

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, September 11, 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; Winston Snead; and Douglas Warren. Board members Hollis Loyd and Archa Vaughan were unable to attend the meeting. Staff members present included: Peter Huber, County Administrator; Gordon Jones, Finance Director; Robert Hiss, Assistant County Administrator; Ron Coake, County Engineer; Brenda Sayers, PSA Bookkeeper; Ronnie Nichols, Director of Fleet Maintenance; and Gena Hanks, Executive Secretary. Also present was Brent Lovell of the New River Valley Planning District Commission.

1. Citizen Comments

Stan Moran submitted an "Opinion of Probable Construction Cost for the Draper West Water Storage Tank" for review by the PSA Board.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion of Mr. Mathes, seconded by Dr. Warren and carried, the Board of Directors approved customer credit adjustments in the amount of \$4,086.88-.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

2. Inmate Availability Report

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

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
September 11, 2007

4. Work Order Count

The following pickups were reported as pending: Pickups pending: 13 brush; 12 large; 0 tire(s); 1 refrigerator(s).

5. Drop Site and Landfill Totals

The following drop site totals were presented:

**DROP SITE TOTAL
FOR THE MONTH OF AUGUST 2007**

Site	Trips	Tons	Tons per haul
Dora Highway	52	113.28	2.19
Dublin	51	217.92	4.28
Fairlawn	9	58.81	6.54
Totals	112	390.01	3.49

There was no landfill total report for this meeting.

b. Action Items:

1. Minutes of Previous Meeting

On a motion by Mr. Mathes, seconded by Mr. Snead, and carried, the Board approved the August 14, 2007, minutes as presented.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

Abstaining: Dr. Warren.

2. Accounts Payable

On a motion by Mr. Snead, seconded by Dr. Warren and carried, the Board approved the accounts payable for checks numbered 11209 through 11269 and 11292 through 11308, subject to audit.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

3. Request for Placement of Gravel on Pepper's Ferry Loop

As reported in the Board packet, staff presented a request from Kathy Patterson of 7480 Old Pepper's Ferry Loop for the placement of gravel on the alley behind Pepper's Ferry Loop. Staff advised her request is based in part on the use of this alley by PSA garbage trucks and that in the past, we have looked at this situation and found that it would be difficult to serve this area without using the alley.

Mr. Huff suggested consideration to trash being placed in one central location. Staff explained the difficulty of this option due to the location of many of the homes.

Mr. Huber suggested PSA Board members review the alley in question prior to making a decision on the request.

By consensus, the Board denied the request for PSA maintenance of the alley and directed the staff to send a letter to residents suggesting residents maintain the road due to its private road status. Further, staff was directed to include in that letter a suggestion that the residents also consider the creation of a homeowners association with the PSA offering assistance in forming a homeowners association.

4. Ratification and/or Approval of Contracts, Change Orders, Etc. - Notice of Award & Change Order – Thornspring Water Tank Interior & Schrader Hill Water Tank Exterior Painting

As presented in the Board packet, staff presented a request for ratification of a notice of award with Southern Corrosion in the amount of \$97,526.00 for the surface preparation and painting of the interior and exterior of the Thornspring Water Tank and the interior and exterior of the Schrader Hill Pressurized Storage Tank.

By consensus, the Board ratified the change order requested by staff. Staff noted plans to recommend accepting Option 3 (20' tank) for the Draper West Water Storage Tank.

5. Cost Estimate for Sewer Line for Fairgrounds

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved polling the Fairgrounds and

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

Skyview Subdivision homeowners to determine their interest in extending sewer lines to serve this area. Mr. Coake was requested to update the cost estimates for the proposed sewer extension.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

6. Flushing of Fire Hydrants

As reported in the Board packet, staff continues to have difficulty in flushing fire hydrants. Staff advised in order to abide by Health Department standards and to keep residents from getting sediment in their home plumbing, this work needs to be done between 10:00 p.m. and 6:00 a.m. After being unsuccessful in soliciting help from fire departments, the staff are taking applications for hiring two individuals at \$12 per hour for an estimated four weeks (estimated cost of \$4,200), while also soliciting proposals from private contractors. Mr. Coake reported receipt of a bid of \$45,000 to have the work completed; however, the PSA Board noted this was economically unacceptable and declined to accept the bid.

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board authorized staff taking whatever action necessary to get the work completed in a manner that is most economical by the PSA.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

7. Fatz Sewer Line

As reported in the Board packet, there are three items needing attention in relation to the development of the Fatz restaurant being built off of Route 100 between Wal-Mart and I-81.

- a. Sewer Force Main – As reported in the Board packet, the restaurant is being located directly adjacent to the sewer force main exiting the recently rebuilt sewer pump

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

September 11, 2007

station. In addition, grading work being done on the lot will cover the line with approximately ten feet of soil. Thus, the Fatz developers have agreed to relocating this line.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the revised location upon receipt of a revised easement.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

- b. Odors – As reported in the Board packet, the restaurant will be located about 100 feet from the pump station and it is expected that odor control equipment will need to be installed at the pump station. Ron Coake is researching various options with approval of a specific remedy to be reviewed by the PSA Board.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved staff taking actions to remedy the odor problem.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

- c. Pump Station Easement – As reported in the Board packet, the surveyors have advised that there are some errors in the deed to the pump station lot. While we have not been able to confirm matters, it is likely that a deed correction will need to be approved. Approval to a deed of correction is recommended.

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board approved taking whatever actions needed to correct the deed.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

8. Carry-Over

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the following carryover expenditures to FY 08:

PSA Fund #1

Account Number	Account Title	Amount Increase (Decrease)
<u>REVENUES:</u>		
041999-000	Use of Fund Balance	\$ 211,318.00
	TOTAL	\$ 211,318.00
<u>EXPENDITURES:</u>		
94100-8105-008	Refuse Trucks - (Carry-over from FY 07)	\$ 43,200.00
94100-8112-000	Water Treatment Plant Improvements (Carry over from FY 07)	38,118.00
94100-8115-000	Water Tank Painting (Carry-over from FY 07)	50,000.00
94100-8115-001	Pump Station Removal (Carry-over from FY 07)	20,000.00
94100-8115-002	Water Line at Timberlane (Carry-over from FY 07)	50,000.00
94100-8150	Pump Station Roof Repair (Carry-over from FY 07)	10,000.00
	TOTAL	\$ 211,318.00

Inter-department Transfers-
#1

Account Number	Account Title	Amount Increase (Decrease)
<u>REVENUES:</u>		

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

		TOTAL	\$	-
<u>EXPENDITURES:</u>				
42310-1170	Residential Refuse-Salaries and Wages		\$	
			(21,896.00)	
42310-1370	Residential Refuse-Part-time Salaries and Wages		(42,053.00)	
42310-2100	Residential Refuse-FICA		(4,892.00)	
42310-2210	Residential Refuse-VRS		(2,522.00)	
42310-2400	Residential Refuse-Group Life Insurance		(248.00)	
42310-2220	Residential Refuse-Health Care Credit		(160.00)	
42310-2300	Residential Refuse-Health Insurance		(9,414.00)	
42310-2310	Residential Refuse-HRA		(1,380.00)	
42330-1170	Commercial-Salaries and Wages		(25,061.00)	
42330-1370	Commercial-Part-time Salaries and Wages		24,720.00	
42330-2100	Commercial-FICA		(26.00)	
42330-2210	Commercial-VRS		(2,887.00)	
42330-2400	Commercial-Group Life Insurance		(283.00)	
42330-2220	Commercial-Health Care Cr		(183.00)	
42330-2300	Commercial-Health Insurance		(4,440.00)	
42340-1170	Roll-off-Salaries and Wages		46,957.00	
42340-1370	Roll-off-Part-time Salaries and Wages		17,333.00	
42340-2100	Roll-off-FICA		4,918.00	
42340-2210	Roll-off-VRS		5,409.00	
42340-2400	Roll-off-Group Life Insurance		531.00	
42340-2220	Roll-off-Health Care Cr.		343.00	
42340-2300	Roll-off-Health Insurance		15,234.00	

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

Mr. Huff.

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

9. Bear Proof Dumpster

As reported in the Board packet, Ronnie Nichols had found a dumpster with a metal lid already owned by the PSA and that dumpster was moved to the Blackberry Drive area. Unfortunately, the metal lid was bent up by the bears. Thus, we are back to the need to purchase another dumpster for this purpose. During this time, the cost has been more accurately determined to be \$900.

By consensus, the Board approved purchasing a dumpster or whatever equipment is necessary to prevent bears from entering the dumpster.

10. Commerce Park Water Supply

As reported in the Board packet, the Commerce Park Participation Committee continues to evaluate options for funding improved water service to Park. In doing so, they would like some type of written agreement describing the reservation of capacity and a means of sharing construction costs based on anticipated benefits to both the PSA and the Commerce Park.

Mr. Huff expressed concern over the potential inability for the PSA to be unable to serve a larger plant, should such a plant locate at the Commerce Park.

The PSA Board directed staff to continue to work with the Commerce Park Committee and provide updates to the PSA Board as they occur.

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
September 11, 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 on the various water and sewer projects, including sewer easements and condemnation proceedings.

4. Report on Balance Due for Water & Garbage

No report was given at this meeting.

5. Summary of NRV Recycling Site Plan

As presented in the Board packet, a summary was provided by Steve Pierett of Volvo of the current plan for on-site public recycling. The Board reviewed the plan, but offered no additional comments.

6. Water System Improvements

Mr. Stan Moran advised the proposed subdivision adjacent to Pulaski Country Club had been put on hold.

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

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved granting Bob Thomas an extension for 60 days to sign the

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 11, 2007

easement for the sewer line, following Mr. Thomas having the line properly tested.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved writing off the penalty only of the account of Mary Boardwine (who is recently deceased) due to Ms. Boardwine having been a participant in the Tax Relief for the Elderly Program and due to her health status prior to her death.

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

Voting no: none.

Not present: Mr. Loyd and Mr. Vaughan.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, October 9, 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