

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, September 14, 1998, at 9:00 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H. W. Huff, Jr., Chairman; Morris; Winston Snead and Archa Vaughan, Jr. Absent: J. Mack Baker. Staff members present included County Administrator, Joseph N. Morgan; County Engineer, Ronnie Coake; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

Mr. Alfred Snavley expressed concerns regarding the \$50.00 water reconnection fee which he had to recently pay in order to not have his water turned off. He advised he had a good payment history and did not receive a delinquent letter on his delinquent amount. He requested the Board to credit his utility account with the \$50.00 payment. Staff also noted it had no record of the courtesy delinquent letter notice not being sent or received.

Staff noted that a citizen complaint form had been completed recently and was included in the board packet for this meeting.

Chairman Huff advised the PSA Board had to be consistent with policies. He further pointed out that there had been almost a 60-day gap in payments on his account and this was the reason for the water cut-off.

The Board took no action on Mr. Snavely's request.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports

An update was provided on current inmate availability. Mr. Vest noted a shortage of inmates for the past month.

2. Balance Due Report

A current balance due report was reviewed by the Board of Directors.

3. Adjustments

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that adjustments totaling \$5,154.03 be approved.

Voting yes: Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

4. Lien Report

An update on current liens was reported by Mr. Vest. Mr. Vest reported one lien had been paid off during the past month.

5. Collections Report

The Board reviewed the collection report, as prepared by Larry Vest, reporting the following pickups scheduled: 12 brush, 23 large items, 9 tires and 14 refrigerators.

b. Claytor Lake Sewer Service Update

The Board reviewed a recent newsletter sent to affected residents at Claytor Lake concerning the sewer odor problems. In addition, staff updated the Board on items discussed at a citizens meeting held on September 10, 1998.

The Board requested staff to continue to monitor the problem and report any progress made at future Board of Directors meetings.

c. Polyester Park Sewer Connections

County Engineer, Ronnie Coake, advised that Mr. Whited, owner of Polyester Park, had begun construction for sewer and water service to the Park. Staff was instructed to acquire easements from the IDA for the sewer lines through the Polyester Park and notify Mr. Whited of PSA previous actions via copies of the minutes for previous PSA meetings.

d. Additional Large Item Collection Truck & Staff

County Administrator, Joseph Morgan, advised of a recent Request for Proposal (RFP) advertisement for the purchase of an additional refuse truck. In addition, Mr. Morgan reported staff was currently evaluating the addition of a driver and sanitation worker devoted solely to special pickup operations and illegal dump clean ups.

The Board directed staff to advise of the additional costs for the additional truck and personnel and provide a recommendation on funding for the additional truck and personnel.

e. NRRA vs. PSA Landfill Charges

The Board of Directors reviewed information regarding clarification on the \$5.00 surcharge at the landfill. Staff advised the landfill bills would be stamped to note that the \$36.50 tipping fee is not the entire cost of the landfill charges.

f. October & November Meetings Date Change Due to Holiday & VACo Meeting

The Board of Directors set the October meeting of the Board of Directors for October 19, 1998 and the November meeting for November 2, 1998 due to the holiday in October and staff attending the Virginia Association of Counties meeting in November.

g. RAAP Utilities

Staff advised that Radford Army Ammunition Plant (RAAP) is seeking proposals for operating their water and sewer utility service.

The Board of Directors expressed no desire for staff to respond to the RFP from Radford Arsenal, but noted that the matter should be periodically reviewed. The Board acknowledged the effectiveness of the current water purchase agreement with RAAP.

h. Personnel Changes:

The Board reviewed recent personnel changes as reported by Management Services Director, Nancy M. Burchett.

i. Ratification:

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors ratified the following items:

Voting yes: Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

1. Wurno Sewer Line Manhole Replacement Change Order #1 - \$850

The Board of Directors ratified Change Order #1 in the amount of \$850 with Dixon Contracting for the Wurno sewer line manhole replacement.

2. New River Industrial Park Water & Sewer Extension

The Board of Directors accepted staff recommendation to award the New River Industrial Park water and sewer extension contracts to Central Builders for Part A in the amount of \$226,799.20 and to Dixon Contracting for Alternate Bid B in the amount of \$62,250.00. Said bids being the lower bids received. The Board approved these awards with the understanding that the Board of Supervisors and/or the Industrial Development Authority will incur the costs involved on this project.

j. PFRWTA Report

County Engineer, Ronnie Coake, reported at the last Peppers Ferry Regional Wastewater Treatment Authority meeting items discussed included a request from the Town of Dublin for the acquisition of additional capacity in the New River Pump Station and a consent order with VOLVO regarding flow limits.

k. PCSA Report

Mr. Snead advised the Pulaski County Sewerage Authority at its last meeting had reviewed plans for the development on Madison and Radford Streets in Fairlawn.

1. Informational Items:

1. NRRA Items of Information

There were no items of information regarding the New River Resource Authority at this meeting.

2. Commendation

The Board reviewed a letter from Wayne McGlothlin of Century 21 commending Refuse Supervisor, Larry Vest.

3. Complaints

The Board of Directors reviewed citizen complaint forms from Mr. Alfred Snavelly and McDonald's Restaurant in Dublin. Mr. Snavelly's complaint was discussed under citizens comments. The Board took no action regarding the McDonald's Restaurant complaint. Said complaint requesting payment for damages to an enclosed wall and door at the Dublin McDonald's.

k. Current Authorized Projects:

- Dunkard's Bottom Water Survey
- Morgan Farm Road Water Line Extension
- Review of Garbage Service Privatization Options
- Claytor Lake State Park Sewer Extension
- Cloyd's Mountain Sewer Extension Design
- Pond Lick Hollow Water Line Extension
- New River Industrial Park Water & Sewer Extension
- Riverwood Water Extension
- Virginia Mobile Home Park Water and Sewer Feasibility Study

The Board reviewed the above listing of current authorized projects.

3. Approval of Minutes of August 10, 1998

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the minutes of August 10, 1998, as presented.

Voting yes: Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.
Absent: Mr. Baker.

4. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the accounts payable listing for checks numbered 4265 through 4337, subject to audit.

Voting yes: Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.
Absent: Mr. Baker.

5. Executive Session – 2.1-344(A)

The PSA Board of Directors held no executive session at this meeting.

6. Other Matters

Staff was requested to provide the Board information on additional postage costs included in the FY 99 budget and information on returned postage for PSA remittance envelope.

The Board also requested staff to confirm that any subsidy needed for the Claytor Lake water and sewer line extensions would be reimbursed by the county general fund.

7. Adjournment

The Board adjourned the meeting until the next regular scheduled meeting. The next regularly scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, October 19, 1998 at 9:00 a.m. in the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

H. W. Huff, Jr., Chairman

Archa Vaughan, Vice-Chairman