

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2007

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, December 12, 2008 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; Hollis Loyd, Winston Snead; and Douglas Warren. Staff members present included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Gordon Jones, Finance Director; Ron Coake, County Engineer; Brenda Sayers, PSA Bookkeeper; and Tammy Safewright Administrative Assistant. Also present was: Lester Maupin and Brent Lovell of the New River Valley Planning District Commission.

1. Citizen Comments

Chuck Vaughan Billing Matter – It was reported that Mr. Vaughan was requesting a change in the billing date cycle for PSA bills or an extension of the due date before penalty and interest charges are assessed. Board members concurred that the current billing practices would remain.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of \$3,277.36- as corrected from the original amount noted in the PSA packet.

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

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 November with approximately five reporting on Mondays.

3. Balance Due & Lien Report

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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. Mr. Loyd questioned the water and sewer balances over 90 days past due and if these accounts were uncollectible. Ms. Sayers stated that some have moved and are uncollectible; however, other accounts have been cut off from water service. Mr. Huff also questioned the cutoff of commercial accounts as discussed at the November meeting. Ms. Sayers was asked to proceed with liens on those accounts immediately. Questions also arose regarding the large balances by Magnox and New River Industries. Mr. Huff requested Ms. Sayers also proceed with liens on those accounts. The Board also requested that a listing be prepared for the January meeting outlining all accounts that are past due.

4. Work Order Count

The following pickups were reported as pending: Pickups pending: 3 brush; 6 large; 0 tire(s); 0 refrigerator(s).

5. Drop Site and Landfill Totals

The following drop site totals were presented:

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

Site	Trips	Tons	Tons per haul
Dora Highway	52	96.69	1.86
Dublin	38	96.56	2.55
Fairlawn	15	60.71	4.05
Totals	105		

The following landfill tonnage totals were presented:

County Landfill Tonnage
(County customers & Refuse Department Haulers)
(for the Month of November 2007)

Commerical	Residential	Tires	Brush
2,189.06	1,056.94	1,472	117.55

b. Action Items:

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1. Minutes of Previous Meeting

On a motion by Mr. Mathes, seconded by Dr. Warren, and carried, the Board approved the November 13, 2007, minutes as presented.

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

Voting no: none.

Not present: Mr. Vaughan.

2. Accounts Payable & Budget Adjustments

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the accounts payable for checks numbered 11612 through 11680, subject to audit.

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

Voting no: none.

Not present: Mr. Vaughan.

3. Advances from Board of Supervisors

Mr. Huff raised concerns over the payoff of the two loans to the County as outlined by Mr. Jones in the amount of \$163,462 financed at 0% interest and \$129,599 financed at 5% (Balances as of June 30, 2007). The Board requested that the matter be tabled until the January 08 meeting for further discussion.

4. ATK Water Sales & Purchase Agreement

Mr. Coake reported that ATK cancelled their agreement with the PSA for the sale of water. Although the change will not impact the ability to provide for existing water demands, it will impact the ability to keep fresh water in the lines. The Board proposed the sale of water by the PSA to RAAP as an alternative based on the Regional Water Project. Mr. Coake stated that the plant at the arsenal was not in good condition and that they were losing money by selling it to the PSA.

5. Request for Use of PVC Service Lines

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Mr. Steve Crawford of Crawford Builders and Developers requested that the Board consider PVC pipe for use in water lines as opposed to the current copper lines. Mr. Crawford stated that they were currently working on providing water to approximately 150-155 homes in the Heron's Landing area with the potential of up to 400 homes. He reported that the cost of copper was constantly increasing and has more than quadrupled since the last phase of their development. He provided an outline of PVC versus copper lines noting that he understood the PSA's concerns were the location and detection of the lines. Mr. Spraker of Spraker Construction stated that a copper wire could be placed along side of the PVC lines during construction, which would allow for their location. Mr. Huff asked if the lines could be wrapped and Mr. Spraker responded that they could; however, that would increase the labor costs. Mr. Crawford noted that several adjacent localities had switched to the PVC pipe because of the increasing costs of copper and the ready availability of the PVC pipe. He noted that in this development alone approximately \$11,000-\$15,000 would be saved by using PVC pipe.

Mr. Coake stated that his concerns with the PVC pipe versus copper is the location issue coupled with the fact that his employees prefer to use the copper lines. It was the County Engineers recommendation to remain with copper lines noting that the PSA would eventually have to move to PVC due to cost issues; however at that point it was hoped that a graphite line could be embedded in the PVC line, thus ensuring easy location.

Mr. Huff recommended continued use of the copper line with no motion due to the fact that the PSA was continuing with their current regulations, noting that the PSA would investigate the costs and advantages in the future.

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.

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2. Financial Report

As presented in the Board packet, Board members were presented a financial report prepared by Gordon Jones. Mr. Mathes questioned insurance costs. Mr. Jones stated that the \$5,000 cost was inclusive of both motor vehicle and property insurance and that the account was actually \$1,400 to the good.

3. Regional Water Project

As reported in the Board packet, staff has been working with the City of Radford on various alternatives.

4. Commendation of PSA Staff

A letter from Mr. James Whited commending the PSA the PSA Staff for their assistance during the installation of water/sewer laterals to the Polyester Mobile Home Park was shared.

5. Disclosure of Conflict of Interest

Disclosure of Conflict of Interest forms were distributed to the PSA Board and it was noted that the deadline for filing of the forms was January 15, 2008.

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

No other matters were reported.

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4. Adjournment

On a motion by Mr. Loyd and seconded by Dr. Warren, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, January 8, 2008 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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

Voting no: none.

Not present: Mr. Vaughan.

H. W. Huff, Jr., Chairman

Winston Snead, Secretary