



**Pittsylvania  
County  
Service  
Authority**

405 R&L Smith Drive • Danville, Virginia 24540-9805  
P.O. Box 209 • Blairs, Virginia 24527  
Phone: 434-836-7135 • Fax: 434-836-7139  
Website: pcsa.co

---

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
PITTSYLVANIA COUNTY SERVICE AUTHORITY**

**January 16, 2017**

**1. CALL TO ORDER**

The regular meeting of the Pittsylvania County Service Authority was held at the PCSA Office, 405 R & L Smith Drive in Danville, Virginia and called to order at 7:30 P.M. by Coy Harville, Chairman with the following in attendance:

Members Present:

Coy Harville, Chairman	
Bobby G. Atkinson, Vice Chairman	Elton Blackstock
Lionel Reynolds, Jr.	Hershel Stone
Tim R. Barber	

Members Absent:

Willie Fitzgerald, Treasurer

Others Present:

Chris Adcock, Executive Director	Sharon Cassada, Finance Director
Ted Hodges, Legal Counsel	

Mr. Harville recognized visitors Matt Rowe, Pittsylvania County Director of Economic Development and Shawn Harden with Dewberry.

**2. APPROVAL OF AGENDA**

Mr. Atkinson moved to approve the agenda as issued. The motion was seconded by Mr. Stone, there was no discussion and the motion passed unanimously.

**3. APPROVAL OF PRIOR MEETING MINUTES**

Mr. Barber moved to approve the minutes of the December 19, 2016 regular meeting as presented. The motion was seconded by Mr. Reynolds, there was no discussion and it passed unanimously.

**4. CONSENT AGENDA**

Mr. Atkinson moved to accept the purchase of a Certificate of Deposit from the Bank of India in the amount of \$250,000 for a one year term at a yield of 1.20%. The motion was seconded by Mr. Blackstock and was unanimous in approval.

**Commissioners:**

Coy E. Harville • Bobby G. Atkinson • Willie T. Fitzgerald  
Hershel M. Stone • Elton W. Blackstock • Lionel L. Reynolds, Jr. • Tim R. Barber

**5. HEARING OF CITIZENS**

No citizens presented wishing to be heard.

**6. BILLS DUE AND PAID / FINANCIAL STATEMENT**

Mr. Adcock discussed a few of the non-regular expenditures for the month. There were two payments to the Town of Hurt, one being PCSA's share of the water tank maintenance and tank debt service which is paid quarterly and the other was our regular monthly water bill. We had to replace a pressure relief valve at our Dry Fork Road water pump station and that was the majority of a \$1,387 payment made to Ferguson Enterprises. Mr. Adcock reported that staff found an error in the City of Danville bill that helped to reduce our monthly payment to them.

Mr. Reynolds moved to accept the financial statement and pay the bills due. The motion was seconded by Mr. Barber. The motion passed unanimously.

**7. UNFINISHED BUSINESS**

- 1) RIDGE ROAD / MOUNT HERMON AREA SEWER REHAB: Plans and specifications have been completed for this project. Funds have been allocated and Mr. Adcock requested approval to bid the project. Mr. Stone moved to authorize the Ex. Director to proceed with bidding the project. The motion was seconded by Mr. Barber and passed unanimously.

**8. NEW BUSINESS**

- 1) CLOSED SESSION:

Mr. Blackstock moved that the Board convene in Closed Session pursuant to Section 2.2-3711(A) (5) of the Code of Virginia for "Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community". The motion was seconded by Mr. Barber, there was no discussion and the motion passed unanimously. The Board entered closed session at approximately 7:37 p.m. and reconvened in open session at approximately 8:36 p.m.

Certification of Closed Session:

Because the Board convened in a Closed Session today pursuant to an affirmative-recorded vote and in accordance with the Virginia Freedom of Information Act, and because the Code of Virginia Section 2.2-3712(D) requires that we certify that such a Closed Session was conducted in conformity with Virginia Law, the Board must certify by roll-call vote that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from the open meeting requirements under this chapter, and
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered in the meeting by the public body.

Board members voted as follows:

Mr. Harville – YES	Mr. Stone - YES
Mr. Atkinson – YES	Mr. Blackstock – YES
Mr. Barber – YES	Mr. Reynolds – YES
Mr. Fitzgerald – Absent	

2) MILEAGE REIMBURSEMENT RATE:

Mr. Atkinson moved to set the mileage reimbursement rate equal to the IRS standard rate for 2017. The standard rate for 2017 is 53.5 cents per mile. Mr. Blackstock seconded the motion, there was no discussion and the motion passed unanimously.

9. DIRECTOR'S REPORT

- Mr. Adcock reported the used water meters replaced in our recent meter upgrade project were sold through the GovDeals website for \$4,522.00.
- The large trailer was damaged in an accident and was determined to be a total loss by our insurance company. Mr. Adcock accepted the settlement of \$5,765.00 which allowed the PCSA to retain the salvage rights to the trailer. Mr. Adcock is looking to replace that trailer and trade in another trailer for something more manageable to haul the skid steer loader and ditch witch and will report back at the February meeting.

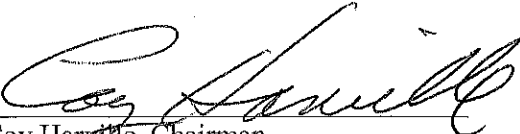
10. COMMUNICATION FROM COMMISSIONERS

Mr. Blackstock had no comments, Mr. Stone had no comments, Mr. Barber had no comments, Mr. Reynolds had no comments, Mr. Atkinson had no comments, Mr. Harville had no comments.

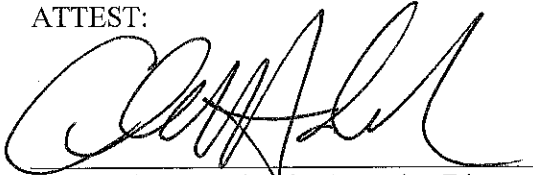
11. ADJOURNMENT

There being no further business, the meeting adjourned at 8:43 p.m.

APPROVED:

  
Coy Harville, Chairman

ATTEST:

  
Christopher D. Adcock, Executive Director