**MEETING MINUTES**

**CARROLL COUNTY PUBLIC SERVICE AUTHORITY**

**NOVEMBER 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, November 8, 2021 at 3:00 p.m. in the Carroll County Governmental Center Board Meeting Room. Members present included: Rex Hill, Dr. Thomas Littrell, Phillip McCraw, Garry Jessup and Tracy Moore, Vice-Chairman. Also present were Michael Watson, Executive Director, Dana Phillips Assistant Director, Secretary/Treasurer. Robbie McCraw, Chairman, was absent.

\*Vice-Chairman Tracy Moore amended the addenda to include a Closed Meeting.

**Citizens Time**

Sammy Carpenter addressed the Authority on possible getting the water to his property on Sylvatus Hwy. Right now, the property is in the section of Rt. 100 that isn’t served. The Authority said that would research this and get back to him.

**(ORDER)**

**CONSENT AGENDA**

Upon a motion by Mr. Jessup, seconded by Dr. Littrell and duly carried the Authority does hereby approve the consent agenda, Sections A, B & C. The October 12, 2021 minutes are on file in the PSA office for review:

**Claims:**

Check # 24934 – 24954 Claims October 22, 2021 in the amount of $69,066.40

Check # 24957- Claim October 28, 2021 in the amount of $246.76

Check # 24958 – 24982 Claims November 8, 2021 in the amount of $114,889.45

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**Transfer for claims**

Transfer for claims October 22,2021 $69,066.40

Transfer for claims November 8, 2021 $114,889.45

**Transfer to Debt Reserve**

Transfer to Debt Reserve $6,776.50

Transfer to Debt Reserve $10,000.00

**NEW BUSINESS**

**Utility Grant**

Mr. Watson advised the Authority they should have a letter in packet stating that the PSA received $31,289.55 to help cover people who have past due bills over 60 from DCHD.

**Public Notice**

Mr. Watson, the PSA had testing that exceed the sodium levels on the Cana System. VA Health Department did not require notification to customers. Mount Rodgers Health District did ask that we notify customer that might have sodium restricted diets. These letters will be mailed. This well will be tested again, waiting to see results.

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**Regional Water**

Mr. Watson: We received word that we have 3 wells that need to be tested, for various reasons not able to test. Looks like we may can get 2 motors started to be able to test those, but one has been disconnected and may have to take offline. Just wanted to let you know and will keep you updated.

**PROJECT UPDATES**

Mr. Watson: Last meeting Mr. Jessup ask about hooking into Hillsville, from my understanding it is about 14,000 feet, does that sound about right? One question is this just for us to be able to supply Hillsville system.

Mr. Jessup: There is no reason that we couldn’t sell on that also because there is houses all along that road.

Mr. Watson: Ok, we will look at the cost on that. What we are waiting on Hillsville GIS to see what size line they have there. Right now, you are looking at $100 a lunar ft on 8 inch, meters, values and everything and $90 on a 6 inch. It would also depend on the number of customers. Right now, if Hillsville ever needs water, we have a connection to supply water to them.

**Blueberry Meters**

Mr. Watson: Received a quote on installing the meters on Blueberry, that might be something we would want to look at doing in house. Right now, the issue is that we just don’t have the manpower to do it. It would probably cost about $30,000 in just labor. Total would approximately $50,000.

Mr. Jessup: What do you think Dr. Littrell since it is in your area?

Dr. Littrell: Since we already have a motion, I say that we go ahead with it.

Mr. Hill: We could do an RFP.

Mr. Watson: If you all will table this till next meeting, I will have some numbers as of which way will be the most effective to do.

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**OLD BUSINESS**

**Exit #1**

Mr. Watson: They will be pulling the flow meter about the middle of the month and hopefully then we will have the information we need.

**Town of Hillsville**

We are waiting on the piece that we need on the 12th of the month. Once it is installed, we will be able to pressure test that line. Then we can work on a rate and feeding sewer.

**(ORDER)**

**CLOSED MEETING PURSUANT TO VIRGINIA CODE SECTIONS 2.2-3711 A 6 DISCUSSION AND CONSIDERATION OF PUBLIC FUNDS**

Upon a motion by Dr. Littrell, seconded by Mr. Phillip McCraw and duly carried the Authority does enter closed meeting at 3:41 pm.

**(ORDER)**

**OUT OF CLOSED MEETING**

Upon a motion by Mr. Hill, seconded by Mr. Jessup and duly carried the Authority does hereby come out of Closed Meeting at 3:50 p.m.

**(ORDER)**

**CERTIFICATION OF CLOSED MEETING**

Mr. Moore made a motion to certify Closed Meeting with the following Resolution:

**WHEREAS,** the Carroll County Public Service Authority convened a Closed Meeting this date pursuant to an affirmative recorded vote and on the motion to close the meeting in accordance with Virginia Freedom of Information Act;

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**WHEREAS,** Section 2.2-3711(D) of the Code of Virginia requires a certification by the Board of Supervisors 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 (II) only such business matters as were identified in the motion by which this Closed Meeting was convened were heard, discussed, or considered in the meeting to which this certification applies.

The certification was as follows:

Mr. Jessup-Certify Dr. Littrell-Certify Mr. Phillip McCraw-Certify

Mr. Moore-Certify Mr. Hill-Certify Mr. Robbie McCraw-absent

**AUTHORITY MEMBERS TIME**

Mr. Jessup: The hydrant at the Fire House, what did we find out there? More flow in building that at hydrant. Mr. Watson when the repair was done the line went under the creek. I apologize I thought the problem was on the outside of the building. We have more water on inside that outside. I will met someone down there to see what is going on.

Mr. Phillip McCraw: I don’t have anything, but thanks for the information and help. Also, to the PSA workers, doing a great job.

Mr. Hill: Same as Mr. McCraw.

Dr. Littrell: I have been here several years and it is always sad when someone ask for water and we can’t help getting them water. Hopefully with the new board they will be able to help.

Mr. Moore: I agree with Mr. McCraw and Dr. Littrell said and hope we will be able to help with the need of the citizens of Carroll.

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**(ORDER)**

**ADJOURNMENT**

Upon a motion by Dr. Littrell, seconded by Mr. Jessup and duly carried the Authority does hereby adjourn at 3:58 pm until their next regularly scheduled meeting on Monday, December 13, 2021 at 3:00 pm.

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Robbie McCraw-Chairman Mike Watson-Executive Director

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Dana Phillips-Sec. Treasurer