

At a meeting of the Public Service Authority Board of Directors held on Tuesday, May 12, 2026, 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: Mr. Dennis Setliff; Mr. Eddie Hale; Mrs. Nancy Burchett; Mrs. Ashley Coake and Mr. Alan Graybeal.

Staff members present included: Josh Tolbert, Deputy Director; Jonathan D. Sweet, County Administrator; Timothy E. Kirtner, County Attorney; Justin B. Martin, Finance Director; Brad Vaught, Assistant Finance Director; Sarah Lopez, Finance Accountant, and Ashley Edmonds, Clerk to the Board.

1. Welcome and Call to Order

Mrs. Burchett called the meeting to order at 9 a.m.

A. Confirmation of A Quorum

Five (5) Board members were present.

2. Presentations and Citizens Comments

A. Citizens Comments

Heather Whitlock, 5731 Ridgewood Place, Pulaski, urged the Board to reconsider the Board members to reconsider the proposed rate increase. She asked for the Board to utilize other avenues to balance the budget.

B. Presentation of the Financial Report for Year Ended June 30, 2025

Mr. Scott Wickham, CPA, CFE, Managing Director, Blacksburg, Robinson Farmer Cox Associates, presented the Financial Report for Year Ended June 30, 2025. He advised the Authority received an unqualified, unmodified report.

On a motion by Mr. Setliff, second by Mr. Hale and carried, the Board accepted the Financial Report for Year Ended June 30, 2025.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.

Voting No: None.

3. Executive Session

An Executive Session is requested pursuant to Section 2.2-3711. A. 7. 8. of the 1950 Code of Virginia, as amended, to discuss legal matters. (Staff attending: Mr. Josh Tolbert, Deputy Director; Mr. Jonathan Sweet, County Administrator and Mr. Tim Kirtner, County Attorney)

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Public Service Authority Board of Directors entered an Executive Session for discussion of the following:

Legal Matters: Pursuant to Virginia Code Section 2.2-3711(A) 7 consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

- Jamie Long Lawsuit

Legal Matters: Pursuant to Virginia Code Section 2.2-3711 (A) 8 discussion of legal matters regarding:

- Radford Water Agreement

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

B. Return to Open Session

On a motion by Mrs. Coake, second by Mr. Hale and carried, the Public Service Authority Board of Directors returned to Open Session.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

C. Certification of Executive Session

On a motion by Mr. Hale, second by Mr. Setliff 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 Directors 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. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

4. Approval of the Agenda

A. Additions or Changes to the Agenda

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Board accepted the agenda with the addition of #3. Executive Session, A. Enter Into Executive Session, Legal Matters, 2.2-3711 (A) 7, Jamie Long Lawsuit.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

5. Financial Matters

A. Financial Report

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Board accepted the April 2025 Financial Report as presented.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

B. Collections Update

The Board reviewed the Collection Update provided by staff. Traci R. Nelson was introduced as the new PSA Collections Specialist.

6. Action Items (New Business)

A. Adoption of FY 2027 Rates

On a motion by Mrs. Coake, second by Mr. Graybeal and carried, the Board adopted the proposed FY 2027 rates for water, sewer and refuse effective July 1, 2026, as advertised below (current and proposed rates).

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.

Voting No: None.

Note: In all current and proposed water and sewer scenarios below the monthly bill is calculated as follows:

- Base Rate + (Gallons Used X Usage Rate ÷ 1,000)

➤ Water

- **Current (Effective July 1, 2025)**

Base Rate (\$/mo.):

Residential/Small Business (Less Than 50,000 gal/mo.).....	\$ 15.78
Medium Commercial (50,000 to 100,000 gal/mo.).....	\$ 92.80
Large Commercial/Industrial (Over 100,000 gal/mo.)	\$ 185.63

Usage Rate (\$/1,000 gallons):

up to 50,000 gal.....	\$ 7.43
50,000 to 100,000 gal	\$ 6.96
over 100,000 gal	\$ 6.49

- **Proposed (Effective July 1, 2026)**

Base Rate (\$/mo.):

Residential/Small Business (Less Than 50,000 gal/mo.).....	\$ 17.04
Medium Commercial (50,000 to 100,000 gal/mo.).....	\$ 100.22
Large Commercial/Industrial (Over 100,000 gal/mo.)	\$ 200.48

Usage Rate (\$/1,000 gallons):

up to 50,000 gal.....	\$ 8.02
50,000 to 100,000 gal	\$ 7.52
over 100,000 gal	\$ 7.01

➤ Sewer

- **Current (Effective July 1, 2025)**

Base Rate (\$/mo.):

Residential/Small Business (Less Than 50,000 gal/mo.).....	\$ 18.57
Medium Commercial (50,000 to 100,000 gal/mo.).....	\$ 133.90
Large Commercial/Industrial (Over 100,000 gal/mo.).....	\$ 278.40

Usage Rate (\$/1,000 gallons):

up to 50,000 gal.....	\$ 10.66
50,000 to 100,000 gal	\$10.22

over 100,000 gal \$ 9.73

▪ **Proposed (Effective July 1, 2026)**

Base Rate (\$/mo.):

Residential/Small Business (Less Than 50,000 gal/mo.)..... \$ 20.06
 Medium Commercial (50,000 to 100,000 gal/mo.)..... \$ 144.61
 Large Commercial/Industrial (Over 100,000 gal/mo.)..... \$ 300.67

Usage Rate (\$/1,000 gallons):

up to 50,000 gal \$ 11.51
 50,000 to 100,000 gal \$ 11.02
 over 100,000 gal \$ 10.51

➤ **Current Connection Fees (Effective July 1, 2022)**

Residential

▪ **Water**

▪ 1 Connection* \$ 1,000.00
 ▪ 2 – 10 Connections** \$ 600.00
 ▪ 11 – 19 Connections** \$ 500.00
 ▪ 20 or more Connections** \$ 400.00

▪ **Sewer**

▪ 1 Connection* \$ 1,200.00
 ▪ 2 – 10 Connections** \$ 800.00
 ▪ 11 – 19 Connections** \$ 700.00
 ▪ 20 or more Connections** \$ 600.00

* Single Residential Connection Includes Appurtenances

** Developer Provides and Installs Appurtenances with Multi-Connection Rate

Water connection appurtenances include: tap into main line, service line from main to meter, corporation stop, meter box, meter setter, meter, service line stub out and meter lid. Water connection fees only apply where a PSA line is directly adjacent to the meter location. Water line extensions, rock removal, creek crossings, road borings over 30 ft. in length or other unusual costs are added to the above fee.

Sewer connections include: tap into main line, service lateral from main to property line and/or right of way, and cleanout. Sewer line extensions, rock removal, creek crossings, road crossings, or other unusual costs are added to the above fee.

Commercial

Water..... \$2,400.00
 Sewer..... \$2,400.00

➤ **Proposed Connection Fees (Effective July 1, 2022) – NO CHANGE**

Residential

▪ **Water**

▪ 1 Connection* \$ 1,000.00
 ▪ 2 – 10 Connections** \$ 600.00

- 11 – 19 Connections** \$ 500.00
- 20 or more Connections** \$ 400.00
- Sewer
 - 1 Connection* \$ 1,200.00
 - 2 – 10 Connections** \$ 800.00
 - 11 – 19 Connections** \$ 700.00
 - 20 or more Connections** \$ 600.00

* Single Residential Connection Includes Appurtenances

** Developer Provides and Installs Appurtenances with Multi-Connection Rate

Water connection appurtenances include: tap into main line, service line from main to meter, corporation stop, meter box, meter setter, meter, service line stub out and meter lid. Water connection fees only apply where a PSA line is directly adjacent to the meter location. Water line extensions, rock removal, creek crossings, road borings over 30 ft. in length or other unusual costs are added to the above fee.

Sewer connections include: tap into main line, service lateral from main to property line and/or right of way, and cleanout. Sewer line extensions, rock removal, creek crossings, road crossings, or other unusual costs are added to the above fee.

Commercial

Water.....	\$2,400.00
Sewer.....	\$2,400.00

➤ **Current PSA Refuse Rates (Effective July 1, 2025)**

• **Basic Services**

Residential

- Standard \$ 24.50
- Low Volume \$ 16.00

Commercial

- Barrel
 - Standard (2 Barrels) \$ 26.50
 - Additional, ea. \$ 5.50
- Dumpster (6 Yard Container)
 - Rent, per month..... \$ 26.50
 - Haul, ea. \$ 37.00
- Roll off (30 Yard Container)
 - Rent, per month..... \$ 100.00
 - Haul, ea. \$ 106.00
 - Tipping Fee, per ton
 - Up to 500 ton..... \$45.00
 - 500 to 2,000 ton \$40.00
 - over 2,000 ton \$35.50

▪ **Special Services**

Residential

- Brush/Debris
 - Small Load (One Grapple) Free
 - Additional Grapple(s), ea \$ 36.00
 - Full Truck, ea \$ 245.00

Commercial

- Boom Truck
 - Haul, ea \$ 106.00
 - Tipping Fee, per ton \$ 45.00
- Compactor
 - Rent (30 Yard Container), per month \$ 375.00
 - Rent (40 Yard Container), per month \$ 425.00
 - Haul, ea \$ 106.00
 - Tipping Fee, per ton
 - up to 500 ton \$45.00
 - 500 to 2,000 ton \$40.00
 - over 2,000 ton \$35.00
- Special Event
 - Truck, per hour \$ 160.00

➤ **Proposed PSA Refuse Rates (Effective July 1, 2026)**

• **Basic Services**

Residential

- Standard \$ 26.50
- Low Volume \$ 17.50

Commercial

- Barrel
 - Standard (2 Barrels) \$ 28.50
 - Additional, ea \$ 6.00
- Dumpster (6 Yard Container)
 - Rent, per month \$ 28.50
 - Haul, ea \$ 40.00
- Roll off (30 Yard Container)
 - Rent, per month \$ 108.00
 - Haul, ea \$ 120.00
 - Tipping Fee, per ton
 - Up to 500 ton \$45.00
 - 500 to 2,000 ton \$40.00
 - over 2,000 ton \$35.50
- Roll off (15 Yard Container)

- Rent, per month..... \$ 108.00
- Haul, ea. \$ 120.00
- Tipping Fee, per ton
 - Up to 500 ton..... \$45.00
 - 500 to 2,000 ton \$40.00
 - over 2,000 ton \$35.50

▪ **Special Services**

Residential

- Brush/Debris
 - Small Load (One Grapple) Free
 - Additional Grapple(s), ea \$ 39.00
 - Full Truck, ea..... \$ 264.50

Commercial

- Boom Truck
 - Haul, ea. \$ 120.00
 - Tipping Fee, per ton..... \$ 45.00
- Compactor
 - Rent (30 Yard Container), per month \$ 405.00
 - Rent (40 Yard Container), per month \$ 459.00
 - Haul, ea. \$ 120.00
 - Tipping Fee, per ton
 - up to 500 ton \$45.00
 - 500 to 2,000 ton \$40.00
 - over 2,000 ton..... \$35.00
- Special Event
 - Truck, per hour \$ 173.00

B. Adoption of FY 2027 Budget and Capital Improvement Plan

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Board adopted the Resolution adopting the Budget for the Pulaski County Public Service Authority for the Fiscal Year July 1, 2026, Through June 30, 2027, Appropriating Funds for All Contemplated Expenses for the Authority.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

RESOLUTION

Adopting the Budget for the Pulaski County Public Service Authority
(Authority) for the Fiscal Year July 1, 2026 Through June 30, 2027
Appropriating Funds for All Contemplated Expenses for the Authority

WHEREAS, the Pulaski County Public Service Authority Board has prepared budgets for this Authority setting forth the contemplated expenditures and revenues as well as the aggregate amount to be appropriated for the next Fiscal Year; and,

WHEREAS, the Authority has established and approved utility rates sufficient to meet the expenditure requirements of this budget for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027;

NOW, THEREFORE BE IT RESOLVED AND ENACTED by the Authority, after due notice and mature consideration of the said budget, that the attached budget shall be and is hereby adopted as the budget of the Pulaski County Public Service Authority for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027.

Public Service Authority Fund:

A total sum of \$12, 758,494 is hereby appropriated. Said funds are to be expended as follows:

PSA Convenience Center \$ 341,079

PSA Residential Refuse 2,529,596

PSA Commercial Refuse 771,291

PSA Roll Off Refuse 1,143,023

PSA Administration 1,270,286

PSA Construction Admin 43,492

PSA Street Lights 9,000

PSA Lakewood Estates 530

PSA Water Department 1,012,704

PSA Water Treatment Pl 2,278,193

PSA Sewer Department 575,722

PSA Sewer Treatment 989,000

Transfer to PSA Capital 932,400

PSA Debt Service 862,178

Total Public Service Authority Fund \$ 12,758,494

Public Service Authority Capital Fund:

A total sum of \$932,400 is hereby appropriated. Said funds are to be expended as follows:

PSA Residential Refuse \$ 537,000

PSA Water Department 275,000

PSA Water Treatment Plant 70,400

PSA Sewer Collection 50,000

Total Public Service Authority Capital Fund \$ 932,400

Total Public Service Authority All Funds \$ 13,690,894

This Resolution is adopted on the 12th day of May 2026, in the County of Pulaski, Virginia, by the Pulaski County Public Service Authority Board and shall be effective July 1, 2026.

Mrs. Burchett made the following remarks:

The Board appreciates the comments received from our customers during the budget process. She spoke briefly about the following items which factored into the budget and necessitated an increase in the rates for water, sewer and refuse service in the upcoming fiscal year:

- The rate increase authorized by the Peppers Ferry Regional Wastewater Treatment Authority for FY27 (additional \$79,131.00/8.3% increase)
- Garage costs increased in all expenditure functions by an additional \$83,076.00 in FY27
- Personnel costs increased an additional 3% and there is an additional 30% increase in PSA Administration costs as the Authority will now fully fund the Executive Director's position

- The rate increase authorized by the City of Rater for water (an increase of \$251,600 to \$591,600 or a 74% increase)
- An increase in electrical costs

7. Action Items (Old Business)

A. None.

There were no Action Items (Old Business) for consideration.

8. Reports from Executive Director and Staff

A. Operational Reports: Convenience Center and County Landfill Tonnage and Cut -Off List

The Operational Reports: Convenience Centers and County Landfill Tonnage, and Cut-Off list for the month of April were reviewed by the Board.

B. FSA Activity Report

The Board reviewed the April Fairlawn Sewer Authority (FSA) Activity Report.

C. Staff To Do List:

The following updates were provided on the following Staff To Do List items:

A. Draper/Claytor Lake Convenience Center

Work pending after completion of trail project.

B. Brookmont Water System Disinfection By-Products

No report.

C. Community Water Projects

Contractor making good progress; waiting to do tie-in with the Town of Pulaski; have started at Riverbend

D. Certification of Fire Hydrant Flow and Corresponding Paint Color Array

Mr. Setliff requested an update on this item at the June 9, 2026, meeting.

E. Write Off Standard Operating Procedures

No report.

F. Snowville Convenience Center (Desire for/Site Location)

No report.

G. Robinson Tract/Hilton Village Water Projects

Completion in a month to a month and a half.

H. Draper Water Line Replacement

No report.

I. Hours for Fairlawn Convenience Center

No report; added to list.

J. Shiloh Tank Project

No report.

Mr. Setliff inquired about securing a grant for commercial water replacement.

9. Other Matters from the Directors

A. Updates Requested by Board Members

There were no Updates Requested by Board Members.

10. Items of Consent

On a motion by Mr. Setliff, second by Mr. Hale and carried, the Board reviewed and approved the following items of consent (A. - E.):

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.

Voting No: None.

A. Minutes of April 14, 2026, Public Service Authority Board of Directors Meeting

The Board approved the minutes of the April 14, 2026, Public Service Authority Board of Directors Meeting.

B. Balance Due Report

The Balance Due/Accounts Receivable Aging Report was reviewed and approved.

C. Budget Adjustment

There were no Budget Adjustments for consideration.

D. Accounts Payable

The Board Accounts Payable for checks numbered #52135 - 52255.

E. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of April, the electronic version of which is filed in the May 12, 2026, BoardDocs agenda.

11. Informational Items

A. Community Water Improvements WSL-001-22-BE (Construction & Asset Management Plan) WSL-001-22A (Water Tank) 2022 Drinking Water Construction Assistance DWSRF Award (3rd Revision)

The Board reviewed the Community Water Improvements WSL-001-22-BE (Construction & Asset Management Plan) WSL-001-22A (Water Tank) 2022 Drinking Water Construction Assistance DWSRF Award (3rd Revision) letter.

12. Adjournment

A. Adjournment

On a motion by Mr. Graybeal, second by Mr. Setliff and carried, the Board adjourned their May 12, 2026, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake, Mr. Graybeal.
Voting No: None.

The monthly meeting of the Public Service Authority Board of Directors will be held on Tuesday, June 9, 2026, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.

Nancy M. Burchett, Chair

Dennis L. Setliff, Secretary

