

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA**

CALLED TO ORDER

The Carroll County Public Service Authority held their regularly scheduled meeting on Monday, January 9, 2017 2:30 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Thomas Littrell, Chairman, William Payne, Vice Chairman, Keith Meredith, James Light, 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 was absent.

(ORDER)

ELECTION OF CHAIRMAN, VICE CHAIRMAN AND SECRETARY/ TREASURER FOR THE PSA FOR 2017

Mrs. Montgomery opened the floor for nominations for Chairman.

Dr. Littrell nominated Mr. Payne.

There being no other nomination, Mrs. Montgomery called the vote on Mr. Payne as Chairman. The vote was as follows:

Mr. Light - Yes	Dr. Littrell - Yes
Mrs. Dalton - Absent	Mr. Payne - Abstained
Mr. Meredith - Yes	Mr. Winesett - Yes

(ORDER)

Mrs. Montgomery opened the floor for nominations for Vice Chairman.

Dr. Littrell nominated Keith Meredith

There being no other nomination, Mrs. Montgomery called the vote on Mr. Meredith as Vice Chairman. The vote was as follows:

Mr. Light - Yes	Dr. Littrell - Yes
Mrs. Dalton - Absent	Mr. Payne - Yes
Mr. Meredith - Abstained	Mr. Winesett- Yes

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 2**

(ORDER)

Mrs. Montgomery opened the floor for nominations for Secretary/ Treasurer for the PSA.

Dr. Littrell nominated Dana Phillips

There being no other nomination, Mrs. Montgomery called the vote on Mrs. Philips for Secretary/Treasurer of the PSA. The vote was as follows:

Mr. Light - Yes	Dr. Littrell - Yes
Mrs. Dalton - Absent	Mr. Payne - Yes
Mr. Meredith - Yes	Mr. Winesett - Yes

(ORDER)

Upon a motion by Mr. Meredith, seconded by Mr. Winesett, and duly carried, the Authority does hereby keep the current meeting schedule the second Monday of each month at 3:00 pm.

CITIZEN'S TIME

No speakers

(ORDER)

APPROVAL OF CONSENT AGENDA

Upon a motion by, Mr. Meredith seconded by Dr. Littrell and duly carried the Authority does hereby approve the consent agenda, sections A, B and C. The December 12, 2016 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 # 21817-21820	\$5,582.63
Check # 21821	\$320.00
Check # 21822-21857	\$113,098.95

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 3**

Transfer for Claims

CCPSA to Operating end of December Claims	\$22,567.96
CCPSA to Operating for January Claims	\$113,098.95

Transfer for Debt Reserves

CCPSA to Debt Reserve	\$9,740.90
-----------------------	------------

(ORDER)

ADPOT BOND RESOLUTION

Upon a motion by Mr. Meredith, seconded by Dr. Littrell and duly carried the Authority does hereby approve the Resolution Authorizing the Issuance, Sale and Award of an up to \$3,000,000 Carroll County Public Service Authority Water and Wastewater Revenue refinancing Bond, Series 2017.

OLD BUSINESS

Nothing at this time.

PROJECT UP DATES

Cliffview Water – Construction Phase

All construction has been completed and the Contractor (CW Cauley & Son) has been working on final cleanup and punch list items to move to project closeout. There are some contingency funds remaining in the project budget and PSA has been in discussions with USDA-RD requesting authorization for use of those funds. RD has indicated that they are receptive to possibly allowing the water line to be extended along Gambetta Road. There are estimated to be enough funds for an extension of approximately 0.6 miles +/- in length. RD has indicated that there needs to be at least five signups for the line before they will consider authorizing the extension. PSA staff has been soliciting User Agreements from the potential extension area.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 4**

Lynnhaven Tank PRV – Design Phase

Continuing to work toward authorization to bid.

Cana/Meadowbrook Water – Planning Phase

PER updates presented to the PSA for consideration. PSA staff is trying to schedule a meeting with City of Mount Airy to discuss one of the potential water alternatives, which could involve an extension of the City's water system along the Route 52 corridor. Update to the PER will need to be submitted to RD for consideration.

FUNDING APPLICATIONS

Sylvatus/Route 100 Water – The PSA staff continues to explore possibilities to fund this extension.

Coulson Church Road/Ridge Road – MRPDC awarded the PSA a \$20K Planning Grant to be used toward project design. PSA has been working to secure User Agreements. Once the majority of User Agreements are obtained, PSA should initiate the environmental review process, project design, and permitting.

Debt Refinancing – PSA staff has been in discussions with VRA representatives to move toward refinancing of those existing loans which would result in cost savings. For those loans which cannot be cost-effectively refinanced through VRA, PSA staff is developing an RFP for possible refinancing through a commercial bank.

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

NEW BUSINESS

The meeting with Mount Airy is in the process of being scheduled.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 5**

AUTHORITY MEMBER'S TIME

Mr. Light: I would like to congratulate William. I look forward to working with you.

Mr. Winesett: Nothing at this time. You will do fine William.

Mr. Meredith: I look forward to working with you again this year, and the others as well. We have some positives we had some last year, Cliffview going on line. Hopefully we will get some good news and some funding for other projects. Mount Airy is very interested in talking with Carroll County, they have an underutilized water treatment plant as well. So hopefully we can get some good news early on this year.

Dr. Littrell: I appreciate everyone's work for the last couple years as your Chairman. The torch has been passed, I am very confident in this Vice Chair who had training for the last couple years; thank you Keith who started as the new Vice Chair and thanks staff for all you did. I think 2016 was a good year with Cliffview. That was one of the most pleasant meetings, when we had the water turn-on meeting. Those folks were happy to get water after such a drought with bad water or no water at all. I look forward to a great 2017.

Mr. Payne: I will echo what Tom said. We had some good productive meetings. I hope that in 2017 we will see it continue on, especially with the Meadowbrook water project. I know it is in the making but it will be some time down the road before those people do have water. I want to thank all of you for your vote and support as Chairman. I'll do the best I can.

**MEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2017
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA
PAGE 6**

(ORDER)

ADJOURNMENT

Upon a motion by Mr. Meredith, seconded by Mr. Winesett and duly carried the Authority does hereby adjourn at 2:48 p.m. until the next regularly scheduled meeting on February 13, 2017 at 3:00 p.m. in the Carroll County Governmental Center Board of Supervisors Meeting Room.

William Payne, Chairman

Jessica Montgomery, Executive Director

Dana Phillips, Sec./Treasurer