

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, January 12, 2016, at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, the following Board members were present: Dr. Doug Warren, Chairman; Dr. Fritz Streff; Nancy Burchett; Dave Dean and Dennis Setliff.

Staff members present included: Peter Huber, County Administrator; Karen Thompson, Assistant County Administrator, Management Services; Ashley Edmonds, Clerk to the Board; Diane Newby, Finance Director; Ronnie Nichols, Director of Operations, Maintenance and Transportation; Jared Linkous, County Engineer; Debra Boyd, Public Service Authority, Accounts Payable/Collections Clerk; Jim Bell, Programmer, Pulaski County.

Dr. Warren called the meeting to order at 9:00 a.m. and welcomed those present to the first meeting of the New Year.

1. Confirmation of a Quorum

Dr. Warren confirmed a quorum with all 5 members in attendance.

Dr. Warren asked staff if there were any modifications to the agenda.

Mr. Huber advised of the late arrival of paperwork concerning the loan grant combination for the generators at the Water Treatment Plant to be added under action items and a personnel item for closed session.

2. Citizen Comments

Brenda Blackburn from the Cloyd district approached the Board with suggestions for 2016. The first was for raises for the PSA drivers. Mrs. Blackburn felt the drivers have the hardest, dirtiest job in the County and get paid the least. She asked the Board to consider checking into some raises for these employees.

Mrs. Blackburn then questioned the funds for the new garage, specifically whether it was built with county or school funds. Mr. Huber replied it was built with Board of Supervisors funding and the PSA built the building for the PSA staff. She also asked how long the work would continue at the Dublin drop – site as it was very inconvenient for the elderly to use. Mr. Huber provided a picture showing where the area had been fixed. Mrs. Blackburn stated that the area looked nice. She also asked for the Board to consider having the meetings in the evenings as there were several individuals interested in attending the meetings, including employee but cannot due to work obligations. Mr. Warren asked Mrs. Blackburn to have the workers call staff with questions or concerns. Mrs. Blackburn said she would provide the county's telephone number. Dr. Warren asked for an analysis of the PSA workers' salaries to see if there is any room for improvement. He also made mention of the noteworthy post received on the county's Facebook page where the children who were able to deliver their cookies to the drivers and an ad for a neighboring county where a child is waving to a garage truck driver and the admiration and respect felt by children for our PSA workers.

Garland Campbell from Dublin addressed the Board regarding fluoridation. He remarked that the average person drinks 15 -25 gallons in a month but when you purify 7.5 million gallons it amounts to a very small percentage going to drinking water. The rest of the purified water circulates

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needlessly as it does not aid in fighting fires, washing clothes, taking showers. Mr. Campbell stated of the residue the fluoridated water leaves and feels it would be cheaper to furnish at the grocery store where those who want it can get it. He feels it is a waste of money and accumulates in the septic system as toxic waste. He feels a lie was formulated that fluoride was good for children's teeth and actually it interferes with brain development. He elaborated that adding fluoride to the water system was a recommendation of the Health Department but not a requirement and wanted to know why the Board would not vote to stop it. He questioned if grant monies or someone/something requires the fluoridation. He asked for someone to offer a motion to stop fluoridation. He advised the only place in Virginia to stop fluoridation was Independence, Virginia in Grayson County and questioned why Pulaski County can't join them. Europe and some places in the U.S. has rejected fluoridation. Mr. Huber asked Mr. Linkous what the parts per million as it is more about concentration. Mr. Linkous stated the finished water is six tenths of a part per million which is .6 milligrams per liter. Mr. Campbell feels it is the fault of the Virginia Department of Health for its recommendation and wanted to know who writes the material safety data sheets. He continued to remark on the hazards fluoride presents as his wife lost her first born daughter who had thyroid issues and a massive stroke. He feels it is a poison that is regulated but is still unsafe. Dr. Warren told Mr. Warren the board appreciated and respected his comments and asked if there were any federal funds/grants available to pursue on this issue. Mr. Huber clarified that there were no requirements that we use fluoride in the water; there is a grant that provides the equipment to fluoridate the water and a recommendation from the Health Department that we fluoridate water. It is optional for the PSA Board to fluoridate the water. Mr. Huber went on to state that the county uses the minimal amount of fluoride in the water which is the six tenths of a part per million which is way below the amounts described in the documentation provided by Mr. Campbell. Mr. Huber also stated the Board is looking to the medical community to provide additional guidance or regulation before changing its stance on the use of fluoride. Mr. Campbell responded that the medical community benefitted from the use of fluoride (fixing broken bones, health etc.) and it was "business/money" for them and feels strongly that the Board should take action against fluoridation. Dr. Warren mentioned an extra dimension that Mr. Campbell brought up which were the septic, the possible contamination caused and what should be done about it. Dr. Warren said the Board would continue to look at this as the expansion of the county's various systems (water, sewer, etc.) expands. Mr. Warren reiterated that fluoride was a waste of money and presented his documentation to the Board for review. Dr. Warren thanked Mr. Campbell again for his input. Mr. Dean thanked Mr. Huber for providing the video he sent on fluoridation and asked a follow – up question on the Department of Health's recommendation on its use. Mr. Huber stated that it was the most effective and least expensive way of addressing dental health which is a key to overall wellness. Mr. Huber also spoke to his personal dentist who said that dentists can tell the difference in children who are on well systems versus those who use public water. Mr. Campbell added there was no significant difference in any of the studies regarding cavities; fluoride actually replaces/displaces calcium and weakens teeth. Dr. Warren stated the need to move on from the subject. Mr. Campbell thanked the Board for their time.

Mr. Setliff questioned whether the driver/operator salaries were included in the annual increase approved in the last budget process. Mr. Huber concurred and stated the increases were included in the last compensation study completed several years ago.

3. Financial Matters

Mrs. Newby reported we should be at about forty – five to fifty – five percent of our

budget at this point and right now we are at fifty – one percent of our revenue and expenses operationally. Mr. Huber added the gradual rate increase aided in the improvement of our standing at this time versus previous fiscal years.

On a motion from Dr. Streff, second by Mrs. Burchett and carried, the Board approved the Financial Report ending December 31, 2015, as presented:

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett
Voting No: None

4. Follow – up Items

A. Collections Update

There were no questions for Mrs. Boyd on the Collections Report.

B. Delinquency Report

Mr. Huber explained the contents of the delinquency report, one being the payment report and a similar report for inactive accounts. The report shows the current delinquent amounts as of the end of December 2015 as well as what is due for regular garbage after 30, 60 and 90 days along with the various categories. Mr. Huber introduced Mr. Jim Bell, who prepared the report. Mrs. Burchett asked for clarification regarding the active and inactive customer status of the reports and how the figures tie back to the delinquent amounts. Mr. Bell takes the data from the billing that goes to the customer and this identifies where the current customers are. The amounts shown for the 30, 60, and 90 are the amount billed, not what is owed. Dr. Streff noted that most customers were not horribly in arrears in any given month however the amounts increase due to penalties and interest. Dr. Streff felt the report was very helpful as it demonstrates the vast majority of customers are paying their bills for their current amount and those not paying their bills are not huge amounts of money. This adds up across the county and goes into compound interest but in terms of anticipated revenue we are not too far off. Mr. Bell explained the inactive report is derived from the transaction history in the utility billing system and summarized. The Board thanked Mr. Bell for the report.

C. Update on Sewerage Authority Reconstruction Project

Mr. Setliff stated this week boring was supposed to begin under Route 11; he saw some of the thirty six inch core steel pipes on the staging zone. They are waiting on Verizon to move a set of telephone lines in the property adjacent to the Old Dalton TV and Computer Center and Cookout and then we are coming across the road. He is looking forward to the day happening. Dr. Warren asked about the flooding in front of the Cookout that would occur about 15 – 20 years ago when there was a significant storm (Lake Fairlawn). He remembered a storm drain was modified to accommodate the water. Mr. Setliff concurred adding it was a fifty – four diameter storm drain system was installed which caused the incongruity with the engineering plans for the updated sewer line routing. The fifty – four inch sewer was not accounted for in the original engineering layout. It was determined that H. T. Bowling did the construction work at the time of the modification and it was a VDOT administered project.

D. PSA Link on County Website

Mr. Huber displayed the website and demonstrated the various ways to access the PSA site.

Mr. Setliff commented he did not see the hyperlink and Mr. Huber verified its existence and explained that the hyperlink's appearance fluctuates based on demand. Dr. Streff expressed two observations he felt would make the site more user friendly; one, all the links are PDFS which make it hard for people to access and adding Google Maps to help with physical locations instead of providing addresses only. Mr. Huber will speak with the webmaster to make the changes.

E. Grease Disposal Enforcement Efforts

Mr. Huber advised that the county does not currently have a grease ordinance. There was a question from the Sewerage Authority regarding a situation on Restaurant Row with requirements. From staff's perspective, Mr. Linkous expressed having a grease ordinance would not be a bad thing; it is fairly common. Currently, the Building Code discusses the need for grease traps and scenarios/situations where those are required and the county defaults to the Building Code. It is not uncommon for localities to want to see more enforcement and develop an ordinance in addition to the Building Code requirements. Mr. Setliff agreed with Mr. Huber on there not being a grease ordinance; however there is a signed agreement between the municipalities and their regulatory agents with the Peppers Ferry Regional Wastewater Authority. Mr. Linkous clarified that the county enforces grease traps as stated in the Building Code when the structure is built but there is no follow – up ordinance. Mr. Setliff would like to have this item placed on the February agenda to update the PSA Board on the actions the Pulaski County Sewerage Authority is taking on this front. Dr. Streff asked if this was solely a commercial user issue; Mr. Setliff said, "More so, commercial" and stated he had not found any requirement for a pure residential customer to provide evidence that he/she have a grease trap and properly maintain it. Areas that maybe "sketchy" would be private care homes for the elderly with a kitchen on site. All we are asking is those that have an obligation install grease trap(s) and properly maintain them. Dr. Streff feels there are a few issues: enforcement for commercial vendors, removing grease from the influent to our sewer system and finding ways to educate and encourage our residential customers to do the same. Mr. Setliff replied, "not so much on the residential side right now, it is trying to get the commercial customers at a good state to maintain it". Dr. Streff asked Mr. Linkous to bring a few example ordinances for the Board to view at the February meeting. Mr. Linkous said there were examples in nearby counties (Montgomery, Roanoke) and that we have something similar on the water side which is required by the Health Department for commercial customers regarding backflow prevention devices (Fat, Oil and Grease {FOG} Program). This includes a letter and inspection and if there is no response from the customer or it is not being properly maintained, we deny service. Mr. Setliff also stated that besides denying service, we could fine them. Dr. Warren asked when in the process of construction of a new commercial establishment, for example, a restaurant, would the company be told about the grease trap requirement. Mr. Linkous advised it is required when the customer submits plans for a building permit per Building Code and an ordinance would enforce the proper maintenance. Mr. Dean pointed out that grease collection is becoming very profitable and there are industries that are interested in getting the grease. Mr. Setliff spoke of an incident where someone emptied a 55 gallon drum filled with grease into a manhole.

F. Update on James Hardie Revenues

Mr. Nichols provided and reviewed a report on the James Hardie revenues. On page 2, Mr. Nichols pointed out the gross where container rental was removed that goes to a fund to replace all kinds of containers. The \$5 surcharge supports the drop sites. The fuel and repair costs are actual. On the front page, you will find an average of 12.29 pulls per day which equates to two and half trucks. Drivers' salaries and benefits are included and benefits account for about thirty percent. Overtime was removed; on average seventeen hours of overtime is used per week for James Hardie which includes a

couple of employees coming in on Saturdays and one on Sundays. The total net income from James Hardie for the fiscal year 2014 - 2015 is \$408,000 which does not include depreciation. Mr. Setliff felt the report answered his question perfectly and provided a litmus test that says we are making twenty eight percent GP on James Hardie expenditures alone. Dr. Streff pointed out that approximately ten percent of our total sanitation income (gross) is James Hardie and this is not insignificant. He added it also allows \$167,000 for investment because of one commercial vendor. Mr. Dean asked once it is picked up from James Hardie and taken to the landfill, is this PSA tonnage income as a result of that figure? Are we paying to take it to the landfill or collecting revenue by taking it to the landfill? Mr. "We collect the revenue from James Hardie but we are charged by the Resource Authority \$32/ton and we bill \$37/ton which includes the \$5 surcharge." \$1.7 million is collected from James Hardie but we pay the Resource Authority \$1.2 million. Mr. Dean also asked if James Hardie was satisfied with the expenditures. Mr. Nichols said, "Yes, we provide a very good service to all of our commercial customers, especially James Hardie. We do weekends, if there is a malfunction we bring extra containers and we take very good care of them. A quick email, call or visit to the plant manager to check in on the service or needs is done on a monthly basis. We communicate with them constantly and I believe they are pleased." Mr. Dean believes this would be a good template to use for new businesses coming into the county and Mr. Nichols agreed. Mr. Huber added two points to the discussion; one, Mr. Nichols did not include the flow through of charges to the landfill but it is shown in the overall budget so the James Hardie impact is actually less than the ten percent. You are comparing the flow through on one side and on the other side you are not. The second item is we are dependent on James Hardie to cover a lot of things. It is important to continue the process of raising rates five percent increase a year so that the revenue from James Hardie can go to special projects versus operational needs. Mr. Setliff would like to have the next biggest commercial customer identified and applauded the efforts of staff to accommodate James Hardie's needs. Mr. Huber felt the "sweetest" deal would be the haul at Volvo where moving a container from one side of the parking lot to the other and collecting \$85 per pull and Wal-Mart in Dublin would be another one to work as it would be as good a run or better than James Hardie.

G. Drop Site Camera Status

Mr. Huber explained the difference between hard wired/permanently located and game cameras; game cameras are easily deployed, no power or internet access needed and mobile. Permanent cameras require electricity and internet access, more thought required in location as they cannot be readily moved, storage mechanism to review images. Hard wired cameras are more expensive as well. Mr. Setliff asked for quote/cost information in order to make an actionable item. Mr. Dean felt we should have cameras at the drop sites, especially at the entrances and the county garage, despite the expense. He asked if monies had been set aside for the cameras and Mr. Huber replied "no", while Mr. Setliff added that the no funds had been allocated for cameras only the installation of having cameras at the drop sites had been approved. Dr. Warren pointed out that there were two dimensions to having the cameras both centered on theft, either by the employee or general public, and to what extent should we direct our attention. Dr. Streff asked, "Why are we guarding garbage again?". He asked if this was more of a liability issue as the value of scrap metals has decreased over time and wants to be able to justify the expense and need for the cameras to his constituents. Dr. Streff also inquired as to why we do not allow people to take items from the site. Mr. Huber said there were two reasons; one, liability and two, we did not want to become referees between disputing parties. Mr. Dean asked if there were cameras at entrances of the landfill and Mr. Nichols advised yes, there are cameras at the landfill, as they were used to catch someone who entered after hours, took some equipment and damaged property, at a cost of \$60,000.

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H. Time Reporting System

Mr. Huber advised this is ongoing as we are getting inconsistent responses regarding costs. Mrs. Thompson added at last accounting with the Time Force system it was up to \$50,000 just to tap into the existing PSA time clock system. In the meantime, at the budget sessions last year, the Board of Supervisors did an additional appropriation for a complete financial software overhaul which would include a timekeeping system. Efforts are going forward with meetings with the matrix for the financial software and once this is finalized, if Time Force is compatible, we may proceed, if not, the timekeeping system within the financial package will be further investigated. Mr. Setliff asked to keep the item on future agendas in order for the PSA Board to stay informed.

I. Pulaski Drop Site Update

Mr. Huber advised there is concern regarding the location of the site. Mr. Huber feels \$40,000 - \$50,000 is the most one can get for a piece of property, however we are at four to five times which is at the upper end of the PSA'S affordability. The Town of Pulaski would like to have the drop site behind the Sheriff's Office however there are environmental issues.

J. Hicks Account Update

Mr. Huber reported Mrs. Hicks' daughter was provided with the PSA's offer and she has not taken it. Dr. Streff asked if she rejected the offer or had not acted on it. Mr. Huber stated her response was her mother could not afford it and she was not going into her account to pay for her mother's debt. The Board felt this was a rejection of the offer.

K. Water Supply Wellhead Status

Mr. Linkous reported the damage caused by the dredging of the property adjacent to Mr. Scheckler's property has delayed progress with the wellhead. Additional problems were caused when surveyors cut down several items on Mr. Scheckler's property. Final payment to the contractor was held until payment to Mr. Scheckler was received and it is settled. Mr. Setliff mentioned an article he read in the newspaper recently about unused state money for water and wanted to know is there an opportunity to receive a grant from the state for tests or well site investigations. Mr. Linkous stated the funding referenced in the article was for source water protection from run - offs and spills which causes health concerns/hazards. Mr. Setliff asked we continue to probe whether a second well head is valuable where it is and investment for test wells and whether there are sources that can help us fund them. He also asked we keep this item on future agendas. Mr. Dean asked if the dredging was complete and Mr. Linkous responded it had but we were holding final payment until the adjacent property holder was made whole. Mr. Dean also asked about the location and who approved the decision about the where to place the tonnage that was taken out of the lake by the contractor from the dredging. Mr. Linkous responded that the material was placed on a private landowner's property on the eastern side of Dublin. The contractor worked out a price with the property owner, the county nor the PSA was privy to the deal and this was a part of the contractor's pricing submitted to the county. The contractor submitted an erosion and sediment control plan to ensure regulations were met due to land disturbance of more than 10,000 square feet. Mr. Dean asked if this site would be available to take more material resulting from dredging in the future. Mr. Linkous said it would have to be worked out with the property owner.

L. Budget Relationship with Commercial Refuse Collections (Inequity of funding water and sewer from refuse)

Mr. Huber stated this item comes from earlier discussion concerning weaning off James

Hardie revenue and using it for special projects and the overall balance of the PSA can continue to improve with continuation of five percent rate increases on water and sewer.

M. Cost Reduction Measures

Mr. Linkous prepared a summary of cost saving efforts implemented in the last four years to reduce costs and improve efficiency. Examples of these are: meter testing and replacement; galvanized water line replacement; refinancing of debt resulting in a savings of \$24,000 annually; flocculant, fluoride and chlorine feed modifications with savings at \$5,500 annually for flocculant, \$1,300 annually for fluoride and \$2,500 for chlorine; sludge disposal modifications which resulted in a savings of almost \$13,000; electrical efficiency improvements at the water treatment plant funded through a grant from the Virginia Department of Mines, Minerals and Energy and we were one of the first agencies to take advantage of this funding source. We replaced the motors on our pump station; worked with AEP who changed out the incoming service to make it more even and put meters to monitor usage and \$1,600 was saved. The combination of these efforts and others is a savings of almost \$200,000 annually or 7% of the FY 15 – 16 budget. The water department expenditures have grown but are now running in the black without assistance from any other department and the sewer is close and has less expenditures. Mr. Setliff asked if the \$192,000 in savings included the value of the replacement water meters and Mr. Linkous advised it did not as the water meters (along with the purchase of sewer back truck) were replaced with rural development funds. Mr. Setliff also asked how much was spent on fluoride in a year and Mr. Linkous stated \$8,248 down to a little under \$7,000 currently with 600 million gallons of water a year. Mr. Huber added that for less than \$7,000 a year the cost of repair tooth decay/loss is greatly reduced (the Health's Department's perspective). He also offered to have Dr. Molly O'Dell come and speak to the Board about the use and recommendation of fluoride. The Board was very pleased with the report and thanked Mr. Linkous for the report.

N. Dublin Drop Site Improvements

Mr. Linkous updated the Board on the progress at the Dublin drop site. Walls are built to enable a truck's tailgate to be close to level with the container and the user could then push it out, eliminating lifting. Mr. Huber added the walls were sized for 40 yard containers. Additionally, Mr. Linkous spoke with the attendant at the site who said he was directing those who were not physically able to these areas and they had received numerous compliments regarding the ease of access. With the extra containers, there will be designations for tires and metals and gravel has been added, eliminating the mud holes. Mr. Setliff felt our challenge was how to communicate with the people in the county all of the positive things (productivity enhancements, improvement in the quality of services we are providing) that are happening. Mr. Dean advised to put it in the paper.

A five minute recess was called by Dr. Warren and the meeting was called back to order at 11:10a.m.

5. Action Items

A. Employee Recognition Policy

Mr. Huber updated the Board with recommended changes to the Employee Recognition Policy which could have financial implications for the Board. The changes are to retiree recognition and going from net of taxes which is hard to determine for every employee to gross and increase the amounts from \$400 to \$500, \$750 to \$900 and \$1,000 to \$1,200. The Board of Supervisors asked that the policy be reviewed by the Recognition Committee. Dr. Warren did not feel this change would have negative effect fiscally with the few and frequency of retirees. Mrs. Burchett questioned if the purpose

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was to ensure the employee receives most of the money and in order to do so you will need to increase the amounts because taxes are withheld and Mr. Huber concurred.

On a motion from Mr. Setliff, second by Mr. Dean and carried, the Board authorized to make the PSA retirement policy consistent with that of the County.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett
Voting No: None

B. Water Treatment Plant Generator Loan

Mr. Huber asked the Board for authorization to take all actions necessary to close on the water treatment plant generator loan subject to review by Mr. Tim Kirtner, County Attorney. Mrs. Burchett asked if approval by the Board of Supervisors was needed (support agreement) and staff will add this item to the next Board of Supervisors meeting agenda.

On a motion from Mrs. Burchett, seconded by Dr. Streff and carried, the Board approved

the terms and to take all acts necessary to close on the proposed Financing subject to review by Mr. Tim Kirtner, County Attorney and approval by the Board of Supervisors:

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett
Voting No: None

6. Consent Items

A. Minutes from December 8, 2015

On a motion from Mr. Setliff, seconded by Mr. Dean and carried, the Board approved the Items of Consent to include the Minutes of December 8, 2015:

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Setliff, Mrs. Burchett
Voting No: None

B. Balance Due and Lien Reports

The Board reviewed and accepted the following the balance due and lien reports:

Balance Due	10/2/2015	11/2/2015	12/1/2015	1/5/2016
Current Balance	802,110.29	727,697.13	598,024.29	768,713.50
Over 30 Days	59,093.51	100,891.51	111,083.94	65,656.87
Over 60 Days	74,642.73	31,998.20	68,407.48	84,588.56
Over 90 Days	1,194,253.14	1,241,908.23	1,256,237.03	1,265,588.39
Total	2,130,099.67	2,102,495.07	2,033,752.74	2,184,547.32
Liens Filed	1,346,855.59			

Details of Accounts Delinquent for 90 days or more

Detail by type of customer and level of service billed for

	Garbage & Water	Sewer Only	Garbage Only	Total
Residential	\$ 103,860.50	\$ 67,381.86	\$ 843,367.17	\$ 1,014,609.53
Commercial	\$ 1,982.03		\$ 60,410.97	\$ 62,393.00
Nonuser	\$ 188,585.86	See breakdown below		\$ 188,585.86
Total	\$ 294,428.39	\$ 67,381.86	\$ 903,778.14	\$ 1,265,588.39

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

	Inactive	Non User	Active	Total
Residential Water	\$ 81,359.26	\$ 31,732.08	\$ 22,501.24	\$ 135,592.58
Commercial Water	\$ 1,982.03			\$ 1,982.03
Residential Garbage	\$ 81,464.86	\$ 14,838.90	\$ 761,902.31	\$ 858,154.28
Commercial Garbage	\$ 45,038.74		\$ 15,372.23	\$ 60,410.97
Sewer	\$ 16,752.58	\$ 1,627.96	\$ 50,629.28	\$ 69,009.82
Penalty		\$ 13,950.63		\$ 13,950.63
Interest		\$ 126,436.29		\$ 126,436.29
Total	\$ 226,597.47	\$ 188,585.86	\$ 850,405.06	\$ 1,265,588.39

C. Budget Adjustments

On a motion from Dr. Streff, seconded by Mr. Setliff and carried, the Board approved all Items of Consent as presented.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett
Voting No: None

D. Billing Adjustments

The Board reviewed and accepted billing adjustments totaling a net credit of \$6,141.63.

E. Accounts Payable

The Board reviewed and accepted the accounts payables for checks numbered 8013162 – 8013284, subject to audit.

F. Personnel Changes

Staff reported no changes in personnel for the month of December.

7. Reports from Staff, Etc.

A. Operational Reports: Inmate Availability; Drop Site and County Landfill Tonnage Reports and Cut Off List.

The Board reviewed the report as presented:

Drop Site Totals for the month of December 2015

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Site	Trips	Tons	Tons per Haul
Dora Hwy	4	14.57	3.64
Dublin	25	85.90	3.43
Fairlawn	8	47.50	5.93
Total	37	147.97	3.99

Inmate Availability

Staff reported the use of 3 inmates for the month of December 2015.

County Landfill Tonnage

(County customers & refuse department haulers
for the month of December 2015)

Commercial	Residential	Tires	Brush
3,769.47	1,255.85	743	.29

(0)Cut Offs for the month of December 2015 due to holiday schedule.

Mr. Setliff inquired about the use of inmates, specifically how does it work and who initiates the process. Mr. Huber stated Jamie Radcliffe, Deputy assigned to county administration to supervise inmates, makes a petition to the jail for three to four inmates. The inmates complete tasks such as painting classrooms at Pulaski Middle School, Dublin Elementary School, County Administration Office and trash pick – up. The Clean Community Council pays for the deputy’s supervision during trash pick-up. The Board of Supervisors is petitioning the General Assembly to give inmates a day off of their sentence for every day worked as they are no longer receiving \$2 a day for work. Mr. Huber also asked the Board to send an email to either him or Jamie if they find a road that requires trash pick – up.

B. One Call Report

The following report for December 2015, notifying customers their water service would be terminated:

A call was sent to your group 225306: Pulaski County, on 12/09/2015 5:03 PM (ET) by Jim Bell.

Call Set-up:

Recording/entry time: 12/09/2015 5:03 PM (ET)

Caller ID: 3>540-674-8720

Play Message »

Message Summary:

Message Type: Canned Call: Text-to-Speech Call

Message Name: Canned Call PSA Delinquent - Jon

Call Results:

First delivery attempt: 12/09/2015 5:04 PM (ET)

First attempts completed at: 12/09/2015 5:09 PM (ET)

Last delivery attempt: 12/09/2015 6:19 PM (ET)

Your Message Was Sent to:

Subgroup(s):

--: File List

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Delivery Summary:

Recipients 118

Delivered 85 (72%)

Live: 51 (43%)

Machine: 34 (29%)

Unreached: 33 (28%)

Disconnected: 7 (6%)

Busy or No Answer: 25 (21%)

Bad Numbers: 1 (1%)

[View Message Report Details »](#)

One Call Now Saves You Time

Since 11/17/2011, you have sent 51 messages to your group, currently with 0 member.

We have made 41,908 attempts, re-dialing busy and no-answers, to deliver 14,478 message attempts to your group.

At 1 minute per call, One Call Now Notification Service has saved you 698 hours 28 minutes to date!

From: <support@notify.onecallnow.com>

To: "Pete Huber" <phuber@pulaskicounty.org>

Date: 1/8/2016 9:20 PM

Subject: Your message report from One Call Now for 01/08/2016 4:57 PM

A call was sent to your group 225306: Pulaski County, on 01/08/2016 4:57 PM (ET) by Jim Bell.

[View Message Report Details](#)

Since 11/17/2011, you have sent 52 messages to your group, currently with 0 member.

We have made 42,147 attempts, re-dialing busy and no-answers, to deliver 14,586 message attempts to your group.

At 1 minute per call, One Call Now Notification Service has saved you 702 hours 27 minutes to date!

We appreciate your business. Let us know what you think.

When Messages Matter - We Deliver

Questions? Comments?

Call Set-up:

Recording/entry time: 01/08/2016 4:57 PM (ET)

Caller ID: 540-674-8720

[Play Message »](#)

Message Summary:

Message Type: Canned Call: Text-to-Speech Call

Message Name: Canned Call PSA Delinquent - Jon

Call Results:

First delivery attempt: 01/08/2016 4:58 PM (ET)

First attempts completed at: 01/08/2016 5:02 PM (ET)

Last delivery attempt: 01/08/2016 6:13 PM (ET)

Your Message Was Sent to:

PULASKI SERVICE AUTHORITY BOARD OF DIRECTORS
January 12, 2016

Subgroup(s):

--: File List

Delivery Summary:

Recipients 147

Delivered 108 (73%)

Live: 64 (44%)

Machine: 44 (30%)

Unreached: 39 (27%)

Disconnected: 7 (5%)

Busy or No Answer: 30 (20%)

Bad Numbers: 2 (1%)

C. Pulaski County Citizen Newsletter

Mr. Huber advised the Board of the attached newsletter which goes out with the utility bills. There was a typographical error in the article, Home Fire Preparedness Campaign. The number to request a free smoke detector should read: (540) 994 –2436.

D. Old Route 100/Possum Hollow Peak Creek Bridge Water Leak

Mr. Linkous reported a neighboring property owner alerted the county of a significant (due to location) water leak under the Possum Hollow/Peak Creek Bridge. There is a main sixteen inch line which comes from the plant into Dublin and there was a leak in the gasket of a joint on the pipe. The crew came out, cut out a section and put it all back together with two couplings. The bridge is slated for replacement by VDOT and it may be four or five years before actual work takes place. As the bridge is replaced, the water line will need to be as well. Mr. Linkous offered to show the Board the pipe and couplings, if interested. Mr. Linkous contacted Virginia Tech, who is working with us on the meter study, to review the pipe. The results were common/standard. Dr. Streff asked if a lead risk and Mr had. Linkous explained we did not. Mr. Huber asked if this could be the source of the brown water in the area (pieces of the pipe). Mr. Linkous though initially this could be the source, however the material was not as loose there (it took a claw hammer to get material from the inside of pipe) although velocities (water pressures up to 200 psi in the area) could get high enough to remove a small amount of material to get loose. Dr. Streff asked about the number of customers without water during this time period and Mr. Linkous said we were able to isolate quickly and feed up to the west side of the bridge. Additionally, the City of Radford worked overtime to pumping back into Dublin and letting it backflow to the east side of the bridge. They were there sixteen hours and no one lost water. Mr. Huber remarked about the City of Radford's assistance with this and other issues (dredging) when needed and felt a resolution from the PSA Board to thank them would help to continue to foster good will.

On a motion from Dr. Streff, seconded by Mrs. Burchett and carried, the Board authorized a resolution of appreciation to the City of Radford.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett

Voting No: None

Dr. Warren felt there should be formal acknowledgement of those employees who worked extra hours and the extraordinary measure taken to correct the problem. Mr. Setliff asked for the motion to be amended to formally acknowledge all those applicable and appropriate (City of Radford, the PSA employees, H.T. Bowling and HD Supply) in the mitigation of the waterleak.

8. Staff To Do List

The Board reviewed the following staff list of ongoing items:

- A. Skyview/NRV Fairgrounds Sewer
- B. Drop Center on South Side of Claytor Lake
- C. Covered Water Meter Ordinance
- D. Draper Area Wythe County Sewer/PSA Connection
- E. Water Meter Replacement
- F. Water Master Plan
- G. Change Exit at Fairlawn Drop Site
- H. Lakewood Estates

9. Other Matters

A. Waterways News Blast

Informational items from the Southeast Rural Community Assistance Project (SERCAP).

B. Bid Meeting for Public Service Authority Billing Office

Dr. Warren advised of a successful bid meeting for the Public Service Authority Billing Office on Route 11 in Dublin. The bid opening will be on Tuesday, January 19, 2016. Mr. Linkous stated there were about 15 – 20 contractors in attendance.

C. Introduction of Clerk

Mr. Huber introduced Ashley Edmonds as the new Clerk to the Board as of January 4, 2016.

D. Additional Personnel Matter - Site Supervisor for PSA Billing Office

Mr. Huber explained to the Board there were three employees in the PSA Billing Office however there is no site supervisor. Mr. Huber recommended the designation of one of the three as a shift or site supervisor in a similar manner as we do dispatch and apply a \$1,000 per year increase in salary. Mr. Dean asked when moving into the new building will there be an increase in staff. Mr. Huber said at this time we had not envisioned an increase.

On a motion from Mr. Dean, seconded by Mrs. Burchett and carried, the Board authorized the designation of a shift/site supervisor position with an increase of \$1,000 per year in pay at the PSA Billing office.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett

Voting No: None.

E. Meeting of the New River Resource Authority Budget Committee

Mr. Huber advised of a meeting of the New River Resource Authority Budget Committee on Wednesday, January 13, 2016, at Sal's at 11:30 a.m.

F. Rearrange the Agenda for Future Meetings

Mr. Huber recommended moving the action items to the beginning of the agenda. Dr.

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Warren and the Board agreed.

10. Adjournment

On a motion from Mr. Setliff, seconded by Dr. Streff and carried, the Board adjourned its regular meeting at 11:45 a.m. The next regular meeting of the PSA Board is scheduled for Tuesday, February 9, 2016, at 9:00 a.m., in the Board Room of the County Administration Building.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett

Voting No: None



Doug Warren, Chairman



Nancy Burchett, Secretary/Treasurer