

## PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS

August 14, 2012

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, August 14, 2012 at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: Doug Warren, Chairman; Hollis Loyd, Secretary/Treasurer; Nancy Burchett; and Dave Dean. Board member and Vice-Chairman Pete Crawford was unable to attend the meeting.

Staff members present included: Peter Huber, County Administrator; Jared Linkous, County Engineer; Diane Newby, Finance Director; Ron Nichols, Director of Operations, Transportation and Maintenance; and Gena Hanks, Executive Secretary.

Dr. Warren called the meeting to order and welcomed those in attendance.

Mr. Huber advised of the need to add to the agenda a request for waiving penalty and interest fees associated with the Baskerville project. Mr. Huber also advised of a report to be presented related to a request for sewer service in the Newbern Heights community.

### 1. Citizen Comments

Ms. Brenda Blackburn inquired as to the status of the placement of the new PSA decals on the PSA vehicles. Mr. Nichols advised the decals would be placed on the vehicles in the near future.

Ms. Blackburn advised of having been contacted by PSA employees regarding inequities in the tokens of appreciation presented to recent retirees, as well as having been contacted regarding PSA employees transporting family members in county vehicles. Mr. Huber requested Ms. Blackburn contact him directly when issues arise involving PSA personnel. Mr. Dean requested Ms. Blackburn be prepared to provide dates, times, locations, and names of any future similar occurrences.

Ms. Blackburn inquired regarding the Town of Dublin annual settlement and expressed concern that the PSA forgave fees related to the annual settlement.

Mr. Morgan Morris expressed appreciation for the "good job" by the PSA in picking up trash throughout the county. Mr. Morris recommended Ms. Blackburn carry a camera and take pictures of incidents of concern. Mr. Morris presented pictures of a dumpster on Raspberry Lane located near Rock House Marina, which pictures indicated overflowing of garbage onto the ground and into the waters. Mr. Morris also shared pictures of a drop site in Austinville. Mr. Morris requested the PSA control the site around the container at Raspberry Lane. Mr. Nichols explained the purpose for the location of the container was due to Raspberry Lane being a private road and the inability of trash trucks to

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turn around on the dead end road. Ms. Burchett suggested consideration to some type of "violation" signage and the possibility of having Jamie Radcliffe, Code Enforcement Officer, monitor the site. Mr. Dean acknowledged the pictures of the site were "unsightly". Mr. Loyd inquired if a roll-off could be put at the site. Mr. Nichols offered to review this request.

Dr. Warren noted the Carroll County site shown in the photos presented was a manned site, where the site shown in the pictures on Raspberry Lane was an unmanned site. Mr. Morris requested "barriers" be placed at the site to prevent trash from falling into the stream. Mr. Nichols offered to discuss the matter with the property owners of the private road.

Mr. Morris inquired as to the status of improving the drop sites to allow for recycling bins to be dropped down for citizens. Mr. Nichols advised the PSA Board had authorized bidding of the purchase of nine new containers for the drop sites and staff was presently working on the specifications, with bids expected to be sent out towards the end of the week of August 13, 2012. Mr. Morris inquired as to the potential for placing video cameras at the sites. Shawn Utt shared the difficulty with night vision cameras in capturing license plate numbers due to glare off the reflective plates.

Mr. Garland Campbell presented information supporting his request for the removal of fluoride from PSA water. Mr. Campbell expressed concern that the infusion of fluoride in PSA water affects the nervous system, fetus development, etc. Mr. Campbell requested the Board take action to remove fluoride from PSA water.

Waiver of Penalty and Interest Fees for Contractor of Baskerville Project

Shawn Utt described a request for waiver of approximately \$300 in penalty and interest fees by the contractor for the Baskerville Housing Rehabilitation project. Mr. Utt advised the fees were assessed as a result of the delay in payment by the contractor; however, funds received by the county for subsequent payment to the contractor were delayed due to the grant payment process. Mr. Utt noted the contract with the Baskerville contractor did not include payment of any penalty and interest fees and Mr. Utt recommended the waiver of the fees.

On a motion by Mr. Dean, seconded by Ms. Burchett and carried, the Board approved waiving of penalty and interest fees of close to \$300 to the contractor for the Baskerville Housing Rehabilitation project.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

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Request for Sewer Service in Newbern Heights

Mr. Huber explained a request by a resident for sewer service in the Newbern Heights subdivision and described the PSA process for extending new sewer service to areas in the county.

Mr. Huber discussed the upcoming public hearing to consider rate increases and how rates would allow for the PSA accommodating a specific project. Mr. Huber advised the resident making the initial request planned to discuss the matter with the residents of Newbern Heights. Mr. Loyd inquired as to the sewer service presently at Newbern Heights. Mr. Huber advised the Town of Pulaski provides water service; however, the residents have septic systems. Mr. Linkous described the potential sewer line location, should sewer service be provided to the Newbern Heights Subdivision.

Staff was directed to place review of this matter on a future agenda, once confirmation is received that several residents are interested in public sewer service.

2. Finance

a. Follow-up from previous Board Meetings:

1. Proposed Rate Changes, Question & Answer Fact Sheet & Scheduling of Public Hearing

Board members were provided a copy of the final version of the fact sheet in the Board packet. Staff was directed to send a final version of the fact sheet to Jim Bell for inclusion on the county's web page.

2. Maps showing Potential Growth

As reported in the Board packet, staff continues to work on this request. Board members directed staff to provide the requested information at the September PSA meeting.

3. Savings from Negotiations with APCo

As reported in the Board packet, staff has not yet received accounting information from the Virginia Association of Counties (VACo) regarding savings from joint negotiation of electric rates. Board members requested the information be provided at the September PSA meeting, if provided by VACo.

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4. Letter responding to Dublin Water Settlement

Mr. Huber provided details regarding the letter previously sent to the Town of Dublin on the annual water settlement and described recent discussions held between Town of Dublin representatives, the two designated PSA Board members and county staff. Mr. Huber advised a final decision had not been received from the Town of Dublin as to when the change would be implemented; however, it was anticipated the rate proposed in the letter to the Town of Dublin would be accepted.

Mr. Loyd inquired regarding the accuracy of the meters. Mr. Linkous advised the recent check of meters indicated 95% accuracy of the meters.

Mr. Huber and Mr. Linkous described the potential effects on the PSA budget should the town choose to accept the fees being proposed to be effective July 2012, or wait until July 2013 to implement the rate.

Mr. Dean requested confirmation from the Town of Dublin as to their satisfaction with the proposed changes.

On a motion by Ms. Burchett, seconded by Mr. Loyd and carried, the Board approved proceeding with the \$2.05 rate as described in correspondence to the Town of Dublin subject to acceptance by the Town of Dublin.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

5. Echo-Smart Request for Containers

As reported in the Board packet, Echo-Smart is requesting assistance in the PSA renting recycling containers to Echo-Smart and transporting cardboard recycling containers from their customers to the Eco-Smart facility in Pulaski. Mr. Huber advised a standard rate of \$80 per month and \$85 per pull was recommended.

Mr. Dean inquired as to the length of time the containers would be rented. Mr. Nichols advised containers are rented on a monthly basis.

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Mr. Loyd inquired as to how many containers would be needed by Echo-Smart. Mr. Nichols responded he was uncertain, but likely two to three.

Mr. Loyd inquired regarding the emptying method. Mr. Nichols described the truck would be backed into a warehouse type situation for dumping and returned to the container.

Mr. Loyd inquired if a public hearing would be required for any increase in rental rates. Mr. Huber responded a public hearing would be required, if rates are to be increased.

On a motion by Mr. Dean, seconded by Mr. Loyd and carried, the Board approved the request from Echo-Smart in the PSA renting recycling containers to Echo-Smart and transporting cardboard recycling containers from their customers to the Eco-Smart facility in Pulaski, at a standard rate of \$80 per month and \$85 per pull was recommended.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

6. Allied Pulaski Superfund Site

As described in the Board packet, staff provided correspondence from the US Environmental Protection Agency confirming that the cap on the Allied Pulaski site should not be disturbed. Mr. Loyd inquired if staff had received a site plan or preliminary estimate. Mr. Huber advised the PSA Board had approved the site, pending staff review of available environmental documents.

Mr. Huber also shared concerns by the Sheriff of the potential location of the proposed drop site at the rear of the newly designated Sheriff's office (Verizon building).

Mr. Huber advised the next step is to discuss the matter with the Town of Pulaski regarding potential dividing of costs associated with the site.

By consensus, the Board requested staff to provide a preliminary layout and estimated costs at a future meeting.

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b. Review of Financial Report

Mr. Loyd inquired regarding the refuse billing figures. Ms. Newby reminded the Board that the large billing would not take place until September 2012 and that the figures only reflect one of the quarterly payments.

Mr. Loyd inquired regarding the residential sewer billing figures. Ms. Newby advised the figures were based on the budget changes on July 1, 2012; however, this would be confirmed and reported to the Board at next month's meeting.

Ms. Newby provided details regarding the sub-totals in the financial report. Mr. Loyd expressed concern regarding the revenues posted in the refuse collection, water and sewer departments. Mr. Dean inquired as to what steps needed to be taken, if any, to address the shortfall.

Mr. Huber suggested reviewing the budget at mid-year following rate increase. Mr. Linkous advised the current budget figures are based on additional revenue from proposed rate increases which would not take effect until following October 1, 2012 public hearing.

On a motion by Ms. Burchett, seconded by Mr. Loyd and carried, the Board accepted the financial report. Further, the Board requested staff provide an amended budget to reflect three months at the current rates and nine months at the new proposed rates, which would allow for a more accurate picture of the overall budget, as well as any adjustments that would need to be made. The PSA Board requested said amended budget to be placed on the November agenda.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

Mr. Loyd questioned the method used for purchases. Mr. Huber explained that once the budget is approved, purchases are made by the individual departments based on the approved budget.

Mr. Dean requested confirmation that any changes to the CIP are brought before the PSA Board for review and approval. Mr. Loyd confirmed that no changes can be made to the PSA's CIP without prior approval by the PSA Board.

Mr. Huber explained the accounting standards for categorizing the PSA fund balance.

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c. Balance Due & Lien Reports

Mr. Loyd expressed concern over the continued increase in the 90 days and over figures. Mr. Huber advised the only means of stopping the increase is to write off accounts or remove penalty and interest charges.

Ms. Burchett inquired of the potential for not having non-user fees for future projects. Mr. Huber advised this was not possible unless user agreements are put in place, which would make it difficult and less fair to the public when serving new areas.

By consensus, the Board accepted the following report:

<b>Balance Due</b>	<b>5/1/2012</b>	<b>6/1/2012</b>	<b>7/3/2012</b>	<b>8/2/2012</b>
Current Balance	436,065.45	462,394.03	227,792.34	487,871.10
Over 30 Days	50,308.57	40,208.06	43,393.47	61,025.20
Over 60 Days	16,690.29	15,412.07	37,215.17	34,706.18
Over 90 Days	874,892.18	871,510.67	882,966.66	911,370.57
<b>Total</b>	<b>\$ 1,377,956.49</b>	<b>\$ 1,389,524.83</b>	<b>\$ 1,191,367.64</b>	<b>\$ 1,494,973.05</b>
Liens Filed				\$ 372,330.67

**Details of Accounts Delinquent for 90 days or more**

**Detail by type of customer and level of service billed for**

	<b>Garbage &amp; Water</b>	<b>Sewer Only</b>	<b>Garbage Only</b>	<b>Total</b>
<b>Residential</b>	39,784.39	53,249.69	615,361.29	\$ 708,395.37
<b>Commercial</b>	2,352.03		22,194.26	\$ 24,546.29
<b>Nonuser</b>	<b>178,428.91</b>	<b>see break down below</b>		\$ 178,428.91
<b>Total</b>	<b>\$ 220,565.33</b>	<b>53,249.69</b>	<b>\$ 637,555.55</b>	<b>\$ 911,370.57</b>

**Detail by type of customer and active, inactive and non-user accounts**

	<b>Inactive</b>	<b>Non-User</b>	<b>Active</b>	<b>Total</b>
<b>Residential Water</b>	37,391.56	<b>142,659.02</b>	2,392.83	182,443.41
<b>Commercial Water</b>	2,352.03			2,352.03
<b>Residential Garbage</b>	52,389.04		562,972.25	615,361.29
<b>Commercial Garbage</b>	16,777.28		5,416.98	22,194.26
<b>Sewer</b>	5,501.27	<b>35,769.89</b>	47,748.42	89,019.58
<b>Total</b>	<b>\$ 114,411.18</b>	<b>\$ 178,428.91</b>	<b>\$ 618,530.48</b>	<b>911,370.57</b>

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d. Budget Adjustments

Ms. Newby advised the Board did not need to approve adjustment PSA Fund #2 due to the requirement for a public hearing to be held.

On a motion by Ms. Burchett, seconded by Mr. Loyd and carried, the Board approved PSA Fund #1 as follows:

PSA FUND #1			
Account Number	Account Title	Amount Increase (Decrease)	
<u>REVENUES:</u>			
		TOTAL	\$ -
<u>EXPENDITURES:</u>			
500-042310-5305	Residential Refuse Motor Vehicle Insurance	\$	(4,993.00)
500-042330-5305	Dumpster Refuse Motor Vehicle Insurance		(889.00)
500-042330-5309	Dumpster Refuse Inland Marine Insurance		102.00
500-045100-5307	PSA Administration Public Officials Liability Insurance		262.00
500-045100-5308	PSA Administration General Liability Insurance		2,691.00
500-045100-5309	PSA Administration Inland Marine Insurance		4.00
500-046100-5304	PSA Water Service Property Insurance		(2,714.00)
500-046100-5305	PSA Water Service Motor Vehicle Insurance		(618.00)
500-046100-5309	PSA Water Service Inland Marine Insurance		43.00
500-046200-5309	Water Treatment Plant Inland Marine Insurance		200.00
500-047100-5305	Sewer Collection Motor Vehicle Insurance		1,121.00
500-042310-5840	Residential Refuse Other Expenses		4,791.00
		TOTAL	\$ -

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.  
 Voting No: None  
 Not present: Mr. Crawford.

Mr. Loyd inquired regarding the reference in PSA Fund Resolution #1 to "Inland Marine Insurance". Ms. Newby advised this was a title for small equipment as defined by insurance standards.

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e. Billing Adjustments

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board approved billing adjustments for June totaling a net credit of \$1,688.82.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

f. Accounts Payable

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board approved accounts payable for checks numbered 8007461 through 8007638, subject to audit.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

g. Guide to Collecting Water and Sewer Bills

Mr. Huber shared the Virginia Association of County's (VACo) guide for localities and water, or sewer authorities, on how to implement the 2012 legislation that established a new process for collecting unpaid water and sewer bills from tenants. Mr. Huber described the PSA current practice generally conforms to the State Code changes.

h. Red Carpet Inn

Mr. Huber and Mr. Linkous summarized a report in the Board packet detailing the purchase of the former Red Carpet Inn by Kam Patel and a request to the PSA in extending sewer service to the facility. Mr. Linkous described the proposed location of the lines, potential costs, financing methods, and options by the property owner, should the line not be extended.

Mr. Linkous described the benefits of extending the line as it relates to the long term development of the county.

Board members questioned the proposed line location and alternative routes and concerns regarding the estimate costs.

Mr. Loyd requested staff pull figures previously provided related to installation of sewer lines in this area and provide a future update.

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Mr. Linkous advised the property owner's request is time sensitive. Mr. Loyd requested staff determine the property owner's time constraints and provide an update at a future meeting.

Mr. Dean requested staff provide the information to the Board of Supervisors regarding the need for expanding PSA lines to undeveloped areas of the county, along with the PSA Board's desire to work jointly in a cooperative effort to provide expanded services.

Mr. Loyd requested a map showing "hot areas" in the county where water/sewer services are not provided.

By consensus, the Board agreed to continue to pursue the matter, subject to confirmation that funds are being used in the most needed areas of the county.

i. Capacity in Town of Pulaski 4A and 4B Sewer Pump Stations

Mr. Linkous described a report in the Board packet regarding the Town of Pulaski's efforts towards replacing pump station equipment at the Dora Highway (4A) and Wurno (4B) pump stations, financing methods, the current sewer capacity, future capacity, and term of contract.

Mr. Huber described the potential debt service to the PSA. Mr. Loyd inquired as to when the PSA would start paying for debt service. Mr. Linkous responded once the construction is complete.

Mr. Dean questioned how any future annexation might affect the PSA payments. Mr. Huber advised if annexed, the PSA would no longer make payments, due to the sewer being the responsibility of the town. Mr. Loyd requested the agreement contain language stipulating no more than a 20-year payment term.

On a motion by Mr. Dean, seconded by Mr. Loyd and carried, the Board approved a commitment to the Town of Pulaski for the upgrading of the pump stations, conditional on independent confirmation as to the availability of capacities according to DEQ guidelines and involvement of the County engineer in decisions affecting the PSA cost.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford

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j. Radio Read Meters

Mr. Linkous explained a report included in the Board packet describing the bench testing of 100 old meters in accordance with AWWA standards indicating an overall system loss due to inaccurate meters of 6%, or \$83,642 per year.

Board members inquired as to appropriations for future meters, the savings to the PSA by using new radio read meters, installation method, and the potential for only authorizing the purchase of 1,000 meters using the \$256,000 remaining Rural Development Funds.

Mr. Linkous described the total costs to replace the remaining 4,492 meters in the PSA system. Mr. Linkous also described the savings that would be seen by a reduction in meter reading time freeing up the meter reader to assist in other Water Department tasks, improved customer service and increased staff efficiency.

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board approved the purchasing of 1,000 meters with the remaining Rural Development Funds in the amount of \$256,000, with the Board agreeing to the purchase of the remaining 3,500 meters, pending review of loan details.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford

k. Office Location

As reported in the Board packet, staff is reviewing options for relocating the PSA Billing offices from its current location in the Dublin Town offices to a more suitable location. Options include the REMSI building located on Rt. 100 between Hardees and Verona's Italian Restaurant in Dublin.

Mr. Huber suggested Board members visit the current office location individually with a Board tour of the Route 100 REMSI building scheduled for Tuesday, August 21, at 9:00 a.m.

l. Tank Inspections

As reported in the Board packet, quotes were received for the inspection of fourteen atmospheric water storage tanks and one pneumatic water tank.

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Mr. Linkous requested that \$6,500 be transferred from the tank maintenance and repair budget to the tank inspection budget, with award to Southern Corrosion, Inc.

On a motion by Mr. Loyd, seconded by Ms. Burchett and carried, the Board approved staff request that \$6,500 be transferred from the tank maintenance and repair budget to the tank inspection budget, with award to Southern Corrosion, Inc.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford

3. Operations

a. Minutes of Previous Meeting

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board approved the July 10, 2012 Board minutes.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

b. Inmate Availability Report

Staff reported the use of one inmate per day during the month of July.

c. Drop Site Total & County Landfill Tonnage Reports

Board members reviewed the following reports which were included in the Board packet:

Drop Site Totals  
for the Month of July 2012

<b>Site</b>	<b>Trips</b>	<b>Tons</b>	<b>Tons per haul</b>
<b>Dora Hwy</b>	29	62.93	2.17
<b>Dublin</b>	34	150.77	4.43
<b>Fairlawn</b>	8	45.32	5.66
<b>Totals</b>	71	259.02	3.64

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County Landfill Tonnage  
(County customers & Refuse Department Haulers  
for the Month of July 2012)

Commercial	Residential	Tires	Brush
2140.15	1207.41	366	25.76

d. Personnel Changes

Board members reviewed a listing of recent personnel changes provided by Norma Spence.

e. Electronic Agenda Packages

As reported in the Board packet, the School Board is considering the implementation of electronic board agendas through iPad devices. Staff requested feedback from the PSA Board as to any interest in a similar approach. Staff was directed to place this matter on the September PSA agenda for further review.

f. PSA Mail Costs

As reported in the Board packet, a comparison was received on outsourcing mailing of PSA bills as is being done by the Treasurer, with a potential savings of approximately \$12,000 per year anticipated.

On a motion by Mr. Dean, seconded by Ms. Burchett and carried, the Board approved outsourcing mailing of PSA bills.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford

g. Fairlawn Avenue/Pepper's Ferry Boulevard Garbage Service

As reported in the Board packet, an email had been received from Amanda Mills expressing concern regarding the alleyway serving residents and others along Fairlawn Avenue/Pepper's Ferry Boulevard and the inability of the PSA trash trucks to travel the alleyway at times due to overhanging trees, resulting in suspension of trash collection.

Mr. Nichols explained the only alternative would be to collecting of trash using Rt. 114, which would result in extreme safety hazards to travelers on Rt. 114, as well as the PSA refuse collection employees. Mr. Nichols described damages sustained by trucks when attempting to travel through the alley when due to overhanging brush.

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By consensus, the PSA Board approved sending of letters to residents along the alleyway describing the need for brush to be cut back and the potential for suspension of trash collection service.

h. Maintenance Agreement with Fairlawn Sewerage Authority

As reported in the Board packet, the Pulaski County Sewerage Authority (PCSA) has requested consideration by the PSA to a one-year renewal of the existing agreement.

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board approved extending the existing agreement with the Pulaski County Sewerage Authority for one year.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford

4. Informational Items

a. Governor Signs Eminent Domain Legislation

Staff provided in the Board packet an announcement regarding Governor McDonnell's signing of legislation affecting the way in which condemnations take place.

b. Town of Pulaski Water Tanks

Staff provided in the Board packet notification from the Department of Health that there were deficiencies in the Case Knife and Crestline water tanks, with the greatest concerns being with the structural integrity of the Crestline tank.

5. Current Authorized Projects

a. Action Items:

- Skyview/NRV Fairgrounds sewer funding
- Construction of Commerce Park Utility project
- Drop Center for the south side of Claytor Lake
- Evaluation of "radio read" water meter option

b. Pending Items:

- Lakewood Estates emergency response plan
- Evaluation of joint negotiation of rail crossing fees

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6. Other Matters

Mr. Huber requested the Board provide any feedback to staff on any adjustments needed to allow for productive meetings and also suggested consideration to allowing for a break in the meeting, should it be determined that the meeting would be lengthy.

Mr. Huber advised he would be unable to attend the regular October 9, 2012 PSA meeting; however, other staff would cover the meeting.

7. Adjournment

On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board adjourned its regular August meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, September 11, 2012 at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

Voting yes: Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting No: None

Not present: Mr. Crawford.

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Doug Warren, Chairman

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Hollis Loyd, Secretary/Treasurer