

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING
MAY 9, 2017

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, May 9, 2017, 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; Dave Dean, Vice - Chairman, Dennis Setliff, Dr. Fritz Streff and Nancy Burchett.

Staff members present included: Jonathan D. Sweet, Executive Director & County Administrator; Karen Thompson, Assistant County Administrator, Management Services; Diane Newby, Finance Director; Jared Linkous, County Engineer; Ron Nichols, Director of Operations, Maintenance and Transportation; Debra Boyd, Public Service Authority, Accounts Payable/Collections Clerk and Ashley D. Edmonds, Clerk to the Board.

1. Welcome and Call to Order

Dr. Warren called the meeting to order at 9 a.m.

A. Confirmation of A Quorum

All 5 (five) Board members were present confirming a quorum.

B. Moment of Silence - John "Jay" Martin Goad

Dr. Warren asked for a moment of silence in memory of Mr. John "Jay" Martin Goad, Chief Water Treatment Plant Operator, who passed away suddenly on Sunday, April 23, 2017. Jay leaves a wife, Danielle, also a County employee; daughter, Morgan; son-in-law, Ethan; grandson, Eli; his mother and three sisters. Dr. Warren remarked that Jay was very well thought of and respected by his co-workers and will be missed by all.

2. Approval of the Agenda

A. Addition or Changes to the Agenda

Dr. Warren inquired of staff if there were any additions or changes to the agenda. Dr. Streff asked if the proposed rate increase of water and sewer services would be added to the May agenda. Mr. Sweet advised there were several moving pieces with the proposed FY 2018 budget and the matter along with the FY 2018 budget adoption will be placed on the June meeting agenda.

As there were no further discussion, the Board accepted the agenda as accepted.

3. Presentations and Citizens Comments

A. Presentations and Citizens Comments

There were no presentations or citizens comments.

4. Financial Matters

A. Financial Report

The Board reviewed the financial report as presented. Mrs. Newby stated at this point the budget was low on revenue, however it would catch up in June as this report reflects only one month's collection.

On a motion by Dr. Streff, second by Mr. Setliff and carried, the Board accepted the Financial report.

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

Voting No: None.

B. Collections Update

The Board reviewed the Collections Update. Mr. Sweet advised the Board and appointed staff would have a more robust discussion on this matter in closed session.

C. Delinquency Report

The Board reviewed the Delinquency report; there were no questions. Again, Mr. Sweet reminded the Board this matter would be reviewed in more depth during closed session.

D. One Call Report

The Board reviewed the One Call report. Mr. Linkous remarked the numbers are trending down which was a good sign.

5. Other Matters from the Directors

Dr. Warren discussed the upcoming Drinking Water Clinic which tests for 14 different items, sponsored by the Virginia Cooperative Extension Service. Registration ended on May 8, 2017; pick-up of materials on May 16, 2017; drop off of sample on May 17, 2017 and results to be distributed at a meeting on June 19, 2017. Dr. Warren expressed the data would be of great interest to the Board.

6. Reports from Executive Director and Staff

A. Operational Reports: Convenience Centers and County Landfill Tonnage , Inmate Availability and Cut - Off List

Dr. Streff questioned the status of the Convenience Centers. Mr. Nichols stated the Dublin Convenience Center is ready for grinding; the Fairlawn Convenience Center close to being ready and the New River Resource Authority, who conducts the grinding, may not return to the Dora Highway sites as a piece of their equipment was broken due to failure by users of the convenience center to separate metal from brush.

B. Ruebush Sewer - Jeff Dunn

Mr. Linkous provided an overview of Mr. Dunn's sewer request. Mr. Sweet inquired about the use of the New River Valley Regional Commission to canvas areas regarding sewer needs.

C. Resolution of Appreciation - John "Jay" Martin Goad

The following Resolution of Appreciation for John "Jay" Martin Goad was read and reviewed by the Board for approval.

RESOLUTION OF APPRECIATION

John "Jay" Martin Goad

WHEREAS, Jay Goad served the Pulaski County Public Service Authority as Chief Water Treatment Operator; and

WHEREAS, that service included 7 years of faithful employment to the Pulaski County Public Service Authority representing the interests of all Pulaski County citizens; and

WHEREAS, Jay Goad's commitment, dedication, and loyalty have resulted in significant progress demonstrated by the receipt of four Gold Virginia Optimization Program Awards to the Public Service Authority's Draper Water Treatment Plant by the Virginia Department of Health Office of Drinking Water; and


WHEREAS, Jay Goad's passing has resulted in a loss for all of Pulaski County; and

WHEREAS, the service provided by Jay Goad benefited not only present and past citizens of Pulaski County, but will enhance the quality of life of its future citizens; and

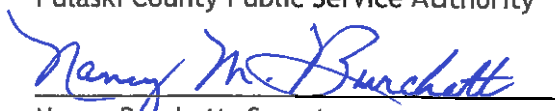
WHEREAS, Jay Goad's dedication and service to Pulaski County Public Service Authority will always be appreciated and remembered.

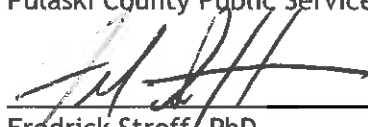
NOW, THEREFORE BE IT RESOLVED, that the Pulaski County Public Service Authority Board of Directors does hereby express its sincere appreciation for the service of Jay Goad to the County and its citizens.

NOW THEREFORE BE IT FURTHER RESOLVED, that the text of this resolution be spread upon the minutes of the Pulaski County Public Service Authority Board of Directors this 9th day of May 2017, in permanent testimony of its appreciation to the service and remembrance of John M. Goad.


By: 
Douglas Warren, PhD, Chair
Pulaski County Public Service Authority


David Dean, Vice - Chair
Pulaski County Public Service Authority


Nancy Burchett, Secretary
Pulaski County Public Service Authority


Fredrick Streff, PhD
Pulaski County Public Service Authority


Dennis Setliff
Pulaski County Public Service Authority

Attest: 
Jonathan D. Sweet, Executive Director
Pulaski County Public Service Authority

On a motion by Mrs. Burchett, second by Dr. Streff and carried, the Board approved the Resolution of Appreciation - John "Jay" Martin Goad.

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

Voting No: None.

D. Staff To Do List

The following updates were provided on the following staff to do list items:

A. Skyview Phase 3

No update provided.

B. Drop Site on the South Side of Claytor Lake

Cost estimate to be completed by Mr. Nichols.

C. Covered Water Meter Ordinance

No update provided.

D. Draper Area Wythe County Sewer/PSA Connection

No update provided.

E. Water Meter Replacement

No update provided.

F. Water Master Plan

No update provided.

G. Lakewood Estates

No update provided.

H. Facilities for Refuse Employees

No update provided.

I. Pulaski Convenience Center Relocation

No update provided.

J. Brookmont Water System Disinfection By-Products

No update provided.

K. Improvements to Fairlawn Convenience Center

Mr. Setliff asked that all improvements, especially regarding entrance/exit be discussed with Clarke Wallcraft at the Peppers Ferry Wastewater Treatment Facility. Board members requested a general layout for the improvements be presented and for the item to be placed on a future agenda.

L. Write Off Accounts Consideration

No update provided.

7. Items of Consent

On a motion by Mr. Dean, second by Dr. Streff and carried, the Board reviewed and approved the following items of consent:

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

Voting No: None.

A. Minutes of Previous Meeting

The minutes of the April 11, 2017 regular meeting, April 17, 2017, budget work session and April 17, 2017, public hearing were reviewed and approved by the Board.

B. Balance Due Report

The balance due report was approved as presented in the May 9, 2017, meeting agenda in BoardDocs.

C. Budget Adjustments

There were no budget adjustments.

D. Billing Adjustments

The billing adjustments were approved as listed in the May 9, 2017, meeting agenda in BoardDocs.

E. Accounts Payable

The Board ratified accounts payable for checks numbered 8015188-8015313.

F. Personnel Changes

Board members reviewed a memo describing personnel changes in the month of May 2017, an electronic version of which is filed in the BoardDocs agenda.

8. Informational Items

A. Notice of Violation - Brookmont Water Works

Mr. Linkous reviewed the latest notice of violation regarding the Brookmont water works and staff's response.

B. Pulaski County Public Service Authority Earns Top Award in Operations & Performance from the Virginia Department of Health

Mr. Linkous and Mr. Sweet presented the Board with the Gold Award from the Virginia Department of Health for operations and performance. A photo was taken with the Board and award and plans to celebrate and publicize the receipt of the award were discussed.

C. PFRTWA - Potential for Incurring Long Term Debit

Mr. Sweet and Mr. Linkous reviewed the information provided by the PFRTWA. No action was taken at this time.

9. Closed Session

A. Enter Into Closed Session

On a motion by Mrs. Burchett, second by Mr. Setliff and carried, the Public Service Authority Board of Directors entered into closed session for the discussion of the following:

- Legal Matters

Pursuant to Virginia Code Section 2.2-3711(A) 7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation:

- Delinquent Accounts

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

Voting No: None.

B. Return to Open Session

On a motion by Dr. Streff, second by Mrs. Burchett and carried, the Public Service Authority Board of Directors returned to open session.

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

Voting No: None.

C. Certification of Closed Session

On a motion by Mr. Setliff, second by Mr. Dean and carried, the Public Service Authority Board of Directors adopted the following resolution certifying conformance with the Virginia Freedom of Information Act:

WHEREAS, the Public Service Authority Board of Directors has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with provision of the Virginia Freedom of Act.

WHEREAS, Section 2.2-3371(A) of the Code of Virginia requires a certification by the Board of Directors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Public Service Board of Directos hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution files applies; and (ii) only such business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Public Service Authority Board.

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

Voting No: None.

10. Adjournment

A. Adjournment

On a motion by Dr. Streff, second by Mrs. Burchett and carried, the Board adjourned their May 9, 2017, regular meeting. By consensus, the Board unanimously voted in the affirmative to conclude the meeting.

The June regular meeting of the Public Service Authority will be held on Tuesday, June 13, 2017, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.



Douglas D. Warren, PhD, Chairman



Nancy Burchett, Secretary/Treasurer