

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
July 10, 2007

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, July 12, 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; Winston Snead; and Hollis Lloyd. Board member Archa Vaughan was unable to attend the meeting. Staff members present included: Peter Huber, County Administrator; Gordon Jones, Finance Director; Robert Hiss, Assistant County Administrator; Brenda Sayers, PSA Bookkeeper; Ronnie Nichols, Director of Fleet Maintenance; and Gena Hanks, Executive Secretary. Also present was Brent Lovell and Dave Ratcliff of the New River Valley Planning District Commission.

1. Citizen Comments

There were no citizen comments at this time.

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 \$1,808.26-.

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

Voting no: none.

Not present: Mr. Vaughan.

2. Inmate Availability Report

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

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  
July 10, 2007

2. Accounts Payable

On a motion by Mr. Mathes, seconded by Dr. Loyd and carried, the Board approved the accounts payable for checks numbered 10901 through 11042, subject to audit.

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

Voting no: none.

Not present: Mr. Vaughan.

3. Private Drive Easement Release Agreement

As presented in the Board packet, Board members reviewed a proposed agreement for the use of private drives by refuse trucks acknowledging that the implementation of the agreement for all locations where PSA trucks are on private rights-of-way would be difficult.

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the agreement, subject to a letter being sent to property owners describing the agreement in detail. A copy of said agreement is filed with the records of this meeting.

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

Voting no: none.

Not present: Mr. Vaughan.

4. Approval of FY 08 Budget

Board members reviewed in detail the proposed budget. As reported in the Board packet, revisions were made to the revenue and contingency portions of the proposed budget, as requested by the Board at its June meeting, as part of a less conservatively estimated budget. The increases in projected revenues were offset by a larger contingency.

Mr. Loyd questioned the decrease in water and sewer revenues and noted his concern for a deficit in the provision of sewer service. Mr. Huber described the decreases by line item and reported efforts to minimize the sewer deficit.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

July 10, 2007

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the FY 08 PSA budget as presented.

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

Voting no: Mr. Loyd.

Not present: Mr. Vaughan.

PSA staff was directed to determine the number of sewer customers and provide an update at the August meeting of the PSA Board.

5. Draper Aden Associates Proposal for Bid and Construction Review of Dispersion Walls in Water Treatment Plant Sedimentation Basins

As reported in the Board packet, Draper Aden had submitted a proposal for further engineering to revise the proposed dispersion walls in the Water Treatment Plant sediment basin.

By consensus, the Board directed staff to review the matter with Water Treatment Plant staff and the county engineer and provide an update at the August PSA meeting.

6. Pump Repairs

As reported in the Board packet, Water Treatment Plant staff arranged for the repair of one of two 300-hp electric motors powering the pumps which move finished water from the water treatment plant into the system. The repairs were completed at a cost of \$15,878.27.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board ratified the expenditure of \$15,878.27 towards repairs to the pump.

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

Voting no: none.

Not present: Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

July 10, 2007

7. Concurrence with Application for Economic Administration Grant for Enhancing the Availability of Water to the Commerce Park

As reported in the Board packet, approval of a resolution and sponsorship of a proposed Economic Development Administration Grant funding 50% of the cost of improving water service to the Commerce Park areas of the county was recommended. Staff also recommended a study be conducted of the cost of increasing the capacity of the existing water treatment plant and transmission lines to the Dublin and Fairlawn areas. This study would provide the PSA with a comparative cost of both options.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the following resolution and sponsorship of a proposed EDA Grant funding 50% of the cost of improving water service to Commerce Park:

Whereas, the Pulaski County Public Service Authority (hereafter "the PSA") was created on September 29, 1969, under the provision of the Virginia Water and Sewer Authority Act (Chapter 28, Title 15.1, Code of Virginia, 1950, as amended), to operate and manage Pulaski County's water and sewer infrastructure; and

Whereas, the PSA has the authority to construct new, replace and operate water and sewer infrastructure in Pulaski County; and

Whereas, a joint project with the City of Radford is being evaluated that will increase water supply to the Dublin area, while also constructing new water and sewer infrastructure in Pulaski County; and

Whereas, grant funding may be available through the Economic Development Administration (EDA) that could fund 50-percent of the project; and

Whereas, the PSA can pursue Rural Development grant and/or loan funding for the additional share of the project costs; now

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

July 10, 2007

Therefore, be it resolved that the PSA encourages the applications be made for funding of this joint project in the name of the PSA And the City of Radford and that Peter Huber, PSA Director, is hereby authorized to sign the applications and all other required documentation associated with the above referenced project on behalf of the PSA.

This resolution shall take effect immediately upon adoption.

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

Voting no: none.

Not present: Mr. Vaughan.

8. Water Service to Subdivision Adjacent to Pulaski Golf Course

As reported in the Board packet, the two options in providing water service to this area are from the Town of Pulaski, which has a water line on Morehead Lane a distance of 1,735 from that portion of the subdivision which would be developed first. The other alternative would involve a connection to the PSA's Pulaski Corporate Center which is 3,250 feet from the nearest point in the development.

Since the matter was initially brought to the attention of the PSA Board, it had been confirmed that extending the existing PSA water line along Route 11 from the Barn would not provide sufficient pressure. It had also been confirmed that Malcolm Booth is agreeable to granting an easement across the property between the water tank and the proposed subdivision.

Board members, county and town staff and developer Mike Slusher discussed the steps the developer would need to take to proceed with the project. Mr. Slusher confirmed that a connection to the Town of Pulaski system would involve the provision of a master meter with the ownership of the water lines to be granted to the PSA.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the PSA Board authorized the developer of the subdivision to take all actions necessary to determine the best possible solution in providing water service to the proposed subdivision.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
July 10, 2007

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

Voting no: none.

Not present: Mr. Vaughan.

Mr. Slusher was directed to determine the capacity of the town system.

9. Refuse Truck Flipper Attachment and Cans

As reported in the Board packet, Ronnie Nichols has researched the cost of initiating a partially automated means of picking up cans. He had determined that Toter sells hydraulic flipper units manufactured locally at Appalachian Machine Rebuild at a cost of approximately \$2,500 per truck (one lift) or approximately \$4,000 per truck (dual lifts). In addition, Toter has a stock of 50 used cans which could be purchased for \$25 each. Staff recommended that a trial program, using one flipper on each of the two newer trucks, be initiated at a cost of approximately \$6,250 and that the initial supply of cans be provided to customers at no cost in order to reduce customer complaints in the event the use of the flipper cans is discontinued. Distribution of the cans would focus on heavily loaded barrel service cans along the routes taken by the trucks on which the flippers are installed.

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the PSA Board approved use of a trial program, at a total cost of \$6,250. Further, staff was directed to survey the overall number of additional flippers and cans which would be needed for County-wide use of the flipper system.

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

Voting no: none.

Not present: Mr. Vaughan.

c. Informational Items:

1. Personnel Changes

As reported in the Board packet, Board members were presented with a copy of recent personnel changes prepared by Norma Spence, Administrative Assistant.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
July 10, 2007

2. Financial Report

As presented in the Board packet, Board members were presented a financial report prepared by Gordon Jones.

3. Projects Update

As presented in the Board packet, the Board received an update from the Planning District Commission and Draper Aden Associates on the various water and sewer projects, including sewer easements and condemnation proceedings.

Mr. Lovell reported the Board of Supervisors is scheduled to hold a public hearing at its July 23, 2007 meeting on the utilization of eminent domain procedures in acquiring easements only through remaining private properties in the Orchard Hills, Rolling Hills, and Vista subdivisions, whose property owners have not granted easements for public sewer installation, and as necessary for public sewer service.

4. Recycling Partnership with Volvo

Mr. Huber reported on interest by Volvo in establishing a recycling center. Board members directed staff to continue to work with Volvo to determine the feasibility of such a partnership.

5. Employee Recognition

As provided in the Board packet, Board members reviewed a letter from a Pulaski County resident expressing appreciation to PSA employee Jerry Taylor for assistance Mr. Taylor provided recently.

6. Waste Industries Disposal Payments

As reported in the Board packet, Bookkeeper Brenda Sayers and the county administrator met with representatives of Waste Industries to address ongoing concerns by both parties regarding a delinquency in their disposal bills. The issue is a payment of \$1,249.56 amount for which the company has record of a check being written on April 30, 1999 which cannot be found as a credit in the PSA's history for this account. Staff agreed to adjust the amount owed by the company (including

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

July 10, 2007

penalty and interest) upon receipt of the cancelled check or other documentation indicating the money had been transferred to the PSA account. The company is researching the matter.

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. Water Treatment Plant Dispersion Wall Design
4. Installation of back-up generators at sewer pump station
5. Replacement of Texaco sewer pump station
6. Skyview/Fairgrounds/Commerce Park sewer preliminary engineering

3. Other Matters

Mr. Huber presented details on a Household Hazardous Waste Collection event to be held on August 11 in Radford.

Mr. Huber distributed an updated agreement by and between the PSA and Hidden Valley Camping Club.

Mr. Huber reviewed e-mail from Rick Holder expressing concerns regarding the PSA's mandatory garbage billing practices.

Mr. Huber reviewed with the Board a letter to a former PSA employee regarding a notice of termination.

Mr. Doug Phillips of Southeast Rural Community Assistance Project (SERCAP) requested sewer service to the area between Snyder Lane and Alum Spring Road.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, August 14, 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