

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

At a regular meeting of the Public Service Authority Board of Directors held on Monday, January 8, 2007 at 9:00 a.m. in the Middle Conference Room of the County Administration Building Board Room, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: H. W. Huff, Jr., Chairman; Winston Snead; Hollis Loyd; Carl Mathes; and Douglas Warren. Board member Archa Vaughan was unable to attend the meeting. Staff members present included: Peter Huber, County Administrator; Gordon Jones, Director of Finance; Ron Coake, County Engineer; and Gena Hanks, Executive Secretary. Mr. Patrick Hughes of the New River Valley Planning District Commission was also present.

1. Citizen Comments

There were no citizen comments.

2. Reports from the County Administrator & Staff:

a. Action Items:

1. Utility Installation Reimbursement Policy

As reported in the Board packet, details were provided regarding a draft policy for sharing utility installation costs for further consideration and/or guidance by the Board.

Mr. Coake recommended the Board continue to consider utility installation costs on a case-by-case basis.

The Board agreed to continue to consider each utility installation costs situation on a case-by-case basis. The Board further directed county staff to draft agreements related to the Jones Drive and Eagleview Mobile Home Park projects for review by the Board at its February 12, 2007 meeting.

2. Procedure Addressing Delinquent Accounts

Staff provided details, which were also provided in the Board packet, advising existing PSA staff had confirmed that they will be able to maintain the placement of updated liens without the need to increase staff. Mr. Jones advised Linda Baylor had been designated to maintain the placement of updated liens.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

Mr. Huff requested staff regularly review delinquent commercial accounts, in addition to residential accounts. By consensus, the Board approved existing PSA staff taking all necessary steps to keep accounts updated by sending letters, phone calls, use of debt setoff program and/or by liens. The Board directed staff to rewrite the proposed policy to include a waiver of penalty and interest, not only for those who can pay, but also for those who cannot pay. The Board requested a draft policy be presented at the February Board meeting.

3. Installation of Water and Sewer Service to Various Mobile Home Parks

Staff described issues, which were also provided in the Board packet, related to connection fees for Eagleview Mobile Home Park. Mr. Huber advised of an upcoming meeting with mobile home park owners and invited Board members to attend.

4. Commerce Park Water Surcharge

Staff submitted information, which was also provided in the Board packet, regarding a request by the Commerce Park Participation Committee to consideration by the PSA Board to allowing for a surcharge on water service to prospective Commerce Park tenants.

Mr. Loyd questioned the need to take any action at this time, at least until an industry is located in the park. Mr. Huber advised potential industries are usually looking for utilities to already be in place.

On the motion of Dr. Warren, seconded by Mr. Mathes and carried, the Board approved the addition of a surcharge, on the condition that the PSA is paid the minimum of the standard rates applicable to other customers.

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

Voting no: none.

Not present: Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

b. Informational Items:

1. Personnel Changes

As reported in the Board packet, the Board reviewed recent personnel changes as provided by Mr. Spence.

2. Disposal Permits

As provided in the Board packet, the Board reviewed a letter to New River Resource Authority Director Joe Levine clarifying the PSA's revision to dispose material at the landfill with costs charged to the PSA. The purpose of the letter was to address continued complaints from residents about having to provide PSA bills matching their driver's license.

3. Waste Management

As provided in the Board packet, the Board reviewed a letter from Waste Management's legal counsel requesting the ability to freely provide waste hauling services in Pulaski County, or be provided with documentation of an exclusive contract for the PSA to do so.

Chairman Huff requested this matter be referred to County Attorney Tom McCarthy as soon as possible for a response to Waste Management.

4. Provision of Assistance to Giles County PSA

As reported in the Board packet, Mr. Kevin Belcher of Giles County had requested assistance of the PSA staff in staffing the Giles County Water Treatment Plant following the resignation of the Giles County PSA's Executive Director and their Water Treatment Plant operator. Mr. Huber advised to date this assistance had not been needed. The Board concurred with the offer of assistance to Giles County.

5. Report on Implementation of Utility Projects

As provided in the Board packet, the Board reviewed an updated report on utility projects.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

6. Financial Report

The Board reviewed in detail a financial report by Mr. Jones, a copy of which was provided in the Board packet. The Board posed various questions to county staff, specifically regarding the status of purchasing of roll-off containers.

Mr. Loyd questioned why the roll-off containers that were approved as an emergency purchase had not been purchased. The Board directed staff to review the matter and provide an update at the February Board meeting.

Mr. Huff described the financial report as an excellent report and commended Mr. Jones for his efforts in preparing and presenting the report.

c. Collection Staff Activity

1. Adjustments

Mr. Huff questioned the large volume of adjustments on a monthly basis. Mr. Huber explained the potential for the large adjustments and agreed to have staff to determine the cause and provide an update to the Board.

On the motion of Mr. Mathes, seconded by Mr. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of \$4,709.04-.

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

Voting no: one.

Not present: Mr. Vaughan.

2. Inmate Availability Report

Staff reported the inmate count for December 2006 averaged two inmates per day.

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.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

4. Accounts Payable

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the accounts payable as presented on checks numbered 10131 through 10170, subject to audit.

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

Voting no: none.

Not present: Mr. Vaughan.

5. Other Matters

a. Front Load Containers

Mr. Huber described the results of bids received for the front load containers, specifically the low bid from Bakers Waste.

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the Board approved award of the bid for front load containers to Bakers Waste at a cost of \$60,000, with further approval to adjust the number of containers purchased to fit within the PSA budget.

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

Voting no: none.

Not present: Mr. Vaughan.

b. Advertising for Public Hearing

Mr. Huber recommended the Board schedule a public hearing to consider an increase in the roll off deposit.

By consensus, the Board approved scheduling of a public hearing to consider an increase in the roll off deposit from \$100 to \$300. Staff was requested to determine the earliest date of PSA Board meeting at which a hearing can be held and advertise accordingly.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 8, 2007

6. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Monday, February 12, 2007 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

H. W. Huff, Jr., Chairman

Winston Snead, Secretary