

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
OCTOBER 16, 2017
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, October 16, 2017 at 3:05 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Chairman-William Payne, James Light, Thomas Littrell and Doug Winesett. Also present was Executive Director and PSA Engineer, Jessica Montgomery and Dana Phillips, Assistant Director and Secretary/Treasurer of the Authority. Jeanette Dalton, Vice Chairman, and Keith Meredith were absent.

CITIZENS TIME

No speaker

(ORDER)

APPROVAL OF CONSENT AGENDA

Upon a motion by, Dr. Littrell, seconded by Mr. Winesett and duly carried the Authority does hereby approve the consent agenda, sections A, B and C. The September 11, 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:

(ORDER)

Upon a motion by, Dr. Littrell, seconded by Mr. Winesett and duly carried the Authority does hereby approve for the PSA to surplus the 1989 Ford C800 Dump Truck.

Claims:

Check #	22282	\$500.00
Check #	22283-22290	\$8,408.98
Check #	22291-22317	\$95,374.33
Check #	22318-22324	\$93,933.79

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Transfer for Claims

CCPSA to Operating for end of September Claims \$8,408.98

CCPSA to Operating for October 6, 2017 Claims \$95,374.33

CCPSA to Operating for October 16, 2017 Claims \$93,933.79.

Transfer for Debt Reserves

CCPSA to Debt Reserve \$8,918.62

PROJECT UPDATES

Cliffview Water — Post Construction Phase

Construction of the Gambetta Change Order has been completed. Contractor is conducting testing. Working on final closeout and residents have started using the system.

Lynnhaven Tank PRV — Construction Phase

Notice to Proceed has been issued. Contractor is submitting shop drawings and has ordered materials. Construction has not started.

Canal Meadowbrook Water — Planning Phase

No engineering activity this month. Working with City of Mount Airy on water rate agreement. PSA applied for construction funds from the MRPDC.

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Funding Applications

Coulson Church Road/Ridge Road — Next step will be for the PSA to procure/authorize engineering design and environmental review. PSA applied for additional construction funds from the MRPDC.

OLD BUSINESS

The RFP for Engineering is due October 25, 2017 at 2:00 PM.

RPF Engineering As-Needed

(ORDER)

Upon a motion by Mr. Payne and seconded by Mr. Winesett and duly carried the Authority does hereby appoint Keith Meredith and members of the staff for the review and selection of the RFPs for Engineering As-Needed.

NEW BUSINESS

None at this time.

AUTHORITY MEMBERS TIME

Dr. Littrell: I hope Jeanette improves quickly and gets back with us. I know that having rehab and all is disconcerting for her, I wish her the best.

Mr. Winsette: Nothing at this time except ,I am glad that Gambetta Road is done, this is a good addition to Cliffview.

Mr. Light: Nothing at this time.

Mr. Payne: Our meeting next month will be on Tuesday, November 14th.

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ADJOURNMENT

Upon a motion by Dr. Littrell and seconded by Mr. Winesett and duly carried the Authority does hereby adjourn at 3:16p.m. until the next regularly scheduled meeting on November 14, 2017 at 3:00p.m. in the Carroll County Governmental Center Board of Supervisors Meeting Room.

William Payne, Chairman

Jessica Montgomery, Executive Director

Dana Phillips, Sec./Treasurer