

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, September 8, 1997, at 9:00 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H. W. Huff, Jr., Chairman; J. Mack Baker; Carlos Morris; Winston Snead; and Archa Vaughan, Jr. Staff members present included County Administrator, Joseph N. Morgan; Assistant County Administrator, Peter Huber; County Engineer, Ronnie Coake; Management Services Director, Nancy M. Burchett; and Sanitation Supervisor, Larry Vest.

1. Citizen Comments

No citizen comments were heard at this time.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports
2. Balance Due Reports
3. Adjustments
4. Lien Report
5. Accounts Receivable Report

Sanitation Supervisor, Larry Vest, reviewed with the Board of Directors the above listed reports. He advised staff would be filing additional liens on delinquent accounts shortly.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved adjustments in the amount of \$22,213.00.

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

Voting no: none.

b. Mount Olivet Water Extension

County Engineer, Ronnie Coake, reviewed with the Board of Directors cost figures on the Mt. Olivet water line extension. Reported figures indicated a non-user fee of \$22.34, and a \$39.32 minimum bill resulting in an average bill of \$46.82 for 5,000 gallons of monthly usage.

Mr. and Mrs. Cloyd S. Martin, residents of the Mt. Olivet area, indicated they would be in favor of the water line extension with the above noted costs.

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors accepted the report from the County Engineer regarding the Mt. Olivet water line extension, and requested staff to present the cost information to the property owners regarding minimum water charges per month and determine the level of interest by the other property owners.

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

Voting no: none.

b. Dunkard's Bottom Water Line Extension

County Engineer, Ronnie Coake, reviewed with the Board of Directors cost figures on the Dunkard's Bottom water line extension. Said figures indicated a non-user fee ranging from \$27.54 to \$28.09, a minimum bill of \$30.71 to \$31.51, and an average bill of \$38.21 to \$39.01 for 5,000 gallons of monthly water usage.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors requested staff to correspond with the property owners at Dunkard's Bottom to determine the percentage of interest by the property owners before the Board of Directors approves the water line extension.

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

Voting no: none.

d. Water and Sewer Service to Mobile Home Parks

The Board of Directors reviewed a letter from County Attorney, Thomas J. McCarthy, Jr., regarding the ability of the PSA to recover costs associated with the installation of utilities in mobile home parks. Said correspondence advised the lien should be placed first and said lien shall have the same status as a tax lien.

The Board of Directors requested staff to advise the mobile home park owners of the stipulations previously approved by the Board of Directors in extending water and sewer into mobile home parks.

e. Gateway Sewer Line Extension

The Board of Directors reviewed a report from the Assistant County Administrator, Peter Huber, indicating the extension of sewer service in the Gateway Trailer Park to be financially feasible. The Board requested staff to advise the owner of the Gateway Trailer Park of this report.

f. Volvo Utility Service Improvements

The Board reviewed a grant application letter to the Virginia Department of Housing and Community Development and a map of the proposed water service improvements in the vicinity of Volvo's facility, as well as the extension of sewer lines in the Dublin Industrial Park, as prepared by Assistant County Administrator, Peter Huber.

g. Cab and Chassis Purchase

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors ratified the purchase of a cab and chassis from Truck World in the amount of \$66,402.

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

Voting no: none.

h. Private Garbage Haulers

Staff advised a public hearing regarding private garbage haulers in the county has been scheduled for the October Board of Supervisors.

i. New River Valley Airport Master Meter

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors approved the water connection of the new terminal building, the old terminal building, two hangers, and a mobile home at the New River Valley Airport on a single meter. Staff to bill per the PSA policy for multiple dwellings on one meter.

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

Voting no: none.

j. Southwest Virginia Solid Waste Management Association Participation by Larry Vest

The Board reviewed a memo from Sanitation Supervisor, Larry Vest, regarding his participation in the Southwest Virginia Solid Waste Management Association meeting scheduled for September 10-11, 1997.

k. Riverwood Subdivision

The Board of Directors reviewed proposed terms regarding the placement of the water tank at Riverwood Subdivision. Terms agreed to included landscaping around the water tank, maintenance standards for the water tank, timing for construction of both the water line and the water tank, and water billing rates for the Riverwood residents. Staff further advised that one additional condition had been added which would waive non-user fees for the first 5 years.

The Board approved staff recommendation regarding Mr. Randall Quesenberry, property owner in Riverwood Subdivision, who just completed the construction of a new home, to install 1,800 feet of a private 2" water line with the PSA to pay for 6" pipe and share in the cost of installing this line, subject to compliance with the Virginia Procurement Act.

l. Personnel Changes

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

m. PCSA Report

Mr. Snead advised the Pulaski County Sewerage Authority at its last meeting had discussed insurance, purchase of a new pump and maintenance work on sewer lines.

n. PFRWTA Report

County Engineer, Ronnie Coake, advised the Peppers Ferry Regional Wastewater Treatment Authority meets on Thursday, September 11, 1997.

o. NRRA Items of Information

The Board of Directors reviewed no items of information regarding the New River Resource Authority.

p. Current Authorized Projects:

- New River Industrial Park Utilities
- Claytor Lake State Park Water Line Extension
- Claytor Lake State Park Sewer Design
- Cloyd's Mountain Sewer Extension Design
- Pond Lick Hollow Water Line Extension
- Route 100 Sewer Line Extension
- New River Industrial Park Water & Sewer Extension
- NRB Industries Utility Project
- Sewage Connection for Hidden Valley Camping Club, Inc.

The Board of Directors reviewed the above current authorized projects listing.

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors authorized staff to include Riverwood Subdivision water tank and water service to current authorized projects.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan, and Mr. Huff.
Voting no: none.

3. Approval of Minutes of August 12, 1997

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors approved the minutes of August 12, 1997 with one correction regarding PSA security for utility line extensions into mobile home parks to include "a traditional deed of trust be executed by the mobile home park owner's spouse, and if the mobile home park is owned by a company or corporation, a deed of trust be executed by the principals of the company or corporation as security for the utility line extensions into mobile home parks."

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan, And Mr. Huff.
Voting no: none.

4. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the accounts payable listing for checks numbered 3459 through 3517, subject to audit.

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

Voting no: none.

5. Other Matters

The Board of Directors reviewed the format and wording for PSA delinquent letters. Staff recommended the Board of Directors approve changing the letters to reflect a 10 day deadline for paying from date of said delinquent letter.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved changing the delinquent letters to a 10 day deadline for paying by PSA delinquent customers.

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

Voting no: none.

6. Adjournment

The Board adjourned the meeting until the next regular scheduled meeting. The next regularly scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, October 20, 1997 at 9:00 a.m. in the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

H. W. Huff, Chairman

J. Mack Baker, Secretary