

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
DECEMBER 17, 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, December 17, 2018 at 3:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Dr. Thomas Littrell, Chairman, Jeanette Dalton, Keith Meredith, Vice Chairman, Doug Winesett, Phillips McCraw, and Garry Jessup. Also present were Executive Director/PSA Engineer, Jessica Montgomery and Dana Phillips, Assistant Director, Secretary/Treasurer of the Authority.

Dr. Littrell- Hope everyone survived the snow storm that we had. I know it was a bit of a challenge. It caused the meeting to be rescheduled which I think was a good decision because I couldn't get out of my driveway. We also had some problems in Cana which always seems to happen on weekends and worse weather, but our staff was very prompt in getting those repaired and so hats off to them having to work in such bad weather. The next item on the agenda is Citizen's Time. No one is signed up is there someone in the room that would like to speak?

CITIZENS' TIME

(No one to speak)

(ORDER)

APPROVAL OF CONSENT AGENDA

Upon a motion by Mr. Meredith seconded by Mr. Winesett, and duly carried the Authority does hereby approve the consent agenda, section A, B and C. The November 19, 2018 minutes were also approved, they are on file in the PSA office. Claims are as follows:

Claims

Check# 23054-23068 \$64,431.14
Check# 23069 \$2305.05
Check# 23070 \$1933.91
Check # 23071-23100 \$133,634.49

Transfer for Claims

CCPSA to Operating November 20, 2018 \$64,461.14
CCPSA to Operating December 10, 2018 \$133,634.49

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Transfer for Reserve

CCPSA to Debt Reserve \$8,918.62

Project Up-Dates

Cana Well Improvements Project

This was a Mount Rogers Grant for \$100,000 to be used towards well improvements. The grant amount is a match but it's working out with dollar to dollar and Mount Rogers will accept well related repairs in the past as well so any booster pumps or well pumps that we have replaced, we've put in there as well to get reimbursed. Number 8 which is the well across Oak Ridge was scheduled to have a camera dropped this week but unfortunately, we've had to reschedule that until after the New Year because of the water leak this weekend. We had a major water leak we had a 10-inch main break some time Friday night Saturday early morning hours. The tank was at 54 feet on Friday afternoon and it was down to 5 feet when they got there to isolate the leak area. So, we lost quite a bit of water through a 10 inch water main. They were prompt to repair that unfortunately after they left the site 3 wells lost power on Bear Trail due to a tree falling over on the power lines and they were not aware of it until the next morning around 9:30 a.m. and the third thing that happened is that we had booster pumps go out and well #8 sometime in the middle of the night so we didn't have any water in the tank after that. That is the reason for the boil water advisory. Some folks did unfortunately lose water, but this is just a precautionary advisory and everyone has been notified. We will take the samples hopefully today and we'll be able to lift this by Thursday. We'll schedule that camera to be dropped in to look at well #8 so we can do the filtration design hopefully sometime in January and we'll give you those updates. We also got some proposals out to engineers on call and got two of those back, so I'll review those and let you know who we choose for that work next month. And of course, we're looking at Scada on the tank in Cana and I have prices for those and that could have potentially saved us here if we'd had Scada on that tank to let us know the level was dropping.

Coulson Church Road/Ridge Road – Design Phase

This project is still on hold at this point.

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FUNDING APPLICATIONS

No active funding applications at this time.

PSA Updates:

- Total of 101 work orders in November (check pressure, check for leak, turn-off, turn-on, etc)
- Construction items completed –
 - 2 new water connections
 - Leaks repaired – Raintree Road
 - SCADA management
 - Miss Utility Markings
- Maintenance items completed-
 - Installation of permanent heat source in Springwillow and Lynnhaven booster pump station buildings
 - Replaced a door and installed new lighting in Blueberry booster pump station
 - Patched the interior ceiling of the Carroll County well #2
 - Replaced the timer control in Carroll County well #3
 - Replaced the GFCI receptacle in Carroll County well #3
 - Installed a new booster pump in Cana #1
 - Repaired controls for the UV light system down at the Love’s wastewater treatment plant. This is the disinfection that they use
 - Installed new pump in the EQ basin at Love’s wastewater treatment plant
 - Replaced ionic mixer at the Love’s wastewater treatment plant
 - Installed GPS controllers in the fleet vehicles
 - Shop organization and moving of equipment, relocation of materials
 - Inventory updates weekly
- Operations items completed-
 - Routine water flushing

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- Daily – sewer plant at Loves, check chemicals in water systems, wells, tanks, sewer pump stations, customer service, etc.
- VDH has been here and is coming this week for routine inspections that they do every year
- Office items completed-
 - Daily - customer service, deposits, review of payments, bills, invoices, scan checks, balance bank statements, close-outs, etc.
Monthly - meter reading (office staff and field staff), print bills, print late-bills, prepare cut-off list, close-out, balance bank statements, etc.
 - Continue Rate Study (categorizing customers and producing possible alternatives)

Mrs. Montgomery – Any questions?

Mr. Meredith – Not about those but just for information it was in our board packet. Just so everyone knows about the agreement with the DOT in Virginia and North Carolina that on November 10th the obligation was met the 10 years have elapsed and we can get as much water as we need through that system now if we want to expand on that end of the County.

Mrs. Montgomery – Yes, we were limited to 10,000 gallons per day up until November 10th but now that thanks for pointing it out.

Mr. Meredith – So we're not limited now if we need to expand in that area we can purchase the water.

Mrs. Montgomery – Yes, we can.

Mr. Meredith – And we have a new rate in place with the city on that system as well, is that correct?

Mrs. Montgomery – Yes, we have a much better rate.

Dr. Littrell – Do we have an idea of the cost for just a transmission line between Exit 1 into the Mount Airy area.

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Mrs. Montgomery – It's in the preliminary engineering report for Cana and I can get that to you but there were several different alternatives.

Dr. Littrell – But that would be less expensive coming from Mount Airy or across Surry County wouldn't it?

Mrs. Montgomery – There are a lot of difficulties coming from North Carolina, running the line in North Carolina and then which way you go depends on how many pump stations you need and then we would never have the possibility of picking up customers in North Carolina. You just have to look at the positives and the negatives.

Dr. Littrell- That would probably be a county expense if it came to fruition would it not?

Mrs. Montgomery – We did not get the number of users to sign up for any of those lines. Thank you.

OLD BUSINESS

Dr. Littrell - We still have the Hillsville Fire Department problem. Has that been taken care of?

Mr. Jessup – No. I can't get them to move the gas tank. Whenever Clark comes to move the gas tank we'll be ready to go.

Dr. Littrell – Well let's keep it in old business until they get it.

Mr. Jessup – That'll be fine.

AUTHORITY MEMBER'S TIME

Mrs. Dalton – The only thing I have is I'm glad everybody got through the snow okay and I wish you all a Merry Christmas and I do want to thank staff for working hard during all of this.

Mr. Jessup – Y'all put GPS devices on the trucks so who looks after it? You got a screen or how does it work?

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Mrs. Montgomery – There's a website that it links to where we can keep up with it and it sends daily reports.

Mr. Jessup – Okay that's all I got.

Mr. McCraw – I'd like to apologize for all the citizens of Cana and it seemed to be a concern they thought we was out of water. We had the water it was in a busted pipe you know. So, it wasn't the fact we didn't have water we just couldn't get it to them. Washed out the road pretty good. Some have grilled me over the fact we could have gotten it from Mount Airy and we wouldn't have this problem. If we got it from Mount Airy or we got it from Hillsville or New York if there's a busted pipe same problem. So, I've had a concern about the condition of the pipes and still have a concern. We've had two water lines one in November and one in December one 8-inch one 10-inch goes what else we got in the ground. What problems are we facing? We got some that are wanting to expand. A lot of questions that I have. But I do want to apologize I know it's hard to do without water. One great thing is having water when power is off.

Mr. Winesett – I'd like to wish everyone a Merry Christmas and I think we're making some progress. I hope we can go forward and correct some things. Make improvements as we can. It's probably the best path for us that I can think as I see it but other than that Merry Christmas to everyone.

Mr. Meredith – I'd like to start off by thanking Jessica, Dana, and all the staff of course and want to wish everyone a Merry Christmas and as Phillip said we do have some aging structures in the County. Some of the systems have been in place over 25 years. I think the Cana system in the mid to late 90's. It's just hard to predict where you're going to have problems. Winter time seems the worse with the freeze and the thaw. It's not when it freezes it's actually when it thaws out. Not that we've had a deep freeze but I'm sure we'll see some more. Not trying to be pessimistic just being realistic. I do think we have staff in place to address the needs as it comes up. For such a big leak, we lost about 50 ft in the tank in Cana in a very short amount time and it was back up within 18 hours or so and it's not terrible. We'd like to do better but that was pretty significant, but I do think most citizens are appreciative of the water system. When the power is out they do have water. As I mentioned earlier I am glad we have a system in place in North Carolina with Mount Airy now that we can get water. More water than the 10,000 gallons we were limited to and hopefully things will develop we'll get some more development in, more customers in, to offset the costs taken on to get those systems in place. Other than that, want to thank you for being the Chairman again this year.

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Dr. Littrell – Well, I'll get on the bandwagon and wish everybody a Merry Christmas also. And thank staff and everyone who helped get this solved and fixed up for everybody. I do want to make mention of our next meeting in January. It's going to be a little different. The PSA meeting will start at 2:30 p.m. instead of at 3:00 p.m. on January the 14th and we'll have an organizational meeting at the very beginning of that meeting. Then we will meet for about half an hour or so whatever we need and then assuming that the Board of Supervisors approves it at our next meeting today there will be a joint work session between the PSA and the BOS at 3:00 p.m. here in the room. If they don't approve it we'll have to make some changes. So, unless there's any other business that needs to come before the PSA I'll declare the meeting adjourned.

(ORDER)

ADJOURNMENT

Upon a motion by Mr. Meredith, seconded by Mrs. Dalton and duly carried the Authority does hereby adjourn at 3:17 p.m. until the next regularly scheduled meeting on January 14 ,2019 at 2:30 p. m. in the Carroll County Governmental Center Board of Supervisors Meeting Room.

Dr. Thomas Littrell, Chairman

Jessica Montgomery, Executive Director

Dana Phillips, Sec./Treasurer