

**MEEETING MINUTES**  
**CARROLL COUNTY PUBLIC SERVICE AUTHORITY**  
**MARCH 14, 2023**  
**CARROLL COUNTY GOVERNMENTAL CENTER**  
**BOARD MEETING ROOM**  
**HILLSVILLE, VA**

**CALL TO ORDER**

The Carroll County Public Service Authority held their regular meeting on Tuesday, March 14, 2023, at 5:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Joey Dickson, Chairman, Robbie McCraw, Vice Chairman, Mr. Tracy Moore, Mr. Jessup, Rex Hill, Ronnie Collins, Michael Watson, Executive Director and Dana Phillips, Secretary/Treasurer.

**CITIZEN'S TIME**

Ryan Shelton- Stated he has a driveway issue from when the project came through in the 2017 at 1858 Gambetta Road and asked that it be repaired. Customer said his driveway wasn't replaced correctly and that the pavement wasn't replaced in the mailbox area and his pull off spot and is no longer usable. He stated he came to the PSA in 2017 and the contractor came back out and stated he would bring a load of asphalt by and that never happened. He then contacted the PSA, and they stated the case was closed.

Mr. Moore- Made a recommendation to take it under advisement until it can be further looked at were it is serval years since it happened. He also asked that staff come back with their recommendation at the next meeting.

Oliver McBride- Requested a free meter to be set at 441 Coon Ridge Road at the next Fuller Center for Housing location.

**(ORDER)**

**DONATION METER AT 441 COON RIDGE ROAD**

Upon a motion by Mr. Moore, seconded by Mr. Hill and duly carried by the Authority does hereby approve the free meter requested by Dr. McBride at 441 Coon Ridge Road.

**(ORDER)**

**CONSENT AGENDA**

Upon a motion by Mr. Moore, seconded by Mr. McCraw and duly carried by the Authority does hereby approve the consent agenda, sections A, B & C.

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**CLAIMS**

Transfer of claims for January 18, 2023, check # 25960-25967 \$64,052.28.  
Transfer of claims for January 31, 2023, check # 25968-25969 \$12,464.49.  
Transfer of claims for February 13, 2023, check # 25970-26014 \$122,010.07.  
Transfer of claims for February 27, 2023, check # 26015-26021 \$23,150.74.  
Transfer of claims for February 28, 2023, check # 26025-26026 \$6,719.31.  
Transfer of claims for March 14, 2023, check #26033-26062 \$210,445.17.

**TRANSFER FOR CLAIMS**

Transfer for claims from CCPSA to Operating  
Transfer for claims for January 18, 2023, \$64,052.28  
Transfer for claims for January 31, 2023, \$12,464.49  
Transfer for claims for February 13, 2023, \$122,010.07

**TRANSFER FOR CLAIMS**

Transfer for claims for March 14, 2023, \$210,445.17  
Transfer for claims for February 28, 2023, \$23,150.74

**TRANSFER TO DEBT RESERVE**

Transfer for Airport Rd Payment \$85,000.00

**TRANSFER FOR CLAIMS FROM SHORT LIVED ASSET**

Transfer for Truck January 20, 2023, \$33,000.00

**TRANSFER FOR CLAIMS FROM O & M**

Transfer for claims for February 13, 2023, \$68,000.00

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**NEW BUSINESS**

Mr. Watson- The committee for Exit 1, at the last meeting the board voted to for a committee. Would a member of the board like to serve on that committee?

**(ORDER)**

**MEMBER TO SERVE ON THE COMMITTEE FOR EXIT**

Upon a motion by Mr. McCraw to place Mr. Moore on the committee, seconded by Mr. Hill.

Voting as follows:

Mr. Collins- yes	Mr. Jessup- yes	Mr. McCraw- yes	Mr. Hill- yes
M. Dickson- yes	Mr. Moore- abstained		

**NEW BUSINESS CONTINUED**

Mr. Watson- The current connection fee is \$3,000 for water and \$3,000 for sewer. We still have several connections to be through the grant and any existing one we would still charge the \$3,000. Is there a desire to lower the connection fee? We did run a cost estimate on what the PSA without labor cost is \$1,000 for water and \$550 for a sewer hookup. Sewers are more labor intensive than setting a water meter. If the board does want to looking at approving a new rate, I would like to have the PSA charge the new rate moving forward.

Mr. McCraw- I think the rates need to be lowered.

**This discussion will be brought back up to speak more about and move forward with at the April 2023 meeting.**

Mr. Watson- The PSA has been having staff go out and give reports and repair fire hydrants. There was a list presented to the board of hydrants that needs repairing and ones that are in working conditions. We are working with IT department to update our GIS so we can go out and do the type of work needed and track it. As of now the guys are going out filling out a form and they are being entered into a book with an aerial photo. They should be marked with an out of service if they aren't in working condition and marked with a green tag if they are in working condition.

Mr. Jessup- Recommended bagging the hydrant in non-working condition rather than an out of service tag.

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**NEW BUSINESS**

Mr. Watson- The PSA is the process of working with an engineering firm to put together and application to do the inventory of lead and copper. The lead and copper has the rule that in 2025 we have to have an inventory then we can start the process of looking at replacing lines. There is money out there for the inventory and money to do the repair of lines. The PSA is applying for a grant that pays for the research. The PSA is looking for line prior to 1985.

**PROJECT UPDATES**

**EXIT 1**

Mr. Watson- Regional Waste Water Project: The PSA had a phone call meeting with a funding agency on January 31, 2023. That is the first step in the process. We are waiting on NCDOT and VDOT to determine who is going to be the financial agent for it.

**EXIT 1 DEQ**

Mr. Watson- We meet with DEQ on March 13, 2023 and the PSA has received the draft consent order. The draft was sent and then DEQ held an in-person meeting in Abington and went over the consent order (it gives dates, times, tell what the amount of the fine and things that need to be completed). The PSA will get together with the engineer and then get a response and ask for a decrease in the fine and the time frames.

Mr. Collins- How much is the fine currently?

Mr. Watson- \$45,000 The Search Grant we are still in the same place. The SCADA, we did receive five RFP's and they have been sent out to the committees and hopefully have all the information in by March 17, 2023, then schedule an interview. Bids appeared to come in less for the amount we had budgeted for this in the ARPA redistributed funds. Hillsville Sewer: traffic plans have been approved. The Town of Hillsville is going to reach out for the crew to traffic control. Water/Sewer grants- The PSA is continuing to place the meters in the ground.

**(ORDER)**

**INCULDE THE THREE METERS APPLIED FOR WITH GRANT FUNDING**

Upon a motion by Mr. Moore, seconded by Mr. Hill and duly carries the Authority approves to set the three remaining grant application meters that applied for funding.

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**OLD BUSINESS**

None currently.

**AUTHORITY MEMEBERS TIME**

Mr. Jessup- Nothing currently, other than asking if the PSA was hiring any more employees.

Mr. Watson- We hired one new employee since the last meeting with a CDL learners permit to further and get his license.

Mr. Dickson– Look forward to reducing the connection fee.

Mr. McCraw– Pleased to see all the progress being made.

Mr. Hill- Nothing currently.

Mr. Collins– Nothing currently.

Mr. Moore- Asked the PSA to look at a project off route 100 to extend a water line and would like to look at dropping the rate fee. Will the left-over ARPA money return to the board or stay with the PSA?

Mr. Watson- It would return to the board.

**(ORDER)**

**ADJOURNMENT**

Upon a motion by Mr. McCraw, seconded by Mr. Hill and duly carries the Authority does hereby adjourn at 4:44 p.m. until their next regular scheduled meeting April 10, 2023 at 5:00 p.m.

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Joey Dickson – Chairman

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Mike Watson – Executive Director

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Dana Phillips – Sec/ Treasurer