

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 9, 2008

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, September 9, 2008 at 9:00 a.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: H.W. Huff, Jr., Chairman; Carl Mathes, Secretary/Treasurer; Douglas Warren; Hollis Loyd; and Maynard Sayers. Also present was Frank Conner, Alternate PSA member. Staff members present included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Ron Coake, County Engineer; Ron Nichols, Director of Fleet Maintenance and Operations; and Gena Hanks, Executive Secretary.

1. Citizen Comments

There were no citizen comments.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of (\$3,466.73).

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Huff.

Voting no: none.

2. Inmate Availability Report

Staff reports the PSA generally had use of two inmates per day for the month of August, with five inmates on Mondays.

3. Balance Due & Lien Report

The Board reviewed the balance due and lien reports as prepared by staff, a copy of which is filed with the records of this meeting.

4. Work Order Count

Pickups pending: 17 brush; 14 large item; 3 tires; 0 refrigerator.

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5. Drop Site and Landfill Totals

The drop site totals and county landfill tonnage reports for the month of July were reported as follows:

**Drop Site Total
(for the Month of August 2008)**

Site	Trips	Tons	Tons per haul
Dora Highway	57	141.18	2.48
Dublin	51	144.31	2.83
Fairlawn	11	67.68	6.16
Totals	119	353.27	2.97

**County Landfill Tonnage
(County customers & Refuse Department Haulers)
(for the Month of August 2008)**

Commercial	Residential	Tires	Brush
1,979.20	1,141.54	1,616	75.46

b. Action Items:

1. Minutes of Previous Meetings

On a motion by Mr. Mathes, seconded by Mr. Sayers and carried, the Board approved the minutes of the August 12, 2008 Board meeting, with corrections.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Huff.

Voting no: none.

2. Accounts Payable & Budget Adjustments

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the accounts payable for checks numbered 8001123 through 8001229, subject to audit.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Huff.

Voting no: none.

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3. Water Treatment Plant Stilling Wall

As reported in the Board packet, bids were received for the Water Treatment Plant Stilling Wall on August 15, 2008. Bids were received from H. T. Bowling in the amount of \$97,400.00 and from Breakell, Inc. Roanoke in the amount of \$103,490.00. The stilling wall is a structure installed at the entrance of the sedimentation basin to prevent water creating a "short circuit" through the basin that reduces the detention time provided for sedimentation. The stilling wall will be constructed of baffles that assist dispersion of water entering the basin. This structure has been requested and approved by the Health Department and will assist in providing better treatment of the finished water.

Staff recommended the contract be awarded to H. T. Bowling in the amount of \$97,400.00, with the work will be subcontracted to Structures and Utilities, Christiansburg. Further, staff recommended that the remaining \$47,000 be taken from reserves.

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the Board approved awarding a contract to H. T. Bowling in the amount of \$97,400 for the Water Treatment Plant Stilling Wall.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Huff.

Voting no: none.

c. Informational Items:

1. Personnel Changes

As reported in the Board packet, Board members were presented with a copy of recent personnel changes prepared by Norma Spence, Administrative Assistant.

2. Financial Report

As presented in the Board packet, Board members were provided a financial report and budget adjustments as prepared by Nancy Burchett.

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Mr. Huber advised of the hiring of Diane Newby as new Finance Director effective October 1.

3. Utility Projects

As provided in the Board packet, Board members were presented the most recent progress reports.

4. Update on Community Development Authorities

As provided in the Board packet, Board members were provided with the following three documents describing Community Development Authorities: a short presentation done in 1999 providing a good outline of how CDAs work; a 2007 document provided by Prince William County describing the pros and cons of CDAs, including some things to control for in developer designed CDAs; and a listing of CDAs in Virginia as compiled by the Virginia Association of Counties.

Mr. Huff indicated it may be difficult to obtain a bond referendum for a private developer.

Mr. Sayers advised the wording on item #13 on the prospectus should reflect the word "Limited" rather than "Eliminate".

5. Commerce Park Water Project

As reported in the Board packet, Board members were presented with a copy of correspondence to the Economic Development Administration confirming a commitment by the Board of Supervisors in the amount of \$3.4 million to the PSA for use in the Commerce Park water project. Staff advised the grant has been reduced by \$100,000, from \$3.1 to \$3 million, but is moving forward.

Mr. Huber advised with the grant moving forward, the project becomes more viable for county citizens.

Mr. Mathes inquired if there were any prospective industries that did not consider Commerce Park as a potential location due to lack of water. Mr. Huber advised there had been several companies that had not considered Commerce Park as a new business location due to lack of water.

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Mr. Huber advised the Economic Development Administration had requested that Commerce Park be a "co-applicant" on the grant.

By consensus, the Board of Directors concurred with the Economic Development Administration requested that Commerce Park be a co-applicant on grant.

6. Irene Hicks Account

As reported in the Board packet, staff had reviewed a billing for the Irene Hicks account with her daughter Sharon Dressel. Staff advised Ms. Dressel has agreed to explore eligibility for tax relief for the elderly, but noted it is likely that she will not qualify due to the amount of acreage owned.

Discussions were held regarding the specific charges, payment history and account balance.

By consensus, the Board agreed to correction of the account and concurred with the need to qualify for tax relief, as well as payment of existing garbage charges.

7. Employee Commendation

As reported in the Board packet, Board members reviewed a letter of appreciation from a Pulaski County citizen recognizing Diane Stanley, PSA Meter Reader.

d. Current Authorized Projects & Items Under Review:

1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (engineering underway)
3. Water Treatment Plant Dispersion Wall Design

3. Other Matters

Mr. Loyd inquired as to the status of the a report which provides the number of household users in Pulaski County. Mr. Huber indicated this report would be presented at a future PSA Board meeting.

Mr. Nichols provided an update on two recent accidents involving PSA vehicles operated by PSA employees. Mr. Nichols advised PSA workers were

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instructed to monitor speed limits when operating a PSA vehicle, seat belt usage and the routine checking of trucks prior to operation. He indicated the accident involving the roll off truck and the I-81 bridge would likely result in approximately \$1.5 million in repairs to the bridge.

Mr. Huber advised he had met with PSA Refuse Collection workers to discuss safety measures. He also advised of a web based training session that would be provided by the Virginia Association of Counties.

Board members directed staff to implement stringent safety measures for all PSA employees.

Dr. Warren requested consideration be given to extending water service to the south side of the lake based on the long-term drop in the water table. He expressed concern that the survey conducted of citizens interested in water service did not accurately reflect the desires of the entire population of citizens along the lake.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, October 14, 2008 at 9:00 p.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers, Mr. Huff.
Voting no: none

H. W. Huff, Jr., Chairman

Carl Mathes, Secretary