

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
October 9, 2001

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Tuesday, October 9, 2001, at 9:00 a.m. in the Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H.W. Huff, Jr., Chairman; Archa Vaughan, Jr.; J. Mack Baker; Winston Snead; and Carl Mathes. Staff members present included: County Administrator, Peter M. Huber; County Engineer, Ron Coake; and Administrative Assistant, Norma Spence.

1. Citizen Comments

The manager of the Days Inn motel attended the meeting and presented concerns as noted under Agenda Item E.

Mr. Mike Boyer, owner of Lee Highway, Tiny Town and Mabry Court Mobile Home parks, attended the meeting and commented as noted under Agenda Item F.

2. Reports from the County Administrator and Staff

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Mathes, seconded by Mr. Baker, and carried, the Board of Directors approved adjustments in the credit amount of \$26,764.77.

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

Voting no: None

New River Resource Authority Rate Change

Mr. Huber advised the Board that the New River Resource Authority had reduced the landfill rates by 50 cents per ton. The fees charged by the Public Service Authority for garbage are billed at \$5 more than the New River Resource Authority rates. Therefore, credit adjustments need to be made to all affected customers.

On a motion by Mr. Baker, seconded by Mr. Mathes, and carried, the Board of Directors approved refund adjustments to reflect the 50-cent per ton New River Resource Authority rate reduction.

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

Voting no: None

2. Inmate Availability Report

Staff reported the inmate count for the month of September had been three inmates per day.

3. Balance Due Report

The Board reviewed and accepted the balance due report as submitted by staff.

4. Lien Report

The Board reviewed and accepted the lien report as prepared by staff. Said report reflected total liens in the amount of \$346,168.70.

5. Work Order Count

Staff reported that there were 5 brush pick-ups, 22 large items, 3 tires and 2 refrigerators requiring pick-up as of October 4, 2001.

6. Refuse Committee Reports

No refuse committee reports were provided at this meeting.

7. PSA Billing Staff Meeting Minutes

No PSA billing staff minutes were provided at this meeting.

b. Highland Park Sewer:

Staff advised the Board that Mr. Shawn Utt had obtained additional responses from the Highland Park Subdivision residents concerning their interest in public sewer. To-date, 53% of the residents responding are in favor and 37% opposed. The main reason for opposition is the estimated cost of the "non-user fee", initially set at \$30 for 2,000 gallons and \$39 for 5,000 gallons. The County believes that a grant for as much as 50% may be obtained for this project, but there is no guarantee of grant funds.

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Chairman Huff asked that the Board consider approval of guidelines for this and future requests based on the number or percentage of residents responding. Although efforts should be made to obtain 100% response from residents, at least two-thirds or 66% should be in favor of the project before consideration by the Board of Directors. Mr. Huber advised that he would propose this approach to the Board of Supervisors.

On the motion of Mr. Mathes, seconded by Mr. Vaughan, and carried, the Board of Directors voted to require 75% response from property owners and two-thirds or 66% positive responses before the Board would consider a project, with a two-year time period between surveys.

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

Voting no: none.

Based on this vote, Highland Park Sewer Extension was denied.

c. Dunkard's Bottom, Rolling Hills, Orchard Hills and Vista Subdivisions Update:

Staff reported letters were sent to the residents of each subdivision informing them of the results of the PSA's September meeting. To-date, two responses have been made by residents of the Orchards Hills Subdivision who called Mr. Shawn Utt and informed him of their inability to pay for the hook-up to the sewer system. Mr. Utt explained the grants that are available from South East Rural Community Assistance Project (SERCAP) that will assist low-income residents with the initial connection fee as well as the installation of the laterals. Also, Mr. Utt has received a few phone calls from residents of Dunkard's Bottom concerning their disappointment that the PSA voted not to pursue the water project.

d. Valley Harvest Ministries Sewer Line Extension:

Staff advised that plans have been received and reviewed for a sewer line extension to serve Valley Harvest Ministries Church located near Interstate 81 Exit 98 at 4684 Cleburne Boulevard. The proposed line would be extended from Wendy's Restaurant to the church entrance on Cleburne Boulevard, then along the entrance road approximately 500 feet.

On a motion by Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved acceptance of the sewer line into the Public Service Authority system if the line is built according to Health Department specifications and approved by the County Engineer.

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

Voting no: none.

e. Days Inn Sewer:

Staff reported that Mr. Mike Patel, owner of the Days Inn, (formerly Red Carpet located at the intersection of Route 99 and Interstate 81) had requested consideration of installation of sewer service to the Days Inn facility. The motel is currently served by a package sewer treatment plant, which discharges into Peak Creek. The one and one-half mile sewer discharge line has been damaged and needs repair. Replacement of the existing sewer discharge line could cost \$100,000. Installation of a private pump station and forced-main sewer line, connecting to the nearest public sewer, could likely cost \$200,000.

The manager of the Days Inn appeared before the Board to ask for assistance by the Board of Directors in funding for extension of public sewer to the Route 99/Interstate 81 interchange. Mr. Huff recommended that the Board of Supervisors be advised that the PSA is in favor of sewer at this interchange but funding is needed since the PSA is not supported by taxes and each project must be self-supporting. Mr. Huber was asked to contact other landowners in the area to ascertain their interest in the project and the possibility of private funding.

Mr. Roy Buzzelli, manager of 99 Exxon, was also in attendance to offer his support for public sewer at this interchange.

f. Water & Sewer Service to Lee Highway, Tiny Town & Mabry Court Mobile Home Parks:

Mr. Mike Boyer attended the meeting and expressed his concerns regarding additional expenses the County wanted him to bear on these projects. Mr. Boyer objected to the requirement for a personal guarantee of the County's investment and payment of hook-up fees of \$109,500. Mr. Boyer emphasized that \$100,000 was his limit and felt that other property owners would benefit, yet he was the only one being asked to make a guarantee.

Mr. Huber advised that loan and grant funds may be available. Mr. Huff advised Mr. Boyer that the Public Service Authority would not raise rates

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to cover a particular project; and since the PSA does not receive taxpayer money, each project must be self-supporting.

Staff was asked to check to see whether the residents in Gateway and Walter's Trailer Parks paid the connection fees.

g. Water & Sewer Billing of "Semi-Permanent" Campgrounds and/or Mobile Home Parks:

Staff reported, as requested at the September PSA meeting, that a public hearing notice had been drafted for a hearing to be held on Monday, January 14, 2002, for revision of a schedule of water and sewer rates for campgrounds.

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors authorized a public hearing be advertised and held on January 14, 2002.

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

Voting no: none.

h. Disposal Permits for Landfill:

The Board of Directors reviewed a draft policy statement restricting use of disposal permits as a cost saving measure to the PSA. Upon approval, this policy will be implemented on November 1, 2001.

Upon a motion by Mr. Vaughan, seconded by Mr. Baker, and carried, the Board approved the following policy restricting the use of disposal permits to be effective November 1, 2001.

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

Voting no: none.

Effective Thursday, November 1, 2001, the PSA will no longer pay landfill disposal charges for debris from the construction of new homes.

PSA customers paying a full service fee of \$12 per month for a period of at least a year will continue to be issued disposal permits providing free disposal of up to 4 tons per year when remodeling or replacing a

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*roof. **The New River Resource Authority will not accept waste for billing to the PSA without this issued disposal permit.***

Special pickup of construction debris, large items and commercial debris is available on a fee basis by calling the PSA (674-8667).

Large item drop centers are provided for the benefit of residential customers only.

i. Falling Branch Road Turner Junkyard Fence:

Staff recommended that the Turner Junkyard fence Mr. Davis spoke of at the September PSA meeting not be moved since moving the fence back is likely to increase public view of the junkyard (the Turner property slopes downhill steeply from the road). Should the PSA have difficulty with access to either water or sewer lines, Mr. Turner may be held responsible for relocating the fence.

j. Draper Aden Report:

Staff presented a newsletter describing average water and sewer rates in Virginia, as well as a survey regarding financial subsidies of water and sewer systems. Details of the 2001 survey will be provided when received.

k. Heron's Landing Streetlights:

Discussion was held on the proposed streetlights for Heron's Landing. Mr. Huff expressed concern that it was unfair for the residents to pay for the streetlights. He felt that the homeowner's association should handle this matter as it does snow removal, etc.

Mr. Baker asked what progress was being made on the Draper Valley Subdivision. Mr. Vaughan and Mr. Huff expressed concern about the letter of credit deadline and expiration date. Staff is to check letter of credit to insure it does not expire before improvements are complete.

l. Security Measures:

Discussion was held on the following security measures implemented to protect the Public Service Authority water supply as much as reasonably possible:

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1. Directional signs to the Water Treatment Plant have been removed.
2. Security systems to protect the Water Treatment Plant have been purchased at a cost of \$600 and are being installed by County Staff.
3. Permission is being requested from VDOT for installation of a gate across the existing state maintained access road approximately one-half mile from the plant.
4. Residents living near water tanks are being asked to assist in monitoring any unusual activity and are being briefed by Sheriff's Department investigators regarding what to look for and how to respond.

m. Drop Site Change in Hours of Operation:

Discussion was held on the drop sites new hours of operation, effective Monday, October 29, 2001, which are as follows:

- Fairlawn & Pulaski sites: Monday – Friday: 1:00 p.m.–5:00 p.m.
- Dublin Site: Monday – Friday: 8:00 a.m. – Noon
- Both Sites – Saturday: 8:00 a.m. – 5:00 p.m.

The Board of Directors concurred with the change in hours of operation.

n. Scheduling of November Meeting:

The Board agreed to schedule the regular meeting for November for Tuesday, November 13, 2001, due to the Veteran's Day holiday on November 12, 2001

o. Information Items:

1. Personnel Changes

The Board reviewed the personnel update as prepared by Assistant County Administrator Nancy Burchett.

2. Water/Sewer Line Extensions – Determination of Viability

The Board reviewed the results from the Institute of Government's polling of localities.

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p. Current Authorized Projects & Items Under Review:

The following projects were reported to be under review:

1. Cloyd's Mountain Sewer Extension by VDOT
2. New River Industrial Park Sewer Pump Station
3. Surveys for Sewer Extensions for Dublin Area Subdivisions
4. Collier Acres Sewer Extension with Commerce Park Development
5. Engineering for Mobile Home Park Water & Sewer Extensions
6. Water Hydrant Flushing

3. Approval of September 10, 2001 Minutes

On the motion of Mr. Baker, seconded by Mr. Vaughan, and carried, the PSA Board of Directors approved the minutes of the September 10, 2001, meeting as presented.

Voting yes: Mr. Huff, Mr. Vaughan, Mr. Mathes, Mr. Baker and Mr. Snead.
Voting no: None.

4. Accounts Payable

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the PSA Board of Directors approved the accounts payable listing for checks numbered 7727-7809, subject to audit.

Voting yes: Mr. Huff, Mr. Vaughan, Mr. Mathes, Mr. Baker and Mr. Snead.
Voting no: None.

5. Other Matters:

Staff advised the Board of the need for quicker response time for trash collection at Lancer Truck Stop and Shoney's Restaurant. Discussion was held on the feasibility of compaction units and establishing a policy for investment of a year or two of revenue. Staff is to seek information relating to the trouble-free life and cost of a compaction unit.

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6. Adjournment

There being no further business to discuss, the meeting was adjourned until the next regular meeting of the Pulaski County Public Service Authority Board of Directors to be held on November 13, 2001 at 9:00 a.m. at the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

H.W. Huff, Chairman

J. Mack Baker, Secretary