

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA

**CALLED TO ORDER**

The Carroll County Public Service Authority held their regular scheduled meeting on Monday, September 13, 2010 at 12:30 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Andy Jackson, Chairman, Manus McMillian, Vice Chairman, Sam Dickson, David Hutchins, Thomas Littrell, and Jeanette Dalton. Also present were Gary Larrowe, Executive Director and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority.

Chairman Jackson called the meeting to order at 12:35 p.m.

**(ORDER)**

**PUBLIC HEARING: NOTICE OF INTENT TO APPLY FOR FUNDING (COON RIDGE & CLIFFVIEW/FRIES AREAS)**

Mr. Gary Larrowe, PSA Executive Director, explained that the purpose of this hearing was to provide notice of the intent to file applications for funding with USDA, Rural Development for the proposed water systems in the Coon Ridge and the Cliffview/Fries areas.

Mr. Jackson opened the public hearing at 12:38 p.m.

With no one present to speak and no written comments to review the public hearing was closed at 12:40 p.m. (Copy of notice is included in minutes.)

**(ORDER)**

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

Upon a motion by Mr. Hutchins, seconded by Mrs. Dalton and duly carried the Authority does hereby approve the Consent Agenda for Sections A, B, and C. The Claims are on file in the PSA office.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 2

**Claims:**

Check # 17465 to Vaught Septic Services in the amount of \$49,500.00.

Check # 17466 to 17529 Claims in the amount of \$332,281.23.

Check # 17530 to Norma Collins in the amount of \$386.13.

Payroll Register-Auto-Draft in the amount of \$975.47.

**DEBT RESERVE TRANSFER**

CCPSA to Debt Reserve \$ 3,770.90

**TRANSFER TO CLOSE ACCOUNTS (Transfer to CCPSA)**

Gladeville/Cranberry Sewer	\$ 8.58
Route 100 Water	\$22.17
Cana Water	\$ 4.35
New Woodlawn Water	\$ .36
Airport Road Water	<u>\$ 1.43</u>
<b>TOTAL</b>	<b>\$36.89</b>

**TRANSFER FOR CLAIMS**

CCPSA to Operating \$127,500.00

**TRANSFER FOR DUMP TRUCK**

CCPSA to Construction Account \$9,300.00

**TRANSFER TO OPEN ACCOUNTS**

CCPSA to Construction Account for Fancy Gap Water Construction	\$60,000.00
CCPSA to Fancy Gap Water Construction to Open Account	\$ 1,000.00
CCPSA to Construction Account for Fancy Gap Sewer Construction	\$10,000.00
CCPSA to Fancy Gap Sewer Construction to Open Account	\$ 1,000.00
Woodlawn Sewer Construction to Construction Account for Truck	\$60,000.00
CCPSA to Construction Account for remainder of Truck	\$23,700.00

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 3

**CITIZEN'S TIME**

**Mr. Jackson to Woodlawn Sewer Customers-**There are several things we are doing and have planned to do because we are aware of this problem and we are trying our best to figure something out. Mr. Kevin Heath can better explain what is going on and we hope that this works for you all.

**Kevin Heath to Woodlawn Sewer Customers-**From what we are hearing and what we know, there is an odor along the new lines of the Woodlawn Sewer system. We believe that the bulk of the odors have to do with the long distance that we are pumping the waste. Gases build up when the waste lays in the lines. We are putting in chemicals at the pump stations to help with this problem. Once the chemicals are placed in lines, we should be able to see a reasonable difference within two weeks, hopefully sooner than that.

**Robin Whittington-**I have always been positive about the sewer system but our property is being damaged and kids can't play outside. Others have smells in their homes. We would just like to have a sewer system that is positive instead of dragging us down negative. Is there any way you can help us out? I am in debt over \$1,400.00 on this free system. (Copy of email included in minutes.)

**Lake Newman-**Robin probably covered everything but I just wanted you to know what we are facing. I would say within a day of the system going online the odors started coming, at times so bad it's sickening. I held off on signing up and now wish that I had not. I have worked on my own lines with a plumber for numerous hours and nothing has helped. The smell is so bad it will wake you up or if you are outside, you have to go inside. To me, this is more of a health issue right now. If there are any health issues, I think that someone should be responsible for that. Everyone I have talked to about this has been very nice and tried to give explanation. I understand that but I would like to see something done or I will make a formal complaint to DEQ.

**Gene Othic-**I would like to echo what Robin said about real estate values and the damage to our properties. People should not be paying taxes on a property in these conditions. Also, I agree with Lake on the health worries. I will not eat at my home because I cannot stand the smell in my kitchen. I hope that something will happen soon.

**Bridgett Payseur-**I bought my home 12 years ago and I have loved living there and have been looking forward to getting the sewer. I hope there is something that can be done to get rid of the odor and not just mask it. When you get to Woodlawn School the stench just hits you in the face. When you get to Grandview Drive, the smell hits you again. I think something stronger than the masking chemicals need to be done to get rid of the odor all together.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 4

**Lloyd Burcham**-I live at 535 Woodlawn Road and the sewer is not available to us. During the construction, our basement was flooded out twice due to the line being laid. The VDOT engineer was there on one occasion and had Landform to do some preventive things but our yard and basement still flooded again. I have had to replace carpet and clean up flood water. I just wanted you to know that we have had damages. *\*Mr. Hutchins and Mr. Heath said that Lloyd does have recourse; he can file a claim with the contractor's insurance company.*

**Aleighthia Hall**-We are a young family and this is our first home, we have only lived there about three months. While having a yard sale someone thought they smelled strong propane gases and we could not find the source so we called the fire department and it was determined that the strong odor was methane gas from the sewer. The odor has been horrible since a few weeks after we moved in.

**PROJECT UPDATES:**

**Woodlawn Sewer**-Discussed in detail during Citizen's Time

**Exit 19 Sewer**-Construction is about 98% complete. All gravity sewer lines, forced main, and the pump station are complete. Ramey's is currently pressure testing the last segment of the line and the manholes are installed.

**Long Range Water**- All 5 contracts are under construction, combined completion is at 65%. Contract #1-Ramey has installed approximately 11,000 ft. of the 14" line with approximately 19,000 ft. remaining. The 6" water line is complete on Pleasant View Road. Two additional pipe crews have been added with others to be added within the next few weeks. VDOT has requested a design change on Pleasant View Road and easements will be needed. This will require a construction Change Order and stream permit revision. Contract #2-William G. Simmons is on the pump stations and is 90% complete. Pump stations are in place and have been pressure tested. All piping is complete and all of the vaults are in place. The contractor is setting enclosures and the electrical work is ongoing. Contract #3-Mid-Atlantic Storage has completed the water tank. The tank is substantially complete with the exception of testing and sterilization. Contract #4 the Route 620 Connector with Carolina Environmental is 92% complete. All water line is installed and pressure tested. Meter services are currently being installed and customers will be allowed to connect after testing is completed. Contract #5-DLB has the Route 100 Connector and is 75% complete. All 10" pipe has been installed from Exit 19 to Little Vine Road. They are working on Little Vine Road and lack approximately 6,500 ft. to the tie-in. Approximately 4,200 ft. of 6" line remains to be installed. Most of the installed pipe has been pressure tested.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 5

**Honeycutt Dam**-All road bores are in place and the contractor is installing pipe. The wet tap is in place at Coulson Church Road; there is approximately 8,100 ft. of pipe remaining to be installed.

**Exit 1 Water and Sewer (Love's Project)**-All construction work is complete with miscellaneous issues being addressed by the contractor (Clark Brothers Company).

**Exit 1 Water**- Draft plans have been submitted to the PSA and Mount Airy for review and comment with tank and pump station sites identified; the tank site is on Fancy Gap Mountain near the cell tower and the pump station site is near the North Carolina border near Imogene Road. A couple of comments have been received from Mount Airy that will require plan changes. Once authorized, we will need to submit plans to regulatory agencies for permits. We need the Authority to approve the tank and pump station locations so that we can move forward.

**(ORDER)**

**APPROVAL OF EXIT 1 WATER TANK AND PUMP STATION SITES**

Upon a motion by Mr. Dickson, seconded by Mr. Littrell and duly carried the Authority does hereby approve the water tank and pump station sites for the Exit 1 Water project. The plans may now be submitted to the regulatory agencies as needed.

**Fancy Gap Water and Sewer**-Draft plans have been submitted to CCPSA, VDOT, and Blue Ridge Parkway for review. The water tank and sewage pump station sites have been identified and PSA staff is working on securing easements and properties needed. We are researching potential existing wells which could be used in the system. Permission has been secured to test one existing well near Route 52-will attempt to have testing completed by the first week in October. Once all sites for water tank, wells, and sewage pump stations are secured and sufficient well capacity is attained, we will need to complete plans and submit to regulatory agencies for permits.

**Sylvatus/Mitchells Crossroads**-The base mapping has been completed. Field markups and plans are being worked on now. We expect to have draft set of plans with easements identified and submitted to PSA staff for review by October 1st.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTEMBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 6

**Coon Ridge Water**-PER and Environmental Assessment were previously completed and accepted by USDA-RD. We continue to work with RD staff as needed to address questions and comments in their processing of the project funding application. USDA-RD is actively processing the funding application—so this is a positive indicator that a funding offering may be forthcoming.

**Cliffview/Fries Water** -PER and Environmental Assessment were previously completed and accepted by USDA-RD. USDA-RD project funding application review expected to begin following completion of the Coon Ridge project application.

**Cana Sewer**-PER and Environmental Assessment previously completed and accepted by USDA-RD. Awaiting USDA-RD review, we are not sure where this project stands.

**(ORDER)**

**APPROVAL TO APPLY FOR FUNDING COON RIDGE AND CLIFFVIEW/FRIES AREAS**

Upon a motion by Mrs. Dalton, seconded by Mr. Hutchins and duly carried the Authority does hereby approve to apply for funding on the Coon Ridge Water and the Cliffview/Fries Area Water Projects based on the Public Hearing that was held at the beginning of this board meeting.

**CLOSED MEETING-PURSUANT TO SECTIONS 2.2-3711.A-7 CONSULTATION WITH COUNTY ATTORNEY**

**(ORDER)**

Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the Authority does hereby enter into Closed Meeting at 1:35 p.m. until 2:00 p.m. for Consultation with the County Attorney 2.2-3711.A-7.

**(ORDER)**

Upon a motion by Mr. McMillian, and seconded by Mr. Dickson and duly carried the Authority does hereby convent 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 the meeting in accordance with the Virginia Freedom of Information Act.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTMEBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 7

**CERTIFICATION OF CLOSED MEETING**

**(ORDER)**

Upon a motion by Mr. McMillian, seconded by Mr. Dickson 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:

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

**DIRECTOR'S TIME**

**SECTION B: AUTHORITY APPROVAL ITEMS**

**(ORDER)**

**ADDENDUM TO AUDIT AGREEMENT**

Upon a motion by Mr. Hutchins, seconded by Mrs. Dalton and duly carried the Authority does hereby approve the addendum to the audit agreement in the amount of \$1,000.00 due to American Recovery Act projects.

--As you know we are in need of some equipment. We have one single axel truck. We are interested in purchasing a dump truck; the PSA's contribution would be 10% of the price or \$9,300.00. The rest of the money will be grant money. The truck is a new 2008 Mack, 16 ft. dump truck. We are looking forward to having this and it will be delivered soon.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTMEBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 8

**DIRECTOR'S TIME (CONTINUED)**

--The Love's invoice that we submitted was for just under \$100,000.00. This is for the pump and haul and the situations associated with that issue at Love's.

--Also, a letter from Mr. Marler Sharp has been included in your packet regarding his interest in having the sewer line extended to him. It seems that this may be a very expensive project but who knows what might come of it in the future. (Copy of letter included in minutes.)

**(ORDER)**

**APPROVAL FOR FEASIBILITY STUDY OF COMMONWEALTH ROAD**

Upon a motion by Mr. Hutchins, seconded by Mrs. Dalton and duly carried the Authority does hereby approve to have a feasibility study conducted on Mr. Marler Sharp's property and Commonwealth Road regarding extending sewer services.

**KEVIN HEATH, ENGINEER WORKING ON WOODLAWN SEWER PROJECT**

We are at the point now on this contract that all contracted construction has been completed and we need to request authorization to submit a Final Clean-up Change Order with Landform Construction. This change order would include adjusted unit prices, quantities installed, liquidated damages, and anything else that needs to be completed before this contract can be closed. We have drafted a proposed Final Clean-up Change Order for a net deducted price of \$88,732.00. With the understanding that four parties would have to approve this order, the parties included are the PSA board, Landform, Adams-Heath, and Rural Development.

**(ORDER)**

**APPROVAL OF RESOLUTION TO AUTHORIZE WOODLAWN SEWER FINAL CLEAN-UP CHANGE ORDER**

Upon a motion by Mr. Littrell, seconded by Mr. Hutchins and duly carried the Authority does hereby approve the resolution to authorize the Final Clean-up Change Order for the Woodlawn Sewer contract with Landform Construction.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTMEBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 9

**AUTHORITY MEMBERS' TIME**

**Mr. Dickson**-Norma Collins and her contractor have contacted me regarding the problems she has had finding the lines on her property versus the Lyons' property. When the contractor dug down he did not find the lines as marked so he had to go over on the Lyons/Alderman property. There were extra expenses incurred due to the sewer lateral not being where the plans show, Norma has another bill for \$386.13. I feel like we should be responsible since it was our mess up that caused her to have this extra expense. *Mrs. Phillips spoke up to say that Norma needs to obtain an easement from Raquel and Nathan Lyons because the line on their property is Mrs. Collins line not the PSA's, then we would be glad to pay the extra expense.*

**(ORDER)**

**APPROVAL TO REIMBURSE NORMA COLLINS FOR SEWER LATERAL**

Upon a motion by Mr. Dickson, seconded by Mr. McMillian and duly carried the Authority does hereby approve to reimburse Norma Collins for her expenses due to the sewer line not being located as marked by the PSA contingent upon Mrs. Collins obtaining an easement from Raquel and Nathan Lyons.

**Mr. Littrell**-I really don't have a whole lot today. I am distressed to hear about the sewer gases and how upset our citizens are and I do have sympathy for the ones that came today. I hope that we can find a solution to this problem soon.

**Mr. McMillian**-I agree with Mr. Littrell on the sewer issues. We will continue to work hard on this issue. If we lived there, the issue would be very important and we need to treat it that way. I would also like to thank all the staff. Dana and the office staff work very hard and the boys in the field need a pat on the back. Thank you!

**Mr. Hutchins**-I just have a couple questions today. On the matrix, I would like to see the projected completion dates for each project. It looks like Woodlawn has been on time but as we know it is way behind. I would just like to see how the project is going according to schedule. The second thing is about these resolutions that we are being asked to approve without forewarning; I would like to not approve anything if we haven't seen it or it's not on the agenda. I am asking that you not entertain any motions not on the agenda. Other than those things, thank you to everyone.

MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
SEPTMEBER 13, 2010  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA  
PAGE 10

**Mrs. Dalton**-It is good to be back with you. The first thing I did was read the minutes from last month to see what all has been done. I do hope that we can get the smelly problem fixed soon. Thank you for everything.

**Mr. Jackson**-Well, I think that we have had good conversation through this whole meeting. Thank all of you for putting up with me. I am confident that we will get this problem with the Woodlawn Sewer fixed and hopefully what we are doing will work. If it doesn't, then we will try something else. Thank you all again.

**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. McMillian, seconded by Mr. Dickson and duly carried the Authority does hereby adjourn at 3:00 p.m. until their next scheduled meeting on October 12, 2010 at 12:30 p.m. in the Carroll County Governmental Center Board of Supervisors meeting room.

---

Andy Jackson, Chairman

---

Gary Larrowe, Executive Director

---

Dana Phillips, Sec./Treasurer, Assistant Director