

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

March 10, 2009

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, March 10, 2009 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: Maynard Sayers, Chairman; Doug Warren, Vice-Chairman; Hollis Loyd, Secretary-Treasurer; Pete Crawford; David Dean; and Frank Conner, Alternate. Staff members present included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Diane Newby, Finance Director; Ron Coake, County Engineer; Brenda Sayers, PSA Bookkeeper; Ron Nichols, Director of Fleet Maintenance and Operations; and Gena Hanks, Executive Secretary.

Chairman Sayers welcomed new Board member David Dean to the PSA meeting.

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. Loyd, seconded by Dr. Warren and carried, the Board of Directors approved customer adjustments in the credited amount of \$13,009.52.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none.

2. Inmate Availability Report

Staff reported the PSA generally had use of two inmates per day for the month of February.

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.

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Mr. Loyd noted the listing of commercial accounts that were 90 days past due was increasing. Ms. Sayers advised there had been some collection from the commercial accounts since the original reporting in the packet.

4. Work Order Count

Pickups pending: 5 brush; 3 large item; 0 tire; 0 refrigerators.

5. Drop Site and Landfill Totals

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

<b>DROP SITE TOTAL</b>			
<b>FOR THE MONTH OF FEBRUARY 2009</b>			
<b>Site</b>	<b>Trips</b>	<b>Tons</b>	<b>Tons per haul</b>
<b>Dora</b>	29	61.72	2.13
<b>Highway</b>			
<b>Dublin</b>	33	89.46	2.71
<b>Fairlawn</b>	5	43.24	8.65
<b>Totals</b>	67	194.42	2.91

**COUNTY LANDFILL TONNAGE**  
**(COUNTY CUSTOMERS & REFUSE DEPARTMENT HAULERS)**  
**(FOR THE MONTH OF FEBRUARY 2009)**

Commercial	Residential	Tires	Brush
964.38	853.02	358	11.35

In response to a request by Mr. Loyd at the February meeting regarding the lack of fluctuation in the number of drop site pickups, Mr. Nichols advised the schedule of pickups is routine regardless of the tonnage amount. However, he advised the sites are monitored and if the site is not completely full, they do not pull it. He also advised that January and February are usually slower than the spring and summer months.

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b. Action Items:

1. Minutes of Previous Meetings

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved the minutes of the February 10, 2009 Board meeting.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none.

2. Accounts Payable

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the accounts payable for checks numbered 8001929 through 8002009, subject to audit.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none

Mr. Loyd requested staff place the department name on the top of the check register provided in the Board packets each month.

3. Rt. 114 Utility Crossing Agreement

A draft of the agreement was presented for Board review. Mr. Huber explained the agreement was for the utility crossings at the new eastbound Rt. 114 New River and railroad bridges. He explained the cost had increased from the initial costs reported due to the addition of the railroad bridge to the project. Mr. Coake advised work the bridge was expected to begin at the end of 2009.

Board members posed several questions regarding language in the agreement as it relates to Investor Compensation and it was clarified that the compensation would be in proportion to the investment.

On a motion by D. Warren, seconded by Mr. Loyd and carried, the Board approved the agreement as presented, a copy of which is filed with the records of this meeting.

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Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none

4. Sale of Truck to Giles County

As reported in the Board packet, Giles County is interested in purchasing a surplus 1991, 10-cubic yard truck with 153,000 miles. Staff advised the truck is half the size of the regular rear load trucks and is no longer being used, noting the PSA purchased the truck new for \$43,000 and would have a scrap value of approximately \$1,000. Mr. Nichols advised a suggested sale price of \$3,500 had been presented to Giles County; however, no response had been received as of the meeting date.

Mr. Sayers questioned what action would be taken if Giles County made a counter offer. Mr. Nichols advised any counter offer would be presented to the PSA Board before acceptance.

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved the sale the 1991 surplus truck at a sale price of \$3,500.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none

5. Clean Community Council Representative

As reported in the Board packet, the PSA Board has been invited to be represented on the Clean Community Council. Previously, Lane Penn served on the Council until his retirement.

By consensus, the Board approved designating Alfred Woodyard as the PSA's representative to serve on the Clean Community Council.

6. Health Insurance Update

As reported in the Board packet, Pulaski County, as part of the NRV Health Consortium, is changing health insurance carriers from Southern Health to Anthem. Overall, the County, PSA, and Social Services had a poor claim year resulting in a

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greater than average increase. Based on the plan design chosen by the Consortium, the PSA will experience a 24.9% increase in its rates. Assuming all the current PSA employees who have health insurance enroll with Anthem with a similar plan they currently have, the potential cost to the PSA budget is \$72,300.

Mr. Hiss provided more specific details related to benefits including deductibles for the new plan, co-pay visits, prescription drug allowances, etc. He advised the Montgomery County School system had expressed an interest in joining the Consortium, which if approved, would reduce the percentage of increase.

Mr. Crawford posed several questions related to the potential for School Board employees and county employees coming under one health insurance plan. He also questioned the health savings account for employees.

Mr. Huber advised he was proposing the additional health insurance costs be borne by the county and PSA, in lieu of pay raises for PSA and county employees.

Mr. Loyd questioned if an employee could cash out the balance of their health savings account. Mr. Hiss advised employees could cash out the savings account, but would incur a tax penalty; however, if an employee leaves employment, they can take the health savings account balance with them.

On a motion by Mr. Crawford, seconded by Mr. Loyd and carried, the Board approved procuring health insurance through Anthem and continuing to join with the Board of Supervisors in procuring health insurance coverage through the Consortium, with the overall plan to move towards greater utilization of the 80% Health Savings Account plan in order to provide employees with maximum control over future health insurance costs.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren,  
Mr. Loyd, Mr. Conner, Mr. Sayers.

Voting no: none

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c. Informational Items:

1. Personnel Changes

There were no personnel changes to report.

2. Financial Report

As presented in the Board packet, Board members were provided a financial report as prepared by Ms. Newby. Mr. Huber also distributed an addendum to the original version in the packet, noting an error had been found in the cash balance in the original version.

Mr. Dean questioned the large expenditure in line item 3860, Highway Permits. Mr. Coake advised he was uncertain what this expenditure was for; however, he suspected it was related to a fee by Appalachian Power Company.

3. Utility Projects

Mr. Coake provided an update on water and sewer services to mobile home parks, as well as bids on subdivisions.

4. Review of Policies and Procedures

Mr. Huber suggested the Board review the following items while touring the Dora Highway Drop site and the Water Treatment Plant:

- a. Bill collection schedule,
- b. Water, sewer and streetlight installation policies,
- c. Non-user fees
- d. Connection fees and Enterprise Zone waivers
- e. Refuse routes and service levels
- f. Regional arrangements – refuse and sewer
- g. Pulaski Sewer Authority operations
- h. Personnel and compensation study
- i. Cooperative arrangements with the towns of Dublin and Pulaski
  - Service area and “pass through” agreements
  - Customer and wholesale billing

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5. Facility Tour

The Board participated in a tour to include the Dora Highway Drop Center, Water Treatment Plant and Raw Water intake.

d. Current Authorized Projects & Items Under Review:

Staff provided updates on the following projects with those updates being noted in italics:

1. Public Water & Sewer Service to Mobile Home Parks (*preparing contract documents for submittal to Rural Development for approval to issue Notice to Proceed*)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (*Bids on hold pending approval of required documents*)
3. Water Treatment Plant Dispersion Wall construction (*Completion expected 60 days*)
4. Water Treatment Plant Raw Water Intake Access Road (*Completed*)

3. Other Matters

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the following resolution honoring Carl Mathes. Staff was directed to prepare a letter of appreciation to Mr. Mathes to be sent along with the resolution:

**RESOLUTION OF APPRECIATION**  
*Carl Mathes*

**WHEREAS**, Carl Mathes served the citizens of Pulaski County as a Board member of the Pulaski County Public Service Authority from August, 2000 to December, 2008; and

**WHEREAS**, Mr. Mathes contributed to the Fairlawn community by serving as a member of the Pulaski County Sewerage Authority from July, 2000 to December, 2008; and

**WHEREAS**, Mr. Mathes served with the best interest of the whole county at heart and looked out for the employees' best interests and well-being; and

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**WHEREAS**, Mr. Mathes served with outstanding professionalism and volunteered for a leadership role as Vice-Chairman and then Chairman during times of difficult transition; and

**WHEREAS**, Mr. Mathes displayed an ability to bring people toward consensus and had an unwavering vision for the future development of Public Service Authority infrastructure and services; and

**WHEREAS**, Mr. Mathes' leadership and public service has benefited not only present and past citizens of Pulaski County, but will enhance the quality of the Public Service Authority's services for its future citizens.

**NOW, THEREFORE BE IT RESOLVED**, that the Pulaski County Public Service Authority Board of Directors does hereby commend and express its sincere appreciation for the service of Carl Mathes to the county and its citizens; and

**BE IT FURTHER RESOLVED**, that the Board of Directors does extend to Carl Mathes its best wishes for health and happiness in the future years; and

**BE IT FURTHER RESOLVED**, that the text of this resolution be spread upon the minutes of the Public Service Authority in permanent testimony of its appreciation of the service provided by Carl Mathes.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren, Mr. Loyd,  
Mr. Conner, Mr. Sayers.

Voting no: none

Mr. Nichols provided an update on a request by Wheatland Hills to use Waste Management as service provider. Mr. Nichols offered to provide an update at the April PSA meeting.

Mr. Coake reported review of sites for storage facility in Fairlawn, including the old Riverlawn Elementary School.

Mr. Huber provided an update on the challenges faced by the PSA in providing water to the Commerce Park noting the Water Treatment Plant is a 75% capacity.

The Board and staff discussed the potential for purchasing water from the City of Radford. Mr. Huber noted the Board had previously approved an engineering agreement with Draper Aden Associates to allow for application to Rural Development.

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Draper Aden Engineering Agreement

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board authorized the PSA Chairman and Vice-Chairman to review the engineering agreement with Draper Aden and to approve the final agreement on behalf of the PSA Board.

Voting yes: Mr. Crawford, Mr. Dean; Dr. Warren, Mr. Loyd,  
Mr. Conner, Mr. Sayers.

Voting no: none

Staff was requested to provide an update at the April PSA meeting on the costs for purchase of water from the City of Radford.

Mr. Coake suggested a possible benefit from the economic stimulus package was possible water and sewer projects. Sewer projects were submitted to the Department of Environmental Quality on March 9, 2009 and consisted of several improvements to the sewer system. The projects proposed for the water system consist of improvements to the water treatment plant and the water distribution system. After a discussion of these items it was recommended that an application for the stimulus funds be submitted to the Virginia Department of Health.

Mr. Loyd questioned the status of the Wythe County project. Mr. Huber noted no action had been taken and offered to provide a copy of the recent study on the purchase of water from Wythe County to the two new board members in the April PSA packet.

Mr. Crawford questioned the moratorium on annexation. Mr. Huber noted the General Assembly had extended the moratorium on annexation.

4. Tour of Facilities

The PSA Board left the Conference Room setting to tour the Dora Highway drop site and Water Treatment Plant.

Mr. Huber noted review of the administrative and garbage collection policies would also be reviewed during the facility tour.

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5. Adjournment

On a motion by Dr. Warren, seconded by Mr. Dean and carried, the Board adjourned its regular March meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, April 14, 2009 at 9:00 a.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

Voting yes: Mr. Crawford, Dr. Warren, Mr. Loyd, Mr. Conner,  
Mr. Sayers.

Voting no: none.

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Maynard H. Sayers, Chairman

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Hollis Loyd, Secretary/Treasurer