

MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
September 10, 2018
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, September 10, 2018 at 3:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Keith Meredith, Vice Chairman, Jeanette Dalton, Doug Winesett, Phillip McCraw, and Garry Jessup. Also present were Executive Director/PSA Engineer, Jessica Montgomery and Dana Phillips, Assistant Director, Secretary/Treasurer of the Authority. Chairman, Dr. Thomas Littrell was absent.

Mr. Meredith -Good afternoon. I will be conducting this meeting today in the absence of our chairman, Dr. Littrell. I hope he is enjoying his vacation. I do see a lot of returning citizens and I am sure that you are here to express your concerns about the non-user fee for residents that do not have a water meter. Before Dr. Littrell left for vacation he organized a meeting between the chair of the BOS, the county administrator along with myself and Jessica. At this meeting we continued our discussions about the history of this fee and the reason that the fee is being charged. The PSA understands that this is our current agreement to our funding agency and we also understand that we will need to work with them on any and all changes that are made to the rate structure. The last thing we would want to do is have to pay back millions of dollars in grant money. Steve Durbin, the county attorney, did address the BOS at the August meeting and explained this in detail to the board after his review of the documents. We also looked at the state code that refers to the non-user fee and how we should proceed. We discussed several scenarios about what a rate schedule for the PSA might look like with a lower non-user fee, no non-user fee, etc. As an outcome of this meeting, the PSA staff is currently reviewing all customers and all customer data to conduct a rate study to make suggestions to the PSA board on how to best proceed. The BOS is having a Public Hearing at their October meeting to discuss this topic and the PSA will continue to work with the BOS on this issue and will respond to the actions of the BOS.

CITIZENS' TIME

No speaker

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(ORDER)

APPROVAL OF CONSENT AGENDA

Upon a motion by Mr. Winesett seconded by Mrs. Dalton, and duly carried the Authority does hereby approve the consent agenda, section A, B and C. The August 18, 2018 minutes were also approved, they are on file in the PSA office. Claims are as follows:

Claims

Check # 22891-22896	\$ 7,533.01
Check# 22897-22938	\$213,548.19

Transfer for Claims

CCPSA to Operating August 29,2018 \$7,533.01
CCPSA to Operating September 10, 2018 \$213,548.19

Transfer to Reserve

CCPSA to Debt Reserve \$8,918.62

NEW BUSINESS

Garry Jessup- The Fire Department here in Hillsville water line is busted that feeds the building. I was approached, we need to get it fixed. We have already fixed it a time or two.

Mrs. Montgomery- Yes, we fixed it a couple of times in the past. Unfortunately, the line that was put in was not kicked properly. So, every time they open and close the valve the line would break. We repaired a couple of those the last time we could not find were the break was. It is either under the asphalt or under the stream crossing. This is too costly for the PSA. Our

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construction team cannot do a stream crossing of that nature. A contractor would have to do the stream crossing. The PSA could do the rest of it. A little investigating into the value tie in, that is an old line that was put in in the 60's. It is an asbestos concrete line. I'm not sure what the valve is but our guys could dig down to determine. The big thing is, who would pay that fee? Would the PSA or would we split that cost in order to do that stream crossing. So that is up to the board.

Mr. Jessup- The fire department or the PSA is going to have to pay it. So, what is the boards feelings?

Mr. Meredith- Well, this is just my option. I feel like in order for the PSA to commit we would need to know a cost. Obviously not a blank check to just turn someone loss. Procurement such as it is we would have to have prices on it any way. There may have to be some cost sharing between fire department, PSA and BOS.

Mr. Jessup- This value connects the town and county together if something major should happen.

Mr. Winesett- Where does the line cross?

Mrs. Montgomery- It crosses at our well in the bottom and goes at an angle toward it under the stream.

Mr. Winesett- You are talking about Wilkerson bottom.

Mrs. Montgomery-Yes

Mr. Jessup- In the corner of Wilkerson behind fire house.

Mr. Meredith- We do need to address it.

Mrs. Montgomery- We will need to get three quotes for over \$5,000.

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Mrs. Montgomery- I will work on getting quotes.

Mr. Jessup- Fancy Gap Sewer how much storm water are we paying for each month? Two farmers say that the lids will not stay on the manholes.

Mrs. Montgomery- I have not saw much inflow and infiltration for Fancy Gap. We have not had anyone calling about those manholes.

Mr. Jessup- How often do they check those pump stations?

Mrs. Montgomery- They are checked every other day.

Mr. Jessup- After this storm comes through can we check it to see how much it raises.

Mrs. Montgomery- Absolutely, if we know where those manholes are we can go seal them.

Mr. Jessup- Oak Knoll subdivision, on Snake Creek. Went door to door they are interest in water and we don't have any water. Are we going to try to buy off town or forget about it?

Mr. Meredith- In the past when there is a request for water, Jessica and her folks will try to get an idea of how many customers are in the area and where the access is. Then there is actually quite a bit to the permit process. Then we have to apply for grants or funding sources.

Mrs. Montgomery- You are required to have a Preliminary Engineering Report and environmental assessment. Preliminary Engineering Report is what will give you your alternatives to review and know what the best solution is.

Mr. Jessup- I will have a count shortly. They are going door to door now. They are doing it their self. They need water pretty bad. It all has iron in it.

Mr. Meredith- I appreciate just in a month Garry has been busy.

Mr. Jessup- No, somebody else has been busy on me.

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Mr. Meredith- With that being said, I think everyone in the room understands, that we as a board are trying to do as much as we can to get quality water out to folks. But it is a process. It is just a little bit more entailed than just tying onto a line. I appreciate that Garry.

Project Up-Dates

Cana/Meadowbrook Water – Planning Phase

PSA staff has continued to compile operational data for each of the Cana system wells so that the needs can be prioritized and the MRPDC grant funds (\$100,000) can be maximized for well improvements. Working on plans for various improvements to help well operations. Right now, the plans for Cana in spending that \$100,000 what we are thinking is upgrading the electrical at well #1, well #2 and 3 are there together. Doug knows this he was there in that well house. These also need electrical updates, so that is in the plan. Well #2 needs a new well pump also in the plan to be replaced. Then the money after that needs to be put into well #8. That is the one over across from Oak Grove Church. It is a really good producing well, but after it has pumped for a while it looks dingy; this being because of the iron content in the well. There are filters that can filter the iron out. They are not cheap but with this money, I think it would be a lot better use of that money than drilling a well because we do not know what we may get in drilling a new well. So, we know we have a great producing well so let's filtrate it. With that we have to submit plans to the Health Department. We will go to our engineers on call and ask for proposals. See which one has the best design for this filtration system for well #8. If there should be any money left, I would suggest that we put SCADA on that tank. As we saw from our last event in Cana that water tank can drop pretty quickly. When it does it is hard for us to recover with a ground water system. So that is what the plan is for Cana money. We will put that into process if that is the direction of the board. Does that sound fair and reasonable to everyone? Great!

Coulson Church Road/Ridge Road – Design Phase

The Environmental Review document for the project has been submitted to the funding agency (VDH), is under review, but no comments have been received to date. Upon authorization from VDH, the next step with the Environmental Clearance process would be to advertise for

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the Public Notice and initiate the public comment period, then continue with the Environmental Review process.

Preliminary plans have been completed. Working on securing regulatory permits.

FUNDING APPLICATIONS

No active funding applications at this time.

PSA Update:

The PSA has approximately 200 miles of water lines, 50 miles of gravity sewer lines, 25 miles of force main sewer line, 795 fire hydrants, 12 sewer pump stations, 12 water storage tanks, several wells and several water booster pump stations. The PSA's Water systems are as follows: Cana, Exit 1, Fancy Gap, Regional, Tower Road and Hillcrest Estates. The PSA's Sewer systems are as follows: Fancy Gap, Woodlawn, Gladeville/Cranberry, Hillsville and Loves. All of this is operated and maintained with a staff of 14 people.

Total of 77 work orders in August (check pressure, check for leak, turn-off, turn-on, etc)

Construction items completed –

3 new water connections

Several Leaks repaired – Meadowbrook leak in Cana, Regional system leak at Exit 14 pump station, Winterberry leak, Rt 100 leak and leak in front of ruritan building in Sylvatus, Bear Trail leak in Cana, Bee Line leak and star construction leak.

Miss Utility Markings

Mowing and general upkeep of properties

Inventory updates weekly

Maintenance items completed-

Relocated Gladeville sewer flow meter as requested by the City of Galax, replaced float switch in equalization basin at sewer plant at Loves, replaced hour

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meter at the industrial park sewer pump station, removed the pump and motor at Gladeville sewer pump station to remove clog, fixed driveway into Gladeville sewer pump station, replaced exhaust fan at Gladeville sewer pump station, replaced pump at DLB sewer pump station, replaced pump tech at 620 well, oversee pump replacement at 620 well, and emergency repair to Spring-willow water pump station.

Operations items completed-

Searching for leaks – 2 large leaks took a team of PSA staff (construction, maintenance, office and operations)

Routine water flushing

In 3rd quarter (July, Aug, Sept) – 140 samples to take properly and send to certified state laboratory for analyzing and reporting.

Daily – sewer plant at Loves, check chemicals in water systems, wells, tanks, sewer pump stations, customer service, etc.

Office items completed-

Daily-customer service, deposits, review of payments, bills, invoices, scan checks, balance bank statements, close-out, etc.

Monthly-meter reading (office staff and field staff), print bills, print late-bills, prepare cut-off list, close-out, balance bank statements, etc.

Auditors in office for annual audit

Rate Study (categorizing customers and producing possible alternatives)

Other

Blue Ridge Crossroads Economic Development Authority (BRCEDA) project is complete and DLB is working on punch list items now. This project added a section of gravity sewer along 58-Carrollton Pike from 4695 Carrollton Pike to 5055 Carrollton Pike – 5 new sewer customers. Also upsized the force main section to Galax from a 6-inch to an 8-inch line and upgraded all sewer pump stations to handle.

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higher sewer flows. Water line was added from the end of the road in Wildwood to Old Goodspur Road to create a looped water system to supply Wildwood.

Mr. Jessup- Does all the tanks have SCADA systems on them?

Mrs. Montgomery- They do not. We have Cliffview, Fancy Gap, Exit 1, 620 and Pleasant View.

Mr. Jessup- So, what does that leave?

Mrs. Montgomery- Deer Ridge, Springwillow, Cana, Tower Road and Cranberry tanks. We are missing several tanks.

Mr. Jessup- Why don't we?

Mrs. Montgomery- It is expensive. So, that is why we are starting with Cana because it is the most critical of the bunch.

Mr. McCraw- He had a request for water in an additional area and we have the Meadowbrook you know. When all this water was put in we were going to get big industry at the interstate. It did not come. The water system was supposed to be self-sufficient. Support it's self but it is not doing it. If we pass that on to the customers, the cost of getting water to them. Then the water bill would be much higher. I don't think some of these people would want it what it would cost to get it to them. I don't think it is fair for the non-user to have to pay to get it to them.

Mrs. Montgomery- I think that is what we are all working toward getting to that common goal.

Mr. McCraw- We are having a lot of water breaks you know. Does that tell us we have a water system problem?

Mrs. Montgomery- We find them, we get to them, we show that we can take care of what we have got. You do not know it is leaking till you see you are using more water. That is part of it

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operation and maintenance. If we just turn and look away when that tank started dropping. If we did not come together and look for a leak that is when I think there is a problem. We all came together, found the leak and repaired it. It did not cost much to repair it but losing the water is what hurt us.

Mr. McCraw- We fixed it, but do we still have lines in there that are weak too?

Mrs. Montgomery- The one in Cana was a little odd situation. It was put in as an old service line, way back, when instead of leaving everything there they plugged it. The plugg rusted out. I do not know why that was done previously but that is not how we do things now. That was just an odd thing. Unfortunately, those things are there. We feel like we do a good job operating and maintaining what is in the ground.

OLD BUSINESS

Mr. Jessup- Non- user fee, do we need to make a recommendation to the Board of Supervisors?

Mr. Meredith- Actually, we will react to their actions. The agreements that are in place is my understanding were made between the Board of Supervisors and the lending agency. Not the PSA. That was mention in my opening dialogue on the matter. We will react to their actions. They are having a public hearing.

Mr. Jessup- When is that?

Mr. Meredith- October, I think the meeting date has been changed. To answer your question, we do not know when the public hearing will be. It has not been advertised.

(ORDER)

MEETING DATE FOR OCTOBER AND NOVEMBER

It was the consensus of the authority to change the October and November meeting date to October 15, 2018 and November 19, 2018.

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Mr. Meredith- Any more old business?

Mr. Jessup- Why is our cell phone bill so high?

Mrs. Montgomery- We have 12 with cell phones. We use who the county has a contract with- US Cellular. If you have any suggestions that would be good.

Mr. Jessup- Put it out to bid.

Mr. Meredith- It is always good to have new eyes looking at things.

AUTHORITY MEMBER'S TIME

Mrs. Dalton- I do not have anything today.

Mr. Jessup- I am done.

Mr. McCraw- Well I just like to see us get these things to where it is self-supporting. I don't know how long the supervisors are committed to this million dollars a year.

Mrs. Montgomery- For the life of the loan, unless business comes that would support the system.

Mr. McCraw- I hope we got some industry coming so we can get this paid back.

Mr. Winesett- I would like to thank the folks that came today. That have come to the last three times. Four times I missed one. You do see some movement don't you folks? I hope you do. It does appear that some action is being taken. Hopefully we can work our way through this. I do not know what the solution will be. Thank you all for coming.

Mr. Meredith- Just to try to sum everything up. I do think you will see some movement. We have evaluated the code and there is some room on the non-user fee. We will react when the

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supervisors take action. I appreciate all the members and what they have done. I appreciate the staff and their hard work. With regard to the infrastructure it is kind of hard to see sometime Mr. McCraw. Just like in your district down there with Love's Truck Stop. I would be interested to see how much tax dollars that facility brings in. If we looked to the supervisors to offset some of the infrastructure cost, the PSA has to share for getting those line there, perhaps the PSA could be self-sufficient. Same thing with Wildwood, we spend a lot of money on infrastructure hoping we recruit business. It is not really the chicken, or the egg comes first. But in order to recruit business., Steve will tell you it is a difficult task because everybody is competing for the same industry or manufacturing same folks. We are competing with Wythe County which has multiple sites all with water. Workforce is a big thing now. We cannot produce a work force. Employment rate is low right now. These folks look at everything. Look at availability of land, availability of water, availability of sewer, work force and electricity. I know I have worked out there at Wildwood. I now the county, BRCEDA which is Galax and Grayson County have worked and spent millions of dollars to try to make that park attractive. Power is there, also sewer, water and gas. We just need to keep working hard to get the industry there. Whatever that may be for the tax base. A water customer to help offset some of the cost. No one is really sitting on their hands. Everybody is working hard, supervisors and administrator. I think we all need to work equally as hard so we have the infrastructure in place when something comes.

(ORDER)

ADJOURNMENT

Upon a motion by Mr. Winesett, seconded by Mrs. Dalton and duly carried the Authority does hereby adjourn at 3:38 p.m. until the next regularly scheduled meeting on October 15, 2018 at 3:00 p.m. in the Carroll County Governmental Center Board of Supervisors Meeting Room.

Dr. Thomas Littrell, Chairman

Dana Phillips, Sec./Treasurer

Jessica Montgomery, Executive Director

