light - Yes  
Mrs. Dalton- Yes  
Mr. Winesett- Yes

Mr. Payne- Yes  
Mr. Meredith- Yes  
Dr. Littrell- Yes

**PROJECT UP-DATES**

**Project Cliffview Water – Construction Phase**

During the past month, the Contractor (CW Cauley & Son) has been installing water lines primarily along the Fries Road area. The majority of all water lines in the project have been installed. The Contractor has been concentrating on line flushing and pressure testing, with approximately 80% of testing completed. A Change Order is being processed for extending the water line along Fries Road into Grayson County (using MRPDC funds) and for upsizing the water line along Lincoln Road.

During the upcoming month, the Contractor plans to complete all remaining pipe work, proceed with the Change Order once approved by all parties, and continue with all testing so that the system can be placed into service.

**Lynnhaven Tank PRV – Design Phase**

No engineering activity during this month. VDH did extend their funding offer to the PSA, so activities are proceeding to move toward being able to advertise for construction bids.

**Cana/Meadowbrook Water – Planning Phase**

USDA-RD SEARCH Grant Project. Work continues on Amendments to the PER and EA evaluating additional water supply sources for the Cana system only without an interconnection to the Exit 1 system. Potential alternatives include developing additional wells, a surface water supply with filtration system, and/or connection to Mount Airy system along the Route 52 corridor. A funding application was submitted to MRPDC for funds to drill and test wells in the Cana area.

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 5**

**FUNDING APPLICATIONS**

**Sylvatus/Route 100 Water** – The PSA staff continues to explore possibilities to fund this extension.

**Coulson Church Road/Ridge Road** – A DWSRF funding application for force account construction of water lines along these roads was submitted to VDH, and a funding offer has been made. PSA is awaiting project kickoff meeting with VDH in order to begin. A funding application was submitted to MRPDC for planning funds to be used toward design services on this project and free up more of the VDH funds for construction.

**Debt Refinancing** – A DWSRF funding application for refinancing of a portion of the CCPSA's existing water system debt has been submitted to VDH, and a funding offer has been made.

**Water Meter Upgrades** – A funding application was submitted to MRPDC for money to upgrade a portion of system water meters to radio-read.

Mrs. Dalton asked if we were had to have the rate increase to be granted eligible, did this affect any of the projects such as Lynnhaven PRV?

Mrs. Montgomery stated that the Lynnhaven Project was when we discovered that we were not grant eligible. The rate increase will result in this project moving forward.

Dr. Littrell asked what date would be best for a Turning on the Tap Celebration at Cliffview.

The authority set the Turning on the Tap Celebration for September 29, 2016 at 6:00p.m. Cliffview Church of God.

**New Business**

**Adjust the Availability Fees**

Mr. Meredith stated that the customers that are paying a non-user fee monthly will be given them the opportunity to have a water or sewer connection installed for \$750.00 waiving the availability fee. The customer would need to sign up by December 31, 2016.

**(ORDER)**

Upon a motion by Mr. Meredith, seconded by Mr. Light and duly carried the Authority does hereby approve to adjust the availability fee for customers that are paying a non-user fee. They will be able to sign up for a water or sewer connection until December 31, 2016 for \$750.00. The \$500.00 availability fee will be waived.

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 6**

Mr. Meredith stated at this time we have a little discrepancy in connection fees. Currently new construction connection fee is \$750.00. All other connection fees are \$1,250.00. To make it a little more uniform for the office, I think we make the connection fee for future connection \$1,250.00. It is \$1,250.00 now outside of new construction. I think we would be better served to stay at \$1,250.00 across the board.

**(ORDER)**

Upon a motion by Mr. Meredith, seconded by Mr. Payne and duly carried the Authority does hereby approve that all future water and sewer connection fee will be \$1,250.00.

**(ORDER)**

**AUTHORITY MEMBER'S TIME**

Mr. Light - This is a meeting I dreaded. I dreaded the rate increase; we have looked at this hard for a while. We had to do it for future projects. It should have been done a long time ago and in smaller steps. Hopefully it will go over with everyone ok.

Mrs. Dalton- I am like Mr. Light I hate to have an increase. I am sure the people that would like to have water are glad we raised the rates so we can get grants and things, otherwise they would not have water and we could not move on. I think we did the right thing.

Mr. Winesett- Ms. Thompson you live in my district and understand what you are saying. I think about an older person by them self with a fixed income. I do not know if we can go below the 2000 minimum. I understand what you are saying. All I can say is, I am sorry.

Ms. Thompson- I understand what he is saying. I'm glad to have the water.

Mr. Meredith- I think I have said enough.

Mr. Payne- None of us likes to see rate increases but they are necessary. I would like to thank Keith and James for their hard work on the rate committee. I appreciate that.

Dr. Littrell- Although we voted against what you both spoke about. Ms. Thompson and Mr. Vass I thank you very much for coming to the meeting and voicing your concern. We had looked at reducing the minimum in the past but it did not work out the way our structure is. I know exactly what you are talking about

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 12, 2016  
CARROLL COUNTY GOVERNMENTAL CENTER  
HILLSVILLE, VA  
PAGE 7**

when you live alone and do not use much water. Unfortunately, it was just something we could not do. I do apologize. It was not pleasant thing to do but a necessary thing to do.

**(ORDER)**

**RECESS**

Upon a motion by Mr. Meredith, seconded by Mr. Winesett and duly carried the Authority does hereby recess at 3:40p.m. until September 29,2016 at 6:00 p.m. Cliffview Church of God for the Turning on the Tap Celebration.

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Dr. Littrell, Chairman

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Jessica Montgomery, Executive Director/Engineer

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Dana Phillips, Sec. /Treasurer