

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING
April 10, 2018

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, April 10, 2018 at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, the following Board members were present: Dr. Doug Warren, Chairman; Mr. Dave Dean, Vice - Chairman; Mr. Dennis Setliff, Dr. Fritz Streff and Mrs. Nancy Burchett.

Staff members present included: Jared Linkous, Executive Director; Ronnie Nichols, Deputy Director; Diane Newby, Finance Director, and Natasha Grubb, Clerk to Board.

1. Welcome and Call to Order

Dr. Warren called the meeting to order at 9:01 a.m.

A. Confirmation of A Quorum

Five (5) Board members were present.

Mrs. Karen Thompson, Chief Operations Office, County of Pulaski, introduced new employee Stacy Whitlock, Administration Office Manager.

2. Approval of the Agenda

A. Additions or Changes to the Agenda

The Board voted in the affirmative by consensus to accept the agenda as presented.

3. Presentations and Citizens Comments

A. Citizens Comments

There were no citizens comments.

4. Financial Matters

A. Financial Report

Mrs. Newby provided the Financial Report. There were no questions by the Board.

Mr. Linkous remarked the signed design contracts for the water and sewer master plans and Morgan's cut listed under the capital improvement plan will be sent today, April 10, 2018.

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board reviewed and accepted by consensus in the affirmative the Financial Report.

B. Collections Update

Mr. Linkous reviewed the first Set off Debt payment of \$25,745.32 from the Commonwealth of Virginia is scheduled to report around the 15th of April.

C. One Call Report

Mr. Linkous reviewed the One Call Report. There were no questions.

5. Action Items (New Business)

There were no action items regarding new business.

6. Action Items (Old Business)

A. Resolution - Community Sewer Financing Authorization

Mr. Linkous presented the resolution to authorize the construction and financing improvements to the sewer system of the Public Service Authority (PSA) and issuance, sale and award of sewer revenue bonds.

On a motion by Dr. Streff, second by Mr. Setliff and carried, the Board reviewed and accepted by consensus in the affirmative to authorize the construction and financing improvements for the Community Sewer project.

B. Resolution - Community Sewer Construction

Mr. Linkous presented the resolution to award bids for the Community Sewer Phase III project to the low bidder's contingent on concurrence of Rural Development.

On a motion by Mr. Dean, second by Mrs. Burchett and carried, the Board reviewed and accepted by consensus in the affirmative to award bids for both contracts for the Community Sewer Phase III project.

C. Resolution - Water Meter Replacement

Mr. Linkous presented the resolution for adoption to fund the Water Meter replacement project.

On a motion by Dr. Streff, second by Mr. Setliff and carried, the Board reviewed and accepted by consensus in the affirmative to authorize funding for the Water Meter replacement project.

Mr. Dean commended Mr. Linkous for all his dedication, hard work and efforts to establish the community sewer and the water meter replacement projects.

7. Reports from Executive Director and Staff

A. Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off List

The Board reviewed the Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list as presented in the April 10, 2018, BoardDocs agenda.

Mr. Setliff and Mr. Dean recognized the staff for the work completed to make the Dublin and Fairlawn convenience centers visually appealing and clean, as well as having operations run smoothly.

Dr. Warren inquired about the cost of the purchase of a grinder. Mr. Nichols stated, it would be approximately \$400,000 for a used grinder. At this time the New River Resource Authority charges Public Service Authority (PSA) approximately \$35,000 per year for grinding services.

B. Raw Water Intake

Mr. Linkous reviewed the Raw Water Intake project. There were no questions.

C. Staff to Do List

The following updates were provided on the following staff to do list items:

A. Skyview Phase 3 (Community Sewers Project)

No report given.

B. Drop Site on the South Side of Claytor Lake

No report given.

C. Covered Water Meter Ordinance

No report given.

D. Draper Area Wythe County Sewer/PSA Connection

No report given.

E. Water Meter Replacement

No report given.

F. Water Master Plan

No report given.

G. Facilities for Refuse Employees

No report given.

H. Pulaski Convenience Center Relocation

No report given.

I. Brookmont Water System Disinfection By-Products

No report given.

K. Improvements to Fairlawn Convenience Center

No report given.

L. Write off Accounts Consideration

No report given.

8. Other Matters from the Directors

A. None.

9. Items of Consent

On a motion by Mrs. Burchett, second by Mr. Dean and carried, the Board reviewed and approved by consensus in the affirmative the following items of consent:

A. Minutes of Previous Meeting

The minutes of the March 13, 2018, regular meeting, were approved by the Board at the April 10, 2018, meeting.

B. Balance Due Report

The balance due report was approved as presented in the April 10, 2018, meeting agenda in BoardDocs.

C. Budget Adjustments

There were no budget adjustments for the month of April 2018.

D. Billing Adjustments

The billing adjustments were approved as listed in the April 10, 2018, meeting agenda in BoardDocs.

E. Accounts Payable

The Board ratified accounts payable for checks numbered #8016614-8016732.

F. Personnel Changes

Board members reviewed and approved a memo describing personnel changes in the month of March 2018, an electronic version of which is filed in the April 10, 2018, BoardDocs agenda.

10. Informational Items

There were no informational items.

12. Adjournment

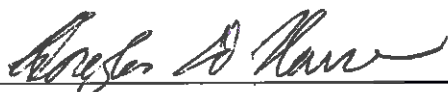
A. Adjournment

On a motion by Mr. Dean, second by Mrs. Burchett and carried, the Board adjourned their April 10, 2018, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting.

There will be a FY 2019 budget work session of the Public Service Authority Board of Directors on Monday, April 16, 2018, at 3 p.m., at the County of Pulaski Administration Building, 143 Third Street N.W., in the Town of Pulaski, Virginia.

There will be a public hearing regarding a proposed 5% (five percent) increase in water and sewer rates on Monday, April 16, 2018, at 5:30 p.m., in the Board Room of the County of Pulaski Administration Building, 143 Third Street N.W., in the Town of Pulaski, Virginia.

The May regular meeting of the Public Service Authority will be held on Tuesday, May 8, 2018, at 9 a.m. in the Second Floor Conference Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.



Douglas D. Warren, DED, Chairman



Nancy Burchett, Secretary/Treasurer