

# PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

July 8, 2008

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, July 8, 2008 at 9:00 a.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: H.W. Huff, Jr., Chairman; Carl Mathes; Douglas Warren; Hollis Loyd; and Maynard Sayers. Also present was Frank Conner, Alternate PSA member. Staff members present included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Ron Coake, County Engineer; Brenda Sayers, PSA Bookkeeper; Ron Nichols, Director of Fleet Maintenance and Operations; and Gena Hanks, Executive Secretary.

Mr. Huff welcomed new Board member Maynard Sayers and new alternate Board member Frank Conner.

1. Citizen Comments

There were no citizen comments.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of (\$2,191.49).

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

Voting no: none.

2. Inmate Availability Report

No report was provided.

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

Pickups pending: 29 brush; 11 large item; 2 tires; 1 refrigerator.

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5. Drop Site and Landfill Totals

The drop site totals and county landfill tonnage reports for the month of June were reported as follows:

**Drop Site Total  
(for the Month of June 2008)**

Site	Trips	Tons	Tons per haul
Dora Highway	42	76.03	1.81
Dublin	40	124.69	3.12
Fairlawn	11	54.42	4.95
<b>Totals</b>	93	255.14	2.75

**County Landfill Tonnage  
(County customers & Refuse Department Haulers)  
(for the Month of June 2008)**

Commercial	Residential	Tires	Brush
2,275.63	1,192.47	4,149	44.97

b. Action Items:

1. Minutes of Previous Meetings

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the minutes of the June 10, 2008 Board meeting.

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

Voting no: none.

2. Accounts Payable & Budget Adjustments

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved the accounts payable for checks numbered 8000776 through 8000899, subject to audit.

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

Voting no: none.

3. Magnox Disposal Fees

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As reported in the Board packet, Magnox has been allowed to dispose of sludge from their on-site treatment of industrial sewage without paying the PSA surcharge or the rebate fee. Staff is requesting approval of this request based on the use of this material as daily cover and appreciation of Magnox efforts in addressing sewage disposal issues through on-site treatment rather than utilization of the public sewage system

On the motion of Dr. Warren, seconded by Mr. Loyd and carried, the Board approved waiving the surcharge and rebate fee, subject to the landfill not charging the PSA more than Magnox pays the PSA.

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

Voting no: none.

4. Pulaski County – VRA Loan 2004

As reported in the Board packet, the refinancing of utility debt which took place in 2004, also involved the transfer of County assets, as well as debt to the PSA. All but approximately \$200,000 was used to offset debt previously incurred at higher interest rates. Staff recommended that this remaining balance be drawn down either to be used to pay off the County loan, to repair existing water lines, or to offset the cost of service to new customers.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the draw down of the remaining balance to be used as specifically directed by the PSA Board.

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

Voting no: none.

5. Request for Replacement of Trash Can

As reported in the Board packet, a request had been received from Mr. Michael Moose requesting replacement of a trash can which was discarded by the PSA Refuse crew. Staff recommended paying half of the \$80 replacement cost, if Mr. Moose will begin using a plastic container or trash bags so as to

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make it easier to pick up his trash and to avoid a similar situation in the future.

By consensus, the Board approved county staff resolving these types of issues and approved crediting Mr. Moose's account by \$40 based on the removal of a wanted item and not replacement of a trash can.

6. Newbern Sewage Pump Station No. 2

As reported in the Board packet, this pump station, is located adjacent to the Fatz restaurant. There were two deeds recorded for the pump station site with one of the deeds encroaching on the property of the Fatz Restaurant. Board members were provided with an e-mail from the surveyor which describes the events that may have lead to these conflicting deeds being recorded, as well as copies of the plats for these two deeds. Staff believes that the plat dated March 12, 1986 is the correct plat based on the location of the pump station. This deed was dated April 8, 1986. The plat dated December 3, 1985 was completed and signed on January 30, 1986. This deed includes a statement as follows; Whereas the exact location for the pump station is yet to be finally determined to the satisfaction of the PSA and Evelyn R. Alexander; and Whereas, both parties acknowledge that it is necessary to begin construction - while the exact location and size of the pump station is determined - which indicates they did not determine the exact location and this deed was inadvertently recorded along with other deeds. The deed with the plat dated December 3, 1985 is located on the Fatz Restaurant property and they are requesting the deeds be corrected to eliminate the deed on their property.

On the motion of Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved eliminating the deed dated December 3, 1985 and signed on January 30, 1986, subject to attorney review and concurrence.

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

Voting no: none.

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7. Notice of Health Department Water Quality Violation -

Mr. Coake advised that the Water Treatment Plant had received a notice of violation and that a public notice is being issued.

Mr. Coake advised the recent discoloration in the water could be as a result of the recent high temperatures and the change in the pH levels in the water.

Ms. Sayers advised staff was making a few minor adjustments on bills as a result of the flushing out of the water.

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.

2. Financial Report & Budget Adjustments

As presented in the Board packet, Board members were provided a financial report and budget adjustments as prepared by Nancy Burchett.

3. Utility Projects

As provided in the Board packet, Board members were presented the most recent progress reports.

4. Report on Water and Sewer Customers

Mr. Huber provided the following report:

<b>Summary of PSA Accounts</b>	
Residential Water Customers	4,006
Residential Water Non-Users	66
Multi-Family Water Customers	68
Multi-Family Water Non-Users	0
Subtotal Residential Water Customers	4,140
Commercial Water Customers	238

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Industrial Water Customers	0
Municipal Water Customers	3
Subtotal Non-Residential Water Customers	241
Total Water Customers	4,381
Residential Sewer Customers	587
Residential Sewer Non-Users	54
Multi-Family Sewer Customers	0
Multi-Family Sewer Non-Users	0
Subtotal Residential Sewer Customers	641
Commercial Sewer Customers	80
Industrial Sewer Customers	0
Municipal Sewer Customers	0
Subtotal Non-Residential Sewer Customers	80
Total Sewer Customers	721
Residential Refuse Customers	0
Residential Low-Volume Customers	
Residential Refuse Non-Users	0
Multi-Family Refuse Customers	0
Multi-Family Refuse Non-Users	0
Subtotal Residential Refuse Customers	0
Commercial Refuse Customers	0
Industrial Refuse Customers	0
Municipal Refuse Customers	0
Subtotal Non-Residential Refuse Customers	0
Total Refuse Customers	0
Residential Streetlight Customers	0
Commercial Streetlight Customers	0
Industrial Streetlight Customers	0
Municipal Streetlight Customers	0
Total Streetlight Customers	0
Total All PSA Customers (Including duplicate services)	5,102

Mr. Loyd requested staff determine the total number of households in the county and how many possible customers are being served.

Dr. Warren requested staff determine possible community development authority areas for sewer customers and provide an update at the August meeting.

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5. Tax Relief Criteria

Mr. Huber provided Board members a copy of the Tax Relief for the Elderly criteria used in granting tax relief for the elderly.

Mr. Huber recommended the use of the criteria for tax relief for the elderly in granting relief from penalty and interest on delinquent water and sewer billing if and when all usage and non-user fees are paid in full.

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the Board approved using criteria for tax relief for the elderly in granting relief from penalty and interest in delinquent water and sewer billings when such accounts are otherwise paid in full.

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

Voting no: none.

6. Citizen Complaint re: Dumpster Usage

As reported in the Board packet, staff received a complaint from Mr. Ray Bessler regarding the requirement that customers use PSA refuse collection services. Board members were provided documentation of the PSA's exclusive franchise status in providing all refuse services in Pulaski County. Mr. Huber advised action to administratively relax the requirement to use PSA roll-off service for construction debris for the following reasons:

- a. Servicing what can be sporadic demand for roll-off service for construction debris can sometimes complicate service to our regular customers.
- b. It is preferable to work with private sector vendors than to lock them out of serving any Pulaski County customers, in the event we would need their assistance in serving our regular customers.
- c. A hard line position forcing 100% use of PSA services in all cases would be difficult for the public to understand or accept.

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The PSA Board noted a preference for the PSA to provide services whenever practical based on the availability of equipment.

7. 2008 Tri-State Solid Waste Rate Report

As reported in the Board packet, Board members were provided a copy of the 2008 Tri-State Solid Waste Rate Report.

Staff was requested to obtain an electronic version of the report from Draper Aden Associates if possible in order to allow for reorganization and ranking of comparative charges.

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

3. Other Matters

Mr. Nichols provided an update on the recent accident involving a PSA truck.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, August 12, 2008 at 9:00 p.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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H. W. Huff, Jr., Chairman