

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, August 10, 1998, at 9:00 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H. W. Huff, Jr., Chairman; J. Mack Baker; Carlos Morris; Winston Snead and Archa Vaughan, Jr. Staff members present included Assistant County Administrator, Peter Huber; County Engineer, Ronnie Coake; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

No citizen comments were heard.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports

An update was provided on current inmate availability. Mr. Vest noted a shortage of inmates for some days in the past month.

2. Balance Due Report

A current balance due report was reviewed by the Board of Directors.

3. Adjustments

It was moved by Mr. Morris, seconded by Mr. Vaughan and carried, that adjustments totaling \$4,544.59 be approved.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

4. Lien Report

An update on current liens was reported by Mr. Vest.

5. Collections Report

The Board reviewed the collection report, as prepared by Larry Vest, reporting the following pickups scheduled: 22 brush, 37 large items, 8 tires and 24 refrigerators.

6. Transworld Collections Write Off(\$39,392.27)

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved adjustments in the amount of \$39,392.27 for accounts turned over to Transworld Collections, subject to staff re-checking and confirming individuals cannot be located.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

b. Claytor Lake Sewer Service Update

Staff reported to the Board of Directors actions taken to eliminate the odor problems involving the new Claytor Lake sewer system. Staff advised a newsletter would be sent to residents explaining efforts made by staff to address the problem. In addition, another community meeting had been scheduled for Thursday, September 10, 1998 at 5:30 p.m.

The Board requested this matter be placed on the PSA agenda as updates occur.

c. Request for Sewer Service Extension to Orchard Hill and Surrounding Area

The Board reviewed with staff the calculations for the sewer service extension to Orchard Hill and surrounding areas. The estimated cost of sewer service was reported to be \$39.42 for an average monthly usage of 5,000 gallons, \$30.41 for the minimum monthly bill, and \$20.45 being the monthly non-user charge.

The Board instructed staff to proceed in notifying the affected residents of the above rates to determine the level of interest in extending the sewer to this area. Further, the Board requested this matter be placed on a future agenda once the level of interest was determined.

d. Dublin Highway Shop Sewer Line

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors ratified the following agreement with the Virginia Department of Transportation for sewer service to the Dublin Highway Shop and further authorized staff to execute the agreement:

THIS AGREEMENT, made and entered into this 3rd day of August, 1998, by and between the Pulaski County Public Service Authority herein referred to as "PPSA" and the Commonwealth of Virginia Department of Transportation herein referred to as "VDOT":

WITNESSETH:

WHEREAS, the PPSA is in the process of determining the feasibility of constructing sewer lines for collection of sewer by it from an area in Pulaski County, Virginia, extending generally along Virginia State Route 1030 to the Dublin Maintenance Headquarters; and

WHEREAS, VDOT desires to connect to the PPSA's sewer system; and

WHEREAS, connecting to the existing sewer system is dependent upon the construction of an additional sewer line along Route 1030.

NOW THEREFORE, in consideration of the benefits to be mutually derived, the VDOT and PPSA mutually agree to the following terms and conditions:

1. That the PPSA shall construct, own, operate and maintain a line, located along Route 1030, to the connection at sewer manhole "1A-9, as shown on Plan No. T-7567-01," "Sewer Extension to Serve VDOT Facility".

2. Such facilities shall comply with the Virginia Department of Health Water and Wastewater Regulations and any other State or Federal Regulatory Agency with jurisdiction over such facilities.
3. That upon completion of the sewer line extension, PPSA shall provide service to the VDOT Facility at a connection point beginning at Station 41-52.28 of the "Sewer Extension to Serve VDOT Facility", by Draper Aden and Associates, Plan Number T-7568-01, to Existing Manhole SMA-1-A1. VDOT shall endeavor to prevent any discharge into the PPSA sewer system from the VDOT Facility that would be in violation of any Federal, State and/or local regulations.
4. That VDOT agrees to participate in the construction of the sewer line extension to the sole extent of providing funding of the project, not to exceed the amount of \$83,000 and as provided in paragraph five of this agreement. The PPSA shall request payment which will be made in one lump sum after a construction contract is executed.
5. That this Agreement is subject to such rules, regulations, or laws as may be applicable in the Commonwealth of Virginia, and the PPSA and VDOT will cooperate in obtaining such permits, certificates, or the like, as may be required to comply therewith, if any.
6. That this Agreement shall be for an initial period of 20 years from the date of this Agreement and shall continue thereafter unless terminated by either party upon twelve months written notice to the other party. This Agreement may be amended or revised at any time with the mutual written consent of the PPSA and VDOT.

7. That in the event of any occurrence rendering the PPSA or VDOT incapable of performing under the Agreement, any successor of the PPSA or VDOT, whether the result of legal process, assignment or otherwise, shall succeed to the rights of the PPSA or VDOT hereunder.
8. The current fee is a \$17.00 a month minimum fee for 2,000 gallons plus \$3.00 per 1,000 gallons over 2,000 gallons. Any change in rates will be in accordance with Virginia State Code regulating rate changes.

IN WITNESS WHEREOF, the parties, hereto, acting under the authority of their respective governing bodies, have caused this Agreement to be duly executed in two counterparts, each of which shall constitute an original.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

e. Records Management – Use of Optical Imaging System

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved a loan in an amount not to exceed \$50,000 to the Clerk of the Circuit Court and/or County for the purchase of an optical imaging system. The amount to be repaid to the PSA to be \$50,000 less any PSA usage of the new optical imaging system. Further, the Board of Directors directed that some provisions be made to assist and/or train the general public in the use of the new optical imaging system.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

f. Personnel Changes

The Board of Directors reviewed recent changes in personnel as reported by Management Services Director, Nancy M. Burchett.

g. Ratification:

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors ratified the following items:

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

1. Wurno Sewer Line – Notice to Proceed

The Board of Directors ratified a notice to proceed grant Dixon Contracting 120 days in which to complete replacement of manholes along the Wurno sewer line.

2. Acceptance of ROW from K. C. Associates for Water Service to the Radford Shopping Plaza

The Board of Directors accepted an easement granting a water line right of way to the PSA from K. C. Associates.

h. PFRWTA Report

County Engineer, Ronnie Coake, reported there had been no Peppers Ferry Regional Wastewater Treatment Authority meeting last month.

i. PCSA Report

Mr. Snead advised the Pulaski County Sewerage Authority at its last meeting had discussed the new proposed shopping center sewer requirements.

j. Informational Items:

1. NRRA Items of Information

The Board reviewed minutes of the New River Resource Authority for March 30, 1998 and May 27, 1998.

2. Complaints

Staff discussed with the Board recent complaints received from the Town of Pulaski residents following litter enforcement/clean-up efforts by the town. Staff advised that the town is now coordinating with Larry Vest prior to mailing litter violation notices.

k. Current Authorized Projects:

- Dunkard's Bottom Water Survey
- Morgan Farm Road Water Line Extension
- Review of Garbage Service Privatization Options
- Claytor Lake State Park Sewer Extension
- Cloyd's Mountain Sewer Extension Design
- Pond Lick Hollow Water Line Extension
- New River Industrial Park Water & Sewer Extension
- Riverwood Water Extension
- Virginia Mobile Home Park Water and Sewer Feasibility Study

The Board reviewed the above listing of current authorized projects.

3. Approval of Minutes of July 13, 1998

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the minutes of July 13, 1998, as presented.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

4. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the accounts payable listing for checks numbered 4193 through 4264, subject to audit.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

5. Executive Session – 2.1-344(A)

No executive session was held at this meeting by the PSA Board of Directors.

6. Other Matters

Staff reviewed with the Board of Directors a request from NRB Industries for owning or reserving sewer capacity.

The Board requested this matter be reported as developments occur regarding said request.

7. Adjournment

The Board adjourned the meeting until the next regular scheduled meeting. The next regularly scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, September 14, 1998 at 9:00 a.m. in the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

H. W. Huff, Jr., Chairman

J. Mack Baker, Secretary