

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES JUNE 12, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, June 12, 2000, at 9 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, Virginia, the following members were present: H. W. Huff, Jr., Chairman; Carlos Morris; Winston Snead; and Archa Vaughan, Jr; Absent: J. Mack Baker. Staff members present included Assistant County Administrator Peter Huber; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

Mr. James Whited, Polyester Mobile Home Park owner, advised the Board he was still interested and in need of water and sewer service for the Polyester Mobile Home Park. He further advised that the engineering estimates were excessive for this project.

At this time Assistant County Administrator, Peter Huber, presented to Mr. Whited a copy of staff recommendation regarding this matter for Mr. Whited's review and a decision on the options outlined in the recommendation.

Mr. Whited was requested to contact Ronnie Coake or county staff once he had made a decision on the options available to him.

Mr. Jeff Hasson, contractor, and Ms. Sandy Tromblay, resident of Old Rt. 11, reported of recent problems encountered in a request for PSA water service to the residence of Ms. Sandy Tromblay.

Mr. Hasson questioned why the water line could not be run to the property line of Ms. Tromblay. He reported the county engineer had advised the line could not be run to the property line because of the expense, as well as having to cross private property to get to Ms. Tromblay's property. He further advised that the line had been run across the bridge in 1976, but the line had frozen and burst, and at that time the line had been removed by the PSA. Mr. Hasson requested clarification on this and questioned whether or not Ms. Tromblay had been given equitable treatment. Mr. Hasson also advised that no one on the county staff had been able to confirm that the present water line installation was protected from future freezing. He also requested that rules and regulations of the PSA be made available to contractors.

Ms. Tromblay also questioned why the PSA had in 1976 run the line and without advising her removed the line once it had frozen and burst. She also questioned the manner in which she had recently been notified by PSA staff confirming that the line would not be placed on private property.

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Chairman Huff confirmed that the Public Service Authority's general practice is to not run a water line across private property. In addition, staff advised Ms. Tromblay that if she had not been exempted from the non-user water fee, a monthly non-user fee would have been assessed to her because her property was within the 300 feet mandatory water connection requirement. Staff also agreed to consult with one of the contract engineers for an opinion on preventing a future freezing of the water line.

Mr. Stanley Moran, developer of the Draper Ridge Estates Subdivision, requested he be allowed to develop up to 10 lots before the water tank at Draper Ridge Estates is constructed. Mr. Moran advised that the Health Department had no objections to this arrangement. Mr. Moran also expressed concerns regarding how the existing homeowners would share in the expense of the tank.

Chairman Huff requested staff to consult with Emergency Services Coordinator, Stan Cigger, regarding water pressure effect on present homes should additional lots be added. He further requested that a letter from the Health Department be provided the PSA regarding any water pressure problems on existing homes if additional homes are added.

Mr. Huff also confirmed that the PSA could not fund the water tank construction up front; however, the PSA would be willing to assist with a return on the initial investment. Staff was requested to continue to review and work with the developer regarding this matter.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Adjustments

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that adjustments totaling \$16,082.16 be approved as submitted.

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

Voting no: none.

Absent: Mr. Baker.

2. Inmate Availability Report

The Board reviewed the inmate availability report as prepared by Larry Vest, Sanitation Supervisor. Mr. Vest noted that only one inmate had been provided by the Regional Jail over the past month.

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3. Balance Due Report

The Board reviewed the balance due report as prepared by Larry Vest also.

4. Lien Report

The Board reviewed the lien report as prepared by staff. Mr. Vest noted that some liens had been paid off since last month.

5. Collections Report

Larry Vest reported the following special pickup/large items collections as of June 2, 2000: Large Items – 16; Brush – 18; Tires – 2; and Refrigerators – 4.

6. Refuse Committee Reports

There were no refuse committee reports for this meeting.

b. Budget & Scheduling Public Hearing – All Rates

Management Services Director, Nancy M. Burchett, reviewed with the Board of Directors details of the proposed FY 01 budget draft. She advised the proposed PSA budget reflects the refuse departments being split into five cost centers as follows: residential; recycling/drop center; dumpster/commercial; roll off service; and direct landfill use. With this change, each cost center can be compared to the revenue received also by each cost center. Ms. Burchett noted that the proposed budget was computed on current utility rates; however, assuming the Town of Pulaski does the billing for the Town's refuse customers, projected revenues include additional revenue from the Town of Pulaski customers. She also advised that the proposed budget reflected a deficit of \$88,999.

Staff requested the Board approve the personnel costs included in the FY 01 budget for present staff and authorize PSA staff to pay normal operating expenses until the Board of Directors can adopt a budget either in July or August 2000.

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On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the five (5) percent pay increase for employees at the top of the salary range and authorized staff to pay normal operating expenditures until a final PSA budget is adopted.

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

Voting no: none.

Absent: Mr. Baker.

c. Billing Services Contract – Town of Pulaski

The Board of Directors reviewed a report reflecting the additional revenues expected should the Town of Pulaski assume the billing for refuse service for the Town of Pulaski customers. Additional customers estimated was reported to be 1,082 or \$155,808 additional revenue. Other cost savings included postage, envelopes, paper and banking collection fees totaling approximately \$6,320. Staff reported the fee for this service requested by the Town to be 5% of total billings or approximately \$31,867 per year.

The Board took no action on this matter, but requested the matter be placed on the July 2000 agenda for action along with the proposed FY 01 budget.

d. Mechanized Garbage Can Empty Pilot Program

The Board of Directors reviewed a plan from Mid-State Equipment Company, Inc. for the placement of mechanized cans for a pilot program of 150 residences. Staff recommended that a plan be prepared for the pilot program and submit to the PSA Board for action at the September 2000 meeting.

Chairman Huff questioned the ability of the elderly and disabled in getting such a large can out to the road or curb for pickup. However, the Board authorized staff to proceed with a plan for the Board to review on this matter at the September 2000 meeting.

e. Garbage Put Out Standards Request

The Board of Directors reviewed a letter from Mr. Ed Hoggatt requesting implementation of a uniform standard for residential garbage put outs for pickup by the PSA refuse department. The Board agreed to review the mechanized garbage can program prior to considering or pursuing other standards for garbage pickup.

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f. Assistance to Volvo with Sewer Upgrade

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors approved the transfer of funds to the Industrial Development Authority to be used for assistance to Volvo for the sewer upgrade at the Volvo plant, subject to Chairman Huff reviewing appropriate documents to insure transfer is made on a cost effective basis.

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

Voting no: none.

Absent: Mr. Baker.

g. Case Knife Road Water Line

The Board of Directors reviewed an estimate for extending the water distribution line along Case Knife Road west of the proposed Town of Pulaski water tank. Projected water rates of \$42.78 per month was reported with a \$30.68 non-user fee.

The Board authorized staff to poll residents of the Case Knife Road area to determine their interest, with project possibly being included in a future grant application to Rural Development or the Virginia Department of Health.

h. Fontaine Modification Waterline Easement

Staff reported that the county attorney and the county engineer had been requested to complete a revised easement to reflect the as built location of the water and sewer lines along the Fontaine property frontage.

i. Draper Ridge Subdivision Water Tank

This matter was discussed under the citizens comments portion of the agenda for this meeting.

j. Polyester Mobile Home Park

This matter was also discussed under the citizens comments portion of the agenda for this meeting.

k. Pressure Reduction Request of Donnie S. Coleman

The Board of Directors reviewed a request from Donnie S. Coleman for the provision of a pressure reducing valve at PSA expense.

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On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors confirmed its' policy of not providing pressure reducing valves to PSA customers.

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

Voting no: none.

Absent: Mr. Baker.

l. Sandy Tromblay Connection Assistance

This matter was discussed under the citizens comments portion of this meeting.

m. Dunkards Bottom Waterline Extension Engineering Agreement

On the motion of Mr. Morris, seconded by Mr. Snead and carried, the Board of Directors approved the engineering agreement for the Dunkards Bottom waterline extension to Anderson & Associates for a lump sum of \$39,799, subject to concurrence with the agreement language and form by the county engineer and the Rural Development Administration.

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

Voting no: none.

Absent: Mr. Baker.

n. PFRWTA Report

Mr. Snead advised that the plant expansion was discussed at the last meeting of the Pepper's Ferry Regional Waste Water Treatment Authority.

o. PCSA Report

Mr. Snead reported on recent pumping problems on the sewer lines of the Pulaski County Sewerage Authority.

p. Informational Items:

The following informational items were reviewed:

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1. Pepper's Ferry Regional Waste Water Treatment Authority

The Board reviewed the following items relating to the Pepper's Ferry Regional Waste Water Treatment Authority: minutes of March 9, 2000 and April 6, 2000; executive director's report for April 2000; resolution regarding VRS group life insurance; proposed FY 01 budget; and an accounts payable listing for April 2000.

2. New River Resource Authority

The Board reviewed the following items relating to the New River Resource Authority: minutes of March 22, 2000; resolution of appreciation for William P. Freeman; investment and cash management policy; accounts payable listing for March and April 2000; waste stream reports for March and April 2000; area life analysis chart; load summary report; stream analysis by users reports; and accounting summaries for March and April 2000.

3. Dick Price Suit

Staff advised that the above referenced suit had been scheduled for a court hearing on Friday, August 4, 2000 at 1:00 p.m.

4. NRSWMA User Rebate

The Board reviewed a copy of a memorandum regarding the rebate check for the month of April in the amount of \$6,758.24.

q. Current Authorized Projects & Items Under Review:

The following projects were reported as under review:

1. Cloyd's Mountain Sewer Extension By VDOT
2. New River Industrial Park Water and Sewer Extension
3. Water & Sewer Extension Preliminary Engineering Reports
4. Landings Limited Partnership Water Extension
5. Collier Acres Sewer Extension Study with Commerce Park Development
6. Case Knife Road Water Extension Study
7. Gateway Mobile Home Park Water & Sewer Extension Engineering

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r. Personnel Changes

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

3. Approval of Minutes of May 8, 2000

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that the minutes of May 8, 2000 be approved as presented.

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

Voting no: none.

Absent: Mr. Baker.

4. Accounts Payable

It was moved by Mr. Morris, seconded by Mr. Vaughan and carried, that the accounts payable on checks numbered 5842 through 5927 be approved, subject to audit.

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

Voting no: none.

Absent: Mr. Baker.

5. Other Matters:

No other matters were discussed at this time.

6. Adjournment

There being no further business to discuss the Board adjourned. The next regular meeting of the Pulaski County Public Service Authority Board of Directors will be held on Monday, July 10, 2000 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

H. W. Huff, Chairman

J. Mack Baker, Secretary