

## PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS

December 11, 2012

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, December 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, Virginia, the following Board members were present: Doug Warren, Chairman; Pete Crawford, Vice-Chairman; David Dean; Hollis Loyd, Secretary/Treasurer; and Nancy Burchett.

Staff members present included: Peter Huber, County Administrator; Diane Newby, Finance Director; and Gena Hanks, Executive Secretary.

Dr. Warren advised the agenda would need to be modified to include a "Closed Session" at the end of the regular meeting.

Mr. Huber advised that Mr. Nichols would be unable to attend the meeting due to attending to a sewer issue at Pulaski County High School. Mr. Huber described staffs' efforts to repair a break in a line, as well as release the hose to free up the sewer vac truck.

### 1. Citizen Comments

Ms. Brenda Blackburn requested an update on the investigation to issues related to the disposition of "gates" that had been brought to the Dublin Drop site. Ms. Blackburn suggested the gates shown in the picture which was provided to the Board were not the actual gates in question. Mr. Dean inquired if Ms. Blackburn had seen the gates. Ms. Blackburn responded she had seen the gates at the Dublin Drop Site and also questioned why pictures weren't taken of the gates prior to the gates being crumpled.

Mr. Huber advised an update would be provided to the Board in Closed Session. Mr. Huber also advised the memo in the Board packet referenced in error the gates as being at the "Dora Highway" site and should have referenced the "Dublin" site.

### 2. Follow-up Items

Dr. Warren advised the agenda and supporting documentation had been prepared in a manner that referenced those items requiring "Action" by the Board and those items not requiring action are self explanatory. Dr. Warren suggested the Board need to only "acknowledge" those items not needing action.

#### a. Explanation for Increase in Refuse Collection Departmental Costs

Mr. Huber described staff research of a request by the Board and found year-to-date expenditures to be \$28,400 higher in the current fiscal year due to the following:

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1. Implementation of the compensation study contributed \$9,100 to this increase as a number of refuse department employees were underpaid according to standards set by comparable localities.
2. Last year, the refuse department operated approximately 1 person less than full staff while being fully staffed this year. The difference in staffing levels accounts for \$4,800 of the overall difference in departmental costs.
3. Implementation of the VRS 5.7% salary increase resulted in salary increases of \$14,500.
4. The economy of Pulaski County and that of the New River Valley is coming out of the recession resulting in higher volumes of household refuse being disposed of. This higher volume results in higher landfill tipping fees.

Mr. Loyd questioned whether item three was a monthly or annual expense. Ms. Newby advised this figure was a "year-to-date" expense.

b. Update on Streetlight Revenue/Expenditures

As reported in the Board packet, staff confirmed with AEP that the PSA is paying for 76 streetlights at a cost of \$1,109.93 per month, as well as provided an update on a request to AEP to provide a map of the various streetlight locations and are auditing the revenues and expenditures to determine where the difference is between expenditures and revenues.

c. Cash on Hand at PSA Billing Office

As reported in the Board packet, cash on hand at the end of a peak day at the Dublin PSA office would be between \$1,000 and \$3,000.

Mr. Loyd inquired as to what is done with the cash at the end of the day. Ms. Newby advised cash is taken to the bank daily.

d. PSA Office Study

As reported in the Board packet, two architectural firms have been contacted in efforts to seek proposals for studying options to relocate the PSA office.

Board members discussed potential locations, including the existing REMSI building on Rt. 100, a stand-alone building at the entrance to the County Garage and the grounds at the old Dublin Primary School.

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Mr. Dean inquired if the State Farm building had been ruled out. Mr. Huber advised the county engineer had reviewed the location as a potential PSA office billing site, but had determined the property is too small. Dr. Warren inquired if there was any additional room at the existing Dublin Town Center. Mr. Huber offered to follow-up on Dr. Warren's inquiry. Ms. Burchett suggested the potential for moving a PSA clerk to the Dublin collections counter, which would free up some office space in the existing PSA offices.

Mr. Huber summarized the Board's requested action of staff as follows: inquire as to any additional space in the existing Dublin Town Center, expanding existing space, moving a PSA clerk to Town of Dublin collection offices or Town of Dublin providing collections, and research availability of vacant building in the Town Center which previously housed doctor's offices. The Board also directed staff to obtain price from architects for a stand-alone building.

e. Recommendation Regarding Payment of Late Fees

As reported in the Board packet, staff recommended that the billing staff be given the option of reducing penalty costs to a minimum of \$100, noting the penalty fee would be in addition to a 10% annual interest cost, or .0833 per month.

Board members inquired as to the frequency of such occurrences, benefits to the customer, number of customers affected and if the new policy is adopted, would customers be notified in writing.

M. Huber advised that it was unknown at this time as to how many people would be affected, and also advised that the change would be advertised for public comment.

Mr. Huber also advised a public hearing would be required prior to any changes in the late payment penalty fee.

On a motion by Mr. Crawford, seconded by Mr. Loyd and carried, the Board approved advertising for a public hearing to consider reducing penalty costs to a minimum of \$100.

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

Voting no: none.

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f. Gate Investigation

As provided in the Board packet, staff reviewed with Board members pictures of the gates in question after having been crushed in preparation for transport to the recycling firm. Mr. Huber advised a further update would be provided in Closed Session.

g. Pulaski-Dublin-Radford (PDR) Funds/PSA Dublin Site Improvements

As reported in the Board packet, a contract had been signed with Thompson and Litton, in the amount of \$36,600 to design the site/civil improvements necessary for PSA owned facility at the County Garage site/Dublin Drop center, with final construction documents expected to be complete by January 30, 2013.

h. Opossum Hollow Pump Station Bypass

As reported in the Board packet, the Opossum Hollow pump station by-pass has been completed and is working properly. It was noted while completing the work, pressure surges in excess of 300 psi were witnessed and these surges are now being better controlled, as a result of the by-pass.

i. Water Treatment Plant (WTP) Energy Efficiency Improvements

As reported in the Board packet, the PSA Board had previously allocated \$7,000 to cover additional costs incurred to replace the monitors at the raw water pump station, with the actual cost being \$4,254 and the total cost of the project being \$25,994, of which \$21,740 is covered by the Department of Mines, Minerals and Energy Efficiency project being managed by the Board of Supervisors.

Mr. Huber advised motors were delivered and the fitting for installing the new motors being obtained.

3. Action Items

a. Drop Site Video Cameras

Mr. Huber further described a report included in the Board packet related to longstanding issues with customers and allegations of employees removing items from the PSA drop sites and a subsequent request for consideration to installing video monitors at the drop sites.

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Mr. Huber requested authorization to spend up to \$1,500 per drop site for the purchase and installation of video cameras.

Mr. Loyd inquired as to who would monitor the videos. Mr. Huber advised the device could be monitored by county/PSA staff via the Internet.

Dr. Warren suggested purchase of a quality video system which would allow for recognizing faces, and possibly allow for reading of license plate.

Board members discussed the actual location of the video monitors at the drop sites, the setting of precedents if citizens are allowed to remove "good" recyclables, taking "good" recyclables to the Restore, using of recyclables for charitable purposes, and potential issues amongst citizens claiming "good" recyclables.

By consensus, Board members requested staff to contact the City of Radford to determine how video cameras are working the Radford sites and provide update at future meeting.

Mr. Dean provided a motion to authorize spending up to \$1,500 for the purchase of video cameras; however, following discussion by Board members, Mr. Dean retracted his original motion.

On a motion by Mr. Loyd, seconded by Ms. Burchett and carried, the Board approved authorizing up to \$2,000 for purchase of video cameras at each of the three drop centers, to provide information on how monitoring would be accomplished and what materials would be monitored at the drop sites.

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

Voting no: none.

Mr. Crawford indicated his interest in allowing employees at the drop sites to take items as needed.

Dr. Warren shared a situation related to a friend who had worked in the refuse department in Newport News and the permitting of keeping of goods collected. Ms. Burchett suggested staff review the State Code as it relates to allowing employees to keep goods collected, as allowing employees to take home goods may be prohibited by State Code.

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Ms. Burchett inquired if employees are allowed to buy from a county sponsored public auction. Mr. Huber responded it was his understanding the policy had changed allowing for employees to buy at county sponsored auctions, but does not allow for employees to buy goods directly from the county.

b. Sewer Odor at Cooks Crossing

As reported in the Board packet, Montgomery County contacted PSA staff offering to give the PSA approximately 1,700 gallons of bioxide at no charge, noting approximately 900 gallons have been transported by PSA staff to date. Staff also reported efforts are underway to contact Montgomery County to determine any interest in selling their feed equipment as well.

Mr. Loyd requested staff contact Montgomery County to determine Montgomery County's purpose for disposing of the bioxide and provide an update at the next meeting.

Board members inquired if the Board of Supervisors were aware that the PSA had allocated \$10,000 for the purchase of chemical feed equipment for the Lee Highway Court lift station. Mr. Huber advised the Board of Supervisors had been notified of PSA action.

Mr. Huber also advised that county staff had been meeting with the Town of Pulaski staff regarding odor issues in general, with the Town making a number of changes to the sewer system. Mr. Huber recommended waiting 30 days after the Town of Pulaski has completed changes to the system prior to implementing the bioxide feed.

By consensus, the PSA Board accepted staff recommendation to waiting 30 days after the Town of Pulaski has completed changes to the system prior to implementing the bioxide feed.

c. Water Intake

As reported in the Board packet, staff recommended soliciting proposals from engineering firms to determine recommended courses of action, confirm permitting requirements and initiate any necessary applications to dredge the area around the intake should dredging be viable, and seek financial assistance from the Virginia Health Department in addressing the matter.

Mr. Huber described the intake pipes and expressed appreciation to Mike Burchett for assistance in allowing use of a depth finder.

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Board members inquired regarding the potential for extending the pipes, how long pipes have been in place and if federal approval is needed to dredge.

Mr. Huber advised pipes had been in place since 1978 and that staff would need to confirm any federal approvals needed.

On a motion by Mr. Dean, seconded by Mr. Crawford and carried, the Board approved staff recommendations as follows: soliciting proposals from engineering firms to determine recommended courses of action, confirm permitting requirements and initiate any necessary applications to dredge the area around the intake, and seek financial assistance from the Virginia Health Department in addressing the matter.

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

Voting no: none.

d. Sewer to Painter's Woods and Draper Valley Subdivisions

As reported in the Board packet, there are at least two documented cases of failed septic systems in the Painter's Woods Subdivision and a request for sewer service to Draper Valley Subdivision.

Mr. Huber further described a report to the Board related to Wythe County's recently installed public sewer to the Este's Truck terminal located approximately just across the county line, 7,700 feet from Painters Woods and 12,400 feet from the Draper Valley Golf Course. Staff recommended development of preliminary cost estimates for this area.

Mr. Loyd recalled a study having been prepared approximately five years ago on providing water and sewer service to this area.

Board members discussed which locality would receive fees paid by customers.

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On a motion by Ms. Burchett, seconded by Mr. Loyd and carried, the Board approved discussing with Wythe County the potential for providing sewer to the area described above and any interest in connecting, authorized a basic preliminary engineering report for the extension of Wythe County sewer service from Estes to the Draper Valley Golf Course and review of study conducted five years ago.

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

Voting no: none.

e. Homes for Our Troops Roll-Off Costs

As reported in the Board packet, staff recommends waiving of rental and hauling costs for "Homes for Our Troops" home construction costs for Staff Sergeant Jeremy Austin.

Mr. Dean provided a motion to approve the staff recommendation.

Mr. Loyd expressed concern over the potential for the setting of a precedent for future similar requests. Mr. Huber described the particular request included a national organization donating a significant amount of material and labor for a county citizen. Mr. Huber also described similar situations where waiving of fees may be granted such as a tornado event.

Mr. Loyd requested specific reference in the original motion to this being approved only because it is a voluntary effort. Mr. Dean declined to change the original motion, indicating this as the right thing to do. Mr. Dean clarified that his original motion to waive fees was only for this particular case involving Sergeant Jeremy Austin.

Mr. Loyd seconded Mr. Dean's motion approving staff recommendation for waiving rental and hauling fees for "Homes for Our Troops" construction costs for Staff Sergeant Jeremy Austin.

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

Voting no: none.

Mr. Loyd expressed concern that while the waiving of fees is not a significant cost, there is the potential for receiving additional similar requests.



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Dr. Warren advised the issue is not with granting approval for a "Veteran", but rather recognizing the volunteer initiatives related to the project and in effect, the PSA is endorsing the project and participating by waiving of fees.

Mr. Crawford inquired regarding who does tax assessment on property. Mr. Huber advised the Commissioner of Revenue office provides that service.

Mr. Loyd suggested the Veterans Administration may be paying taxes, although there was no evidence of this.

f. Wilderness Road Easement

As reported in the Board packet, Mr. Eddie Hill is requesting the assistance of the PSA in providing him with a water connection following deterioration of his well. Mr. Huber described the previous construction of the line, as well as no easement having been recorded for the relocated line. Mr. Huber also noted the inability to research specifics of the situation due to the death of the Planning District Commission staff person who obtained the easement.

PSA staff recommended paying Mr. Hill \$500 for the easement which would allow him to pay for the water connection to the PSA system he needs in order to have an adequate water source.

Mr. Loyd questioned if Mr. Hill had tied into the waterline that was put in three to four years ago.

Ms. Burchett inquired if Mr. Hill was up to date on his non-user fees. Mr. Huber advised this was not likely.

Mr. Dean inquired as to what caused the error. Mr. Huber indicated it was unknown as the individual who worked on the matter had passed away.

Staff was requested to determine the distance of the line from Mr. Hill's house and provide an update at a future meeting.

Mr. Huber advised he would not recommend waiving future fees on sewer if it is determined to be within 300 feet of the line.

Board members discussed waiving of previous non-user fees, if there are any, and then from this point forward Mr. Hill would be a water customer and would have to pay a non-user sewer fee.

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On a motion by Mr. Crawford, seconded by Mr. Dean and carried, the Board approved paying Mr. David Hill \$500 for the easement, and waiving of previous non-user fees, if any.

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

Voting no: none

Staff was also directed to check the non-user fees for other customers and provide update at a future meeting.

Dr. Warren called for a five minute recess.

4. Consent Items

a. Minutes of Previous Meetings

The Board approved the minutes of the November 13, 2012 PSA Board meeting.

b. Balance Due & Lien Reports

Mr. Loyd and Mr. Dean expressed concerns over the 90 days report continually growing. Mr. Huber provided a draft of a new 90 day report, noting the report has not been thoroughly tested and edited.

Mr. Crawford inquired regarding the methods used by staff in placing a lien on property.

Board members discussed consideration to placing the names of delinquent customers in the local papers, as well as taking legal action against customers with delinquent accounts over 90 days.

Mr. Loyd requested staff review the report for errors related to the total liens. Mr. Huber advised the new report would provide accurate numbers.

Mr. Dean requested consideration to hiring of an individual to work solely on delinquent collections, or possibly assigning the task to an existing employee. Mr. Huber advised the Finance Department is short staffed; however, if a decision is made to relocate a PSA clerk to the Dublin Town collections office, this may free up an individual in the existing billing staff to work on the collection of delinquent accounts.

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By consensus, the Board approved the following balance due and lien reports, as well as authorized staff to review the top ten report and providing suggested actions addressing the first several items at each meeting, providing a recommendation on the assigning, or hiring, of a person to stay on delinquencies each month.

<b>Balance Due</b>	<b>10/1/2012</b>	<b>11/1/2012</b>	<b>12/3/2012</b>	<b>12/28/2012</b>
Current Balance	755,737.81	505,062.48	546,674.25	740,126.33
Over 30 Days	41,999.21	63,617.61	43,561.80	25,853.34
Over 60 Days	18,533.03	15,362.77	47,284.32	41,803.31
Over 90 Days	979,652.38	982,669.33	990,800.75	987,377.74
<b>Total</b>	<b>\$ 1,795,922.43</b>	<b>\$ 1,566,712.19</b>	<b>\$ 1,628,321.12</b>	<b>\$ 1,795,160.72</b>
Liens Filed				\$ 387,847.81

**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>	45,499.71	63,636.12	657,393.93	\$ 766,529.76
<b>Commercial</b>	2,605.16		33,314.02	\$ 35,919.18
<b>Nonuser</b>	<b>184,928.80 see break down below</b>			\$ 184,928.80
<b>Total</b>		63,636.12	\$ 690,707.95	\$ 987,377.74

**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>	42,279.68		3,220.03	45,499.71
<b>Commercial Water</b>	2,485.91		119.25	2,605.16
<b>Residential Garbage</b>	53,930.91		603,463.02	657,393.93
<b>Commercial Garbage</b>	28,980.43		4,333.59	33,314.02
<b>Sewer</b>	6,099.89		57,536.23	63,636.12
<b>Total</b>	\$ 133,776.82	<b>\$ 184,928.80</b>	\$ 668,672.12	987,377.74

c. Budget Adjustments

The Board approved the following budget adjustment:

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PSA FUND #6		
Account Number	Account Title	Amount Increase (Decrease)
<b>REVENUES:</b>		
<b>TOTAL</b>		\$ -
<b>EXPENDITURES:</b>		
500-046100-6007	Water Lines Repairs & Maintenance	\$ 2,606.54
500-046100-3310	Water Lines Repairs & Maintenance Services	1,606.50
500-094100-8245	Commerce Park Project	15,489.21
500-094100-8125	Water Treatment Plant Raw Water Pumps	7,000.00
500-094100-3100-011	Sewer Machinery & Equipment	10,000.00
500-091400-9301	Contingency Funds	(36,702.25)
<b>TOTAL</b>		\$ -

<b>Pulaski County PSA Contingency Funds Balance 12/11/2012</b>		
Beginning Balance 07/01/12	500-091400-9301	\$ 635,485.00
<b>Uses:</b>		
PSA Admin	Replace cash register computer	(1,083.00)
PSA Water	Replacement of Several Water Lines	(61,952.00)
PSA Water	Water Lines Repairs & Maintenance	(2,606.54)
PSA Water	Water Treatment Plant Raw Water Pumps	(7,000.00)
PSA Sewer	Sewer Lines Repairs & Maintenance Services	(1,606.50)
PSA Sewer	Sewer Machinery & Equipment	(10,000.00)
Capital Improvements	Commerce Park Project	(15,489.21)
Balance 12/11/12		<u>\$ 535,747.75</u>

d. Billing Adjustments

The Board approved billing adjustments totaling a net credit of \$8,633.65.

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Mr. Loyd inquired if there was any way to run, at the end of each month, a comparison report from the previous month to see if one customer stands out. Staff was requested to review options for printing of the report. Mr. Huber suggested staff describe situations involving over \$1,000.

e. Accounts Payable

The Board approved accounts payable for checks numbered 8008039 through 8008154, subject to audit.

5. Staff Reports

a. Financial Reports

The Board reviewed and accepted the financial reports as presented.

Mr. Dean inquired if action was taken by staff for changing banks for loans. Ms. Newby responded staff had taken this action.

b. Operational Report

1. Inmate Availability

Staff reported use of three inmates per day for the month of November.

2. Drop Site and County Landfill Tonnage Reports

The Board reviewed the following drop site and county landfill tonnage reports:

Drop Site Total  
for the Month of November 2012

Site	Trips	Tons	Tons per haul
Dora Highway	11	15.89	1.44
Dublin	26	73.82	2.83
Fairlawn	14	57.44	4.10
<b>Totals</b>	51	147.15	2.88

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Landfill Tonnage Reports

Commercial	Residential	Tires	Brush
2757.50	926.70	846	5.30

3. Cut Off List

Staff reported the current water/sewer cut-off reflected 30 cutoffs for the month of November.

4. Personnel Changes

The Board reviewed the recent personnel changes report.

c. Board Procedures Booklet

Board members were provided a "Board Procedures" booklet in the Board packet.

Dr. Warren advised this was the first booklet of this type that he had received while serving as a PSA Board member and he would like to request that any new board members receive the same booklet prior to becoming a board member. Staff agreed to provide the booklet to any new PSA board member.

d. Fluoride Article

Board members reviewed a recent fluoride article which was provided through the Board packet.

e. Department of Health Inspection Reports

Staff provided in the Board packet a summary of an email from the Department of Health noting that the water sample collection for Brookmont was within specifications.

f. Damage to Dublin Sewer @ Electroplate Rite

Staff provided in the Board packet an update on a significant problem when a sewer line was blocked by grout from test wells being drilled to determine the extent of groundwater pollution from Electroplate Rite and efforts by PSA staff to remedy the problem.

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By consensus, Board members commended the PSA Water Department staff for their work on this and other issues related to water lines.

g. Commerce Park Utility Project

As reported in the Board packet, notification was received from the Economic Development Administration that the grant for the Commerce Park utility project was closed out, indicating approval of complicated financial reports involved in this project.

Board members extended an expression of appreciation to Tammy Safewright, Jared Linkous, project inspectors Mike Tolbert and Lane Penn, the PSA Water Department, as well as the NRV Planning District Commission staff for an exemplary job in getting this project accomplished.

Mr. Loyd inquired if the second tank was being used at Commerce Park. Mr. Huber advised the tank was not being used, but could readily be put into service to meet the needs of prospective firms.

6. Staff To-Do Listing

Board members reviewed the following Items which staff is currently working on but for which there is no additional information to report to the Board at this time.

- a. Skyview/NRV Fairgrounds sewer funding
- b. South Side of Lake and Fairlawn Drop Centers
- c. Dublin PSA Office Relocation
- d. Covered Water Meter Ordinance
- e. Route 99/I-81 Sewer Service
- f. Lakewood Estates emergency response plan

The Board reviewed and accepted the above listed reports.

7. Other Matters

Mr. Huber distributed an 8½ x 14 spreadsheet which detailed the various ongoing projects which had been contracted out, including both the PSA and Board of Supervisor projects, noting the spreadsheet would be refined.

Mr. Huber advised the Board of Supervisors had approved a pay increase to \$200 per month, per Board member, with the Chairman of the PSA Board receiving \$250 per month, effective with the December 15, 2012 payroll.

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8. Closed Session –2.2-3711(A)1.5

On a motion by Mr. Loyd, seconded by Mr. Crawford and carried, that the Public Service Authority Board of Directors entered into Closed Session for discussion of the following:

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- Gate Investigation

Prospective Industry – Pursuant to Virginia Code Section 2.2-3711(A)5 discussion concerning a prospective business or industry, or the expansion of an existing business and industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community:

- Project Greenhouse

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

Voting no: none.

Return to Regular Session

On a motion by Mr. Crawford, seconded by Mr. Loyd and carried, that the Board return to regular session.

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

Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Mr. Crawford, seconded by Ms. Burchett and carried, that the PSA Board of Directors adopt 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 the provision of the Virginia Freedom of Information Act:



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WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Board of Directors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the PSA 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 applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Public Service Authority.

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

Voting no: none

9. Adjournment

On a motion by Mr. Dean, seconded by Mr. Crawford and carried, the Board adjourned its regular December meeting. The next meeting of the PSA Board is scheduled for Tuesday, January 8, 2013 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. Crawford, Mr. Dean, Dr. Warren, Mr. Loyd, Ms. Burchett.

Voting no: none.

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Doug Warren, Chairman

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Hollis Loyd, Secretary/Treasurer