**MEETING MINUTES**

**CARROLL COUNTY PUBLIC SERVICE AUTHORITY**

**MARCH 8, 2021**

**CARROLL COUNTY GOVERNMENTAL CENTER**

**BOARD MEETING ROOM**

**HILLSVILLE, VA**

**CALL TO ORDER**

The Carroll County Public Service Authority held their regular meeting on Monday, March 8, 2021 at 3:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Robbie McCraw, Chairman, Dr. Thomas Littrell, Phillip McCraw, Rex Hill and Garry Jessup. Also present were: Executive Director Michael Watson, Assistant Director, Secretary/Treasurer Dana Phillips. Vice Chairman Tracy Moore was absent.

**CITIZEN TIME**

No one present

**(ORDER)**

**APPROVAL OF CONSENT AGENDA**

Upon a motion by Mr. Jessup, seconded by Mr. Phillip McCraw and duly carried the Authority does hereby approve the Consent Agenda: Sections A, B & C. The February 8, 2021 minutes were also approved and are on file in the PSA office. The claims were as follows:

**Claims:**

Check: 24530 February 25, 2021 in amount of $13,699.26

Checks: 24531-24570 March 8, 2021 in amount of $120,454.53

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**PAGE 2**

**NEW BUSINESS**

Mrs. Phillips and Mr. Jessup started with Mr. Strauss what the findings were from Bowman/Griffin and that the lots near the road would require booster pumps to have enough pressure. The main thing being that all lots have enough pressure to make all residents that purchase lots to be happy. All lots will not be going on market at same time.

Mr. Watson: Are you doing individual meters?

Mr. Jessup: There is going to be two fire hydrants correct?

Mr. Robbie McCraw: Understanding that you are installing the system and when complete it will be turned over to the PSA?

Mr. Strauss: Yes, individual meter, and two fire hydrants. The main question is there going to be a 2-inch tap or a 6-inch tap? There is a major difference in the cost of these two options.

Mr. Robbie McCraw: We will try to have you an answer by next board meeting. The line will have to be 6-inch for the PSA to take over, by our standards.

Mr. Strauss: I don’t have to have an answer today, but please look at it and let me know how many rights-of-way that you will require. We are still looking at any specifications for these lots.

**GENERAL UPDATES**

Ms. Phillips: had a leak at Training Center/Carrollwood that was over night. We appreciate them working to get that fixed. We also had our DEQ inspection last week, everything is up and running and seems to be doing good.

Mr. Robbie McCraw: was the water leak marked or not?

Ms. Phillips: guess it is who you talk to.

Mr. Jessup: who was boring, the Gas Company?

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**PAGE 3**

Ms. Phillips: Yes, they had potholed at some spots, but not where they were boring.

Mr. Robbie McCraw: When we are doing marking, do we have equipment to do that with. Is he looking at the GIS map? Has there been any missed marks?

Mr. Watson: I have some pictures and we will be making updates to GIS when mistakes are found.

Mrs. Phillips: We are working with Brandon updating the GIS, which is now installed on all computers in office.

Mrs. Phillips: All radio reads have been stalled total of 1208. Core & Main is here today doing a trial read. We have had to do work on some meters, with dials and replacement. We do have some at the Interstate the older and bigger meters that we will be replacing as we have time.

Mr. Rex Hill: What about that being an asbestos line? How do we find out?

Mr. Jessup: May have to must dig it up to see.

Ms. Phillips: I will check and see if we can find the plans and who put that in?

**OLD BUSINESS**

**REFINANCING**

Mr. Watson: Email received that they are out to bid on RFP due the middle of this month. So, it will be end of month or next month before we hear anything.

**UTILITY GRANT**

Mr. Watson: The utility grant was to help customers that were past due. All funds have been awarded. There was $9,276.00.

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**PAGE 4**

Mr. Jessup: So, we used all that money?

Mr. Watson: Yes.

**WYTHE COUNTY**

Mr. Watson: I have drafted a letter to send to them, my understanding is about a year ago there was a discussing of the additional cost in that area. I am trying to get a worksheet from them.

**INVENTORY LIST OF SUPPLIES**

Mr. Watson: I have been riding and looking for somewhere that we can get all the equipment and supplies in one area. I can see the conflict with having everything spread out it is hard to keep up with inventory.

AUTHORITY MEMBERS TIME

Mr. Jessup: I don’t have anything.

Mr. Phillip McCraw: I don’t have anything either.

Mr. Hill: Nothing

Dr. Littrell: I don’t have anything.

Mr. Robbie McCraw: The two vehicles that we have surplus, do we need to approve anything to get rid of them.

Ms. Phillips: They will be listed on Gov deals.

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**PAGE 5**

(ORDER)

**ADJOURNMENT**

Upon a motion by Mr. Jessup, seconded by Dr. Littrell and duly carried the Authority does hereby adjourn at 3:37 pm until their next regular scheduled meeting on April 8, 2021 at 3:00 p. m.

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Robbie McCraw Chairman Dana Phillips, Sec/Treasurer

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Mike Watson, Executive Director