

**MEEETING MINUTES
CARROLL COUNTY PUBLIC SERVICE AUTHORITY
JANUARY 9, 2023
CARROLL COUNTY GOVERNMENTAL CENTER
BOARD MEETING ROOM
HILLSVILLE, VA**

CALL TO ORDER

The Carroll County Public Service Authority held their regular meeting on Monday, January 9, 2023, at 4:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Joey Dickson, Tracy Moore, Garry Jessup, Rex Hill, Robbie McCraw, Ronnie Collins, Michael Watson, Executive Director and Dana Phillips, Secretary/Treasurer.

(ORDER)

ELECTION OF THE CHAIRMAN

Mr. Watson opened the nomination for the elections of the new Chairman for PSA 2023.

Mr. Jessup nominated Mr. Dickson.

Mr. Collins seconded Mr. Jessup

The vote was as follows:

Mr. Jessup- Yes

Mr. Collins- Yes

Mr. Hill- Yes

Mr. Dickson- Abstain

Mr. Moore- Yes

Mr. McCraw- Yes

ELECTION OF THE VICE CHAIRMAN

Mr. Hill nominated Mr. McCraw for Vice-Chairman for the PSA for 2023-2024.

Mr. Collins seconded Mr. Hill.

The vote was as follows:

Mr. Jessup- Yes

Mr. Moore- Yes

Mr. Hill- Yes

Mr. Dickson- Yes

Mr. Collins- Yes

Mr. McCraw- Abstain

ADOPT THE CODE OF ETHICS

The authority approves to adopt the code of ethics as presented.

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(ORDER)

SETTING MEETING TIME, DATE AND LOCATION

Upon motion by Mr. Moore, seconded by Mr. Hill and duly carried by the Authority does hereby approve to set the date and location of the same as now, which is every 2nd Monday of each month, but change the time to 5 p.m.

CITIZENS TIME

No one present to speak

(ORDER)

CONSENT AGENDA

Upon a motion by Mr. McCraw, seconded by Mr. Jessup, duly carried by the Authority does hereby approve the consent agenda, sections A, B & C. The December 12, 2022, minutes were also approved and are on file in the PSA office. The claims were as follows:

CLAIMS & TRANSFERS

Claims

Claims for December 14, 2022 CHECK # 25882 \$633.49

Claims for December 20, 2022 CHECK # 25883-25891 \$8,281.38

Claims for January 9, 2022 CHECK # 25892-25926 \$246,570.99

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Transfer for Claims

Transfer for December 20, 2022 \$8,281.38

Transfer for January 9, 2023 \$246,570.99

Transfer to Short Lived Asset

Transfer from CCPSA \$10,000.00

Transfer to O & M

Transfer from CCPSA \$10,000.00

NEW BUSINESS

Mr. Watson- Two individuals came to the PSA about getting meter set back where two meters were pulled for nonpayment. The fee at the time the meters where set was \$1,250.00. Which do these two individuals need to pay the meter rate now of \$3,000 or the \$1,250?

Mr. Dickson- Is a new property owner reaching out now?

Mr. Watson- Yes, it's new people at both locations.

Mr. Moore- The \$1,250, the \$3,000 is to occur the construction cost and the setter also, correct?

Mr. Watson- That was the thought. There needs to be a connection fee of some type attached. Everything is there but the meter itself.

Mr. McCraw- Feels the \$1,250 would be appropriate.

(ORDER)

CUSTOMER REQUEST TO RESET METER

Upon motion by Mr. Moore, seconded by Mr. McCraw and duly carried by the Authority does hereby approve the two meters to be set at a fee of \$1,250.00.

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PROJECT UPDATES

WASTEWATER PROJECT

Mr. Watson- The PSA is waiting on the other entities to decide on what they plan on doing. This project will be moving forward, there is not a timeline set yet.

Mr. Collins- Does the PSA know what the fees from DEQ are going to be from being out of compliance?

Mr. Watson- No, there hasn't been any contact from DEQ.

Mr. Collins- Said he spoke with DEQ. He said the area had a smell and he keeps receiving calls from the community. He said DEQ told him to expect the fine to be much higher this time and they couldn't quote what it would be. DEQ said they are aware the PSA is working on getting the issue fixed. DEQ also stated two years is not an option.

Mr. Watson- The PSA does have the grant approved to place a screen in that area and it's not an overnight fix.

WASTEWATER PROJECT

Mrs. Phillips- AEP is ready to upgrade the power and set the pole but the other two things will take a little longer, roughly looking at 6 months out.

Mr. McCraw- Would it help to pump it out every week instead of every two weeks?

Mrs. Phillips- Yes, we can try that.

PROJECT UPDATES

SCADA

Mr. Watson- We received the draft and send it back to add the bid documents and get that advertised in the next couple of weeks. Hopefully by the March meeting we can approve a company and move forward. Would a board member like to sit in on the interviews when they are conducted?

Mr. Moore agreed to sit in on the interview when they take place.

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(ORDER)

SCADA INTERVIEWS

Upon motion by Mr. McCraw, seconded by Mr. Jessup and duly carried the Authority hereby approves to have Mr. Moore sitting in on the bid interviews for the SCADA software.

HILLSVILLE SEWER

Mr. Watson- Currently one leak was located and repaired with a cap for pressurizing. Also, a leak was found on the limited access side of the sewer and we are working with getting our permits to repair that leak. A draft agreement has been communicated with Hillsville on that.

Water Sewer Grants

Mr. Watson- The grants have been filled up and all the funds have been used. There was three that still needed funding and we currently do not have the funds to get them approved. So, the EDA or the Board of Supervisors will have to increase the funds.

OLD BUSINESS

None currently

AUTHORITY MEMBERS TIME

Mr. Jessup- Requested to go into closed meeting.

(ORDER)

CLOSED MEETING PURSUANT TO VIRGINIA CODE SECTIONS 2.2-3711

Mr. McCraw made a motion to enter Closed Meeting. Mr. Hill seconded. The time was 4:44 p.m. under Section 2.2-3711-A1.

A1 Personnel, discussing performance of specific public employees.

The vote as follows:

Mr. Jessup- Yes

Mr. Moore- Yes

Mr. Dickson- Yes

Mr. Collins- Yes

Mr. Hill- Yes

Mr. McCraw- Yes

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COME OUT OF CLOSED MEETING

Mr. McCraw made a motion to come out of Closed Meeting. Mr. Dickson seconded the motion, the time was 5:04 p.m.

The vote as follows:

Mr. Jessup- Yes

Mr. Moore- Yes

Mr. Dickson- Yes

Mr. Collins- Yes

Mr. Hill- Yes

Mr. McCraw- Yes

WHEREAS, Section 2.2-3711(D) of the Code of Virginia requires a certification by the Authority that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Carroll County Public Service Authority hereby certifies that, to the best of Each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the Closed Meeting to which this certification applies, and (11) only such business matters identified in the motion by which the Closed Meeting was convened were heard, discussed, or considered in the meeting to which this certification applies.

The certification was as follows:

Mr. Jessup-Yes

Mr. Hill- Yes

Mr. Collins – Yes

Mr. Dickson-Yes

Mr. McCraw- Yes

Mr. Moore- Yes

AUTHORITY MEMBERS TIME CONTINUED

Mr. Collins- Wants to form a committee for Exit 1 pump station to find a solution.

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(ORDER)

COMMITTEE REQUEST FOR EXIT 1

Upon motion by Mr. Collins, seconded by Mr. Moore and duly carried by the Authority does hereby approve the Exit 1 sewer to form a committee.

The vote as follows:

Mr. Jessup- Yes

Mr. Moore- Yes

Mr. Dickson- Yes

Mr. Collins- Yes

Mr. Hill- Yes

Mr. McCraw- Yes

AUTHORITY MEMBERS TIME CONTINUED

Mr. Hill- Would like to see the fire hydrants looked at more closely.

Mr. McCraw- Appreciates all the effort from the staff during the Christmas holiday to get everything running again.

Mr. Moore- Thanked the staff for working in the cold weather.

Mr. Dickson- Thanked the staff and the workers for working in the cold weather.

(ORDER)

Adjournment

Upon a motion made by Mr. Moore, seconded by Mr. McCraw and duly carried by the authority does hereby adjourn at 5:08 p.m. until the next scheduled meeting on Monday, February 13, 2023 at 5:00 p.m.

Joey Dickson – Chairman

Mike Watson – Executive Director

Dana Phillips – Sec/Treasurer