

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 10, 2007

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, April 10, 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; Carl Mathes, Vice-Chairman; Doug Warren and Hollis Loyd. Board members Winston Snead and Archa Vaughan were unable to attend the meeting. Staff members present included: Peter Huber, County Administrator; Robert Hiss, Assistant County Administrator; Gordon Jones, Director of Finance; Brenda Sayers, PSA Bookkeeper; and Gena Hanks, Executive Secretary.

Also present were Mr. Dave Ratcliff and Brent Lovell of the New River New River Valley Planning District Commission.

Mr. Huber introduced Mr. Hiss as the new Assistant County Administrator.

1. Citizen Concerns

Mr. Mike Mason and Mr. & Mrs. Michael Ratcliff requested the Board approve their request to connect three homes to a water line on Joyce Way located on Route 600.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion of Mr. Mathes, seconded by Mr. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of \$1,721.14-.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

2. Inmate Availability Report

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 10, 2007

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

The following pickups were reported as pending:  
Pickups pending: 19 brush; 13 large; 1 tire(s); 1 refrigerator(s).

5. Drop Site Totals

The following drop site totals were presented:

**DROP SITE TOTAL  
FOR THE MONTH OF MARCH**

Site	Trips	Tons	Tons per haul
Dora Highway	57	113.19	2.00
Dublin	65	148.75	2.29
Fairlawn	14	65.36	4.67
<b>Totals</b>	136	327.30	2.41

b. Action Items:

1. Minutes of Previous Meeting

The Board approved the March 12, 2007, minutes as presented.

2. Accounts Payable

Dr. Warren questioned the payment of a traffic ticket to General District Court for a PSA employee. Mr. Huber explained the ticket was paid on behalf of the employee due to the accident occurring as a result of a low tire.

Mr. Huff questioned the purchasing of ice. Mr. Huber explained the ice was purchased for PSA refuse employees when the weather was hot.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 10, 2007

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the accounts payable for checks numbered 10426 through 10467 and 10535 through 10564, subject to audit.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

3. Employee Transfer Policies

As reported in the Board packet, current policies regarding transfers of employees among the School Board, PSA and Board of Supervisors result in the loss of sick leave time by the employee and payout of accrued vacation and comp time. Staff recommended the development of a transfer agreement among all three boards to compensate for accrued leave liabilities, without direct impact on the employee, would provide employees and management with broader employment opportunities.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved staff developing a transfer agreement among the PSA Board, Board of Supervisors and School Board to compensate for accrued leave liabilities, without direct impact on the employee, would provide employees and management with broader employment opportunities.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

4. Purchase of Additional Roll-off Containers

As reported in the Board packet, staff is recommending the purchase of ten additional 40 yard roll-off containers at a cost of \$39,000. This request is in response to the need to return five containers owned by the Resource Authority which we have been using,

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 10, 2007

replacement of containers previously provided by Cycle Systems, and the growing demand for new roll-off services. It is proposed to pay for these containers through revenue from the direct disposal of metals (collections to date on metals is about \$12,000 in nine weeks with an additional savings of \$2,500 not paid for recycling refrigerators through the Resource Authority).

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved purchase of ten additional 40 yard roll-off containers at a cost of \$39,000.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

5. Joyce Way Waterline

As reported in the Board packet, the PSA has received a request from Mr. Mike Mason to connect three homes to the water line in Joyce Way located on Route 600 (Belspring Road) in the Community of Fairlawn. The existing water line is a 2" galvanized line and it is likely that corrosion has reduced the size of the line during the years. The line is approximately 25 years old with 11 homes on it. The line is approximately 600 feet long and would cost approximately \$25,000 to replace. The PSA Water Department has had to fix leaks in this line recently and is probably getting to the age to cause further problems. The immediate concern is allowing the three new connections and the likelihood that we may experience low pressure problems due to the increased demand. The proposed new connections would be at the end of the line on the Mason property. Staff recommends approval by the PSA board to contract the replacement of this line.

Mr. Loyd requested staff to determine the normal life for a galvanized line and provide an update at the May PSA meeting.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 10, 2007

Mr. Huff suggested the Board of Supervisors be approached by the PSA seeking funding assistance needed for the replacements of old water lines.

By consensus, the Board deferred action on the request to its May meeting to allow for the County Engineer to be present to provide additional information and address any questions or concerns.

6. Sewer Service to Motor Mile Speedway

As noted in the Board packet, Board members were provided a copy of a letter from Clarke Wallcraft authorizing use of water meter readings as a temporary substitute for the installation of sewer metering equipment consisting of a parshall flume and related metering equipment. Like authorization was requested from the PSA Board of Directors.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board authorized use of water meter readings as a temporary substitute for the installation of sewer metering equipment consisting of a parshall flume and related metering equipment.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

7. Texaco Pump Station

As reported in the Board packet, the contractor building the replacement pump station found that the corrosion of the wet well was worse than anticipated. Replacement of the floor was anticipated; however, the walls were corroded by hydrogen sulfide and there was leakage of ground water through wall crevasses. A proper fix required an additional \$25,000 in repair work to grout the sides of the well. Due to the fact that the additional damage could not be determined until the wet well was emptied and once emptied, the repair needed to be done, the additional cost was approved

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 10, 2007

administratively following a conversation with Chairman Huff. Ratification of this additional cost is requested.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the PSA Board ratified administrative action approving the expenditure of \$25,000 in repair work to grout sides of well.

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

Voting no: none.

Not present: Mr. Snead and Mr. Vaughan.

c. Informational Items:

1. Personnel Changes

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

2. Financial Report

Mr. Jones presented a detailed financial report for the PSA.

Board members posed several questions to staff regarding the percentage of funds remaining in the various line items.

3. Garbage Truck Utilization

As reported in the Board packet, staff reported the promised delivery of two new rear load garbage trucks by the end of the month and use of two trucks as compactors at drop centers.

4. Pulaski Central Utility Status

Mr. Lovell provided an update on the central utility status including that the Jim Gilbert agreement had been signed; the Hidden Valley agreement was ready to sign; and considerable progress being made on obtaining easements for Rolling Hills and Orchard Hills.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 10, 2007

5. Member Area Policy

As provided in the Board packet, the Board noted receipt of a copy of the Member Area Customer Policy approved by the NRRRA Board at the January Board meeting. Staff reported the NRRRA is requesting that the policies be distributed to the member representatives and adhered to. The NRRRA indicates they are seeing disposal permits issued by unauthorized personnel and are going to reject those loads.

6. Capital Improvements Plan

As provided in the Board packet, the Board noted receipt of the Capital Improvements Plan.

7. Pine Grove Subdivision Streetlights

As provided in the Board packet, the Board noted receipt of a letter being sent out to property owners asking them for their preferences for the installation of streetlight service.

8. Emergency Response Plan

As provided in the Board packet, the Board reviewed information noting the completion of an emergency response plan for the Water Treatment Plant as required by the Environmental Protection Agency.

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. Other Matters

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 10, 2007

3. Other Matters

Mr. Huber provided Board members with a copy of a response by County Attorney Tom McCarthy to Waste Management in regards to their request to provide private refuse collection services to commercial businesses in Pulaski County.

Mr. Huber reported an incident involving the PSA Refuse Collection crew for which the crew accidentally picked up several UPS boxes that were located near the trash containers and were owned by Mr. Barry Tolbert of Oakview Avenue. Mr. Huber reported the total loss amounted to \$476.65. By consensus, the Board approved reimbursement to Mr. Tolbert in the amount of \$476.65.

Mr. Huber reported the Goodwill Industries had requested they be allowed to assume responsibility for all drop sites currently operated by the PSA. He also advised he expected the Goodwill Industries may also request the purchase of a compactor unit for use by Goodwill Industries.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, May 8, 2007 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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H. W. Huff, Jr., Chairman

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Winston Snead, Secretary