

**MEETING MINUTES  
CARROLL COUNTY PUBLIC SERVICE AUTHORITY  
JUNE 12, 2017  
CARROLL COUNTY GOVERNMENTAL CENTER  
BOARD MEETING ROOM  
HILLSVILLE, VA 24343**

**CALL TO ORDER**

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday, June 12, 2017 at 3:02 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included William Payne, Chairman, Vice Chairman, Keith Meredith, Jeanette Dalton, James Light, and Thomas Littrell. Doug Winesett was absent. Also present was Executive Director and PSA Engineer, Jessica Montgomery and Dana Phillips, Secretary/Treasurer of the Authority.

**CITIZEN'S TIME**

No speaker

**(ORDER)**

**APPROVAL OF CONSENT AGENDA**

Upon a motion by Mr. Meredith, seconded by Mrs. Dalton and duly carried the Authority does hereby approve the consent agenda, section A, B and C. The May 9, 2017 minutes were also approved, they are on file in the PSA office. The claims are also on file in the PSA office. They are as follows:

**Claims:**

Check # 22069-22070	\$ 10,297.71	Claims
Check# 22071-22078	\$ 549.68	Draft refund
Check# 22079	\$ 28.00	Draft refund
Check# 22080-22086	\$ 4,029.56	Claims
Check# 22087	\$ 500.00	BRCEDA easement
Check# 22088-22137	\$164,155.69	Claims
Check# 22138	\$ 36.00	Draft refund

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**Transfer for claims**

CCPSA to Operating for end of May Claims \$10,297.71  
CCPSA to Operating for additional end of May Claims \$4,029.56  
CCPSA to Operating for June Claims \$164,155.69

**Transfer for Reserve**

CCPSA to Debt Reserve \$8,364.70

**(ORDER)**

**ADOPT THE BUDGET FOR 2017/2018**

Upon a motion by Mr. Meredith, seconded by Mrs. Dalton and duly carried the Authority does hereby approve to adopt the budget for 2017/2018 as present. (A copy of budget attached to the minutes.)

**(ORDER)**

Upon a motion by Mr. Meredith, seconded by Mrs. Dalton and duly carried the Authority does hereby approve to award the Lynnhaven Tank Site contact to the contractor approved by the Virginia Health Department providing that contractor's bid is within the project budget.

**Project Up-Dates**

**Cliffview Water – Construction Phase**

Construction of the Change Order for the Gambetta Road Extension has not yet begun. The work as originally designed required one road bore and easement. PSA staff attempted multiple times to secure the easement, but the property is in an estate and the easement was

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unable to be secured. As a follow up, a request was made to VDOT to allow an open-cut road crossing so that the easement could be eliminated. VDOT has agreed to allow the open-cut, so it is anticipated that USDA-RD will now approve the Change Order and construction can begin soon.

**Lynnhaven Tank PRV – Bidding Phase**

The project was advertised and bids were received at 2:00 pm on June 6<sup>th</sup>. A total of four bids were received. The bid materials will be submitted to the funding agency (VA Department of Health) for their review and approval. Upon approval and authorization from VDH, the Notice of Award and Construction Contract could be issued.

**Cana/Meadowbrook Water – Planning Phase**

The City of Mount Airy has been contacted about possible bulk water purchase rate negotiations. If an agreeable bulk purchase rate can be negotiated, the project PER and Environmental Report will need to be updated and submitted to USDA-RD (or other agencies) for funding consideration. If an agreeable bulk water purchase rate cannot be negotiated, then other water supply sources will need to be pursued. Continuing to work on these items.

**FUNDING APPLICATIONS**

**Coulson Church Road/Ridge Road** – The funding agency (VDH) has approved the CCPSA's request to allow a portion of the Ridge Road extension (portion with less than 50% participation) to be deleted from the project and to also add an extension along Pine Grove Road (where citizens requested water). The project is now ready for the CCPSA to proceed with project design and permitting.

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

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Dr. Littrell- The water purchase negotiation with Mt. Airy, if we should get that it would mean running a line from Mt. Airy through Surry County to get water.

Ms. Montgomery- We would still be looking at that option.

Dr. Littrell- That is the only way to get the water from Mt. Airy?

Ms. Montgomery - Yes, since we did not have enough interest in the other two options in Carroll County, Brushy Fork or Flower Gap. Unless, something changes there, that would be the alternative. First, we need to get that rate set.

Dr. Littrell- That has nothing to do with Exit 1 water.

Ms. Montgomery- If we got the rate lower it would affect that as well.

Mr. Light -Has anyone in Cana every hit one of these gusher wells? Like a 100 gallon a minute job.

Ms. Montgomery- Not that I know of. I have spoken with Greg Gibson with the Health Department before he left. He did not know of any. There are not too many Class 2-B wells.

Mr. Meredith- The agreement on Exit 1 is it a long term agreement with the City or are we just paying out of town rate?

Ms. Montgomery- It is an agreement that was required when we did that project. It has the language in the agreement that the rate can be negotiated.

Mr. Meredith- The City has surplus water now since we have some dialog going maybe we could includ Exit 1.

Ms. Montgomery- When we did talked about it, I included the number from Exit 1. Now that we have the well there, if do not have to use City of Mt. Airy water, we do not use any.



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Mr. Payne- How much water do we use from Mt. Airy?

Ms. Montgomery- We use about 15 a day on the peak days.

Dr. Littrell- The maximum we can get from Mt. Airy.

Ms. Montgomery- 10 maximum, some days we use nothing.

Mr. Payne- The rate we pay now for the Exit 1 is out of town rate, there is no way we could pay that for the other project.

Ms. Montgomery- No

Mr. Light-If we get the other we need to make it one deal.

Ms. Montgomery- They are open to discussion. I believe we will get good feedback from them.

**AUTHORITY MEMBERS TIME**

Mr. Light- Nothing

Mrs. Dalton-Nothing

Mr. Meredith- Appreciate your leadership.

Dr. Littrell- Nothing

Mr. Payne- I appreciate the support and appreciate staff for all they do.

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**(ORDER)**

**ADJOURNMENT**

Upon a motion by Dr. Littrell and seconded by Mr. Light and duly carried the Authority does hereby adjourn at 3:14 p.m. until the next regularly scheduled meeting on July 10, 2017 at 3:00 p.m. in the Carroll County Governmental Center Board of Supervisor's meeting room.

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William Payne, Chairman

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Jessica Montgomery, Executive Director

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Dana Phillips, Sec./Treasurer