

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING  
February 11, 2020

At a meeting of the Public Service Authority Board of Directors held on Tuesday, February 11, 2020, 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, Chair; Mr. Dave Dean, Vice Chair; Mr. Dennis Setliff; Dr. Fritz Streff and Mrs. Nancy Burchett.

Staff members present included: Ronnie Nichols, Deputy Director; Jonathan Sweet, County Administrator; Diane Newby, Finance Director; Debra Boyd, Accounts Payable and Collections Clerk and Natasha Grubb, Clerk to Board. Absent: Jared Linkous, Executive Director.

1. Welcome and Call to Order

Dr. Warren called the meeting to order at 9:00 a.m.

A. Confirmation of A Quorum

5 (five) Board members were present.

2. Approval of the Agenda

The Board voted in the affirmative by consensus to accept the agenda as presented.

3. Presentations and Citizens Comments

A. Presentations and Citizens Comments

Mr. Andy McCready and Mr. Dean Pratt, Members of the New River Resource Authority representing Pulaski County, gave a presentation on current New River Resource Authority (NRRRA) activities and the status of Pulaski, Dublin and Radford (PDR) funds.

4. Financial Matters

A. Financial Report

Mrs. Newby presented the Financial Report.

On a motion by Mr. Dean, second by Mr. Setliff and carried, the Board reviewed and accepted the Financial Report.

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

Voting No: None.

B. Collections Update

Mrs. Boyd reviewed the Collections Update.

5. Action Items (New Business)

There were no Action Items regarding New Business.

6. Action Items (Old Business)

There were no Action Items regarding Old Business.

7. Reports from Executive Director and Staff

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

The Board reviewed the Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list as presented in the February 11, 2020, BoardDocs agenda.

Mr. Setliff questioned when excavation would commence at the Fairlawn Convenience Center. Mr. Nichols advised excavation would begin once the weather improves as recent substantial rain events have hampered the project.

B. Activity Report

Mr. Nichols presented the Pulaski County Sewerage Authority (PCSA) Activity Report.

Mr. Setliff expressed his appreciation to the PSA Maintenance Supervisor and staff for assisting the Pulaski County Sewerage Authority (PCSA) with overflow issues due to recent inclement weather.

C. Pulaski County Middle School Sewer Extension

Mr. Nichols reviewed the updates on the Pulaski County Middle School (PCMS) Sewer Extension project.

D. Pulaski County Sewerage Authority (PCSA)

The Board reviewed the excerpt of draft meeting minutes from the Pulaski County Board of Supervisors held on January 27, 2020, regarding the Pulaski County Sewerage Authority's (PCSA) request for financial assistance.

E. Staff To Do List

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

A. Drop Site on the South Side of Claytor Lake

No report given.

B. Covered Water Meter Ordinance

No report given.

C. Draper Area Wythe County Sewer/PSA Connection

No report given.

D. Water Meter Replacement

No report given.

E. Water Master Plan

No report given.

F. Facilities for Refuse Employees

No report given.

G. Pulaski Convenience Center Relocation

No report given.

H. Brookmont Water System Disinfection By-Products

No report given.

I. Improvements to Fairlawn Convenience Center

No report given.

J. Write off Accounts Consideration

Dr. Warren stated a date and time should be scheduled to start the process of writing off accounts.

#### 8. Other Matters from the Directors

Mr. Setliff advised the Pulaski County Sewerage Authority (PCSA) will move forward with utilizing First Bank & Trust as an alternative payment collection site for its customers.

#### 9. Items of Consent

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

##### A. Minutes of Previous Meeting

The Minutes of January 14, 2020, regular meeting, were approved by the Board at the February 11, 2020, meeting.

##### B. Balance Due Report

The Balance Due Report was approved as presented in the February 11, 2020, meeting agenda in BoardDocs.

##### C. Budget Adjustments

There were no Budget Adjustments.

##### D. Billing Adjustments

The Billing Adjustments were approved as listed in the February 11, 2020, meeting agenda in BoardDocs.

##### E. Accounts Payable

The Board ratified Accounts Payable for checks numbered #40455-40573.

##### F. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of January 2019, an electronic version of which is filed in the February 11, 2020, BoardDocs agenda.

#### 10. Informational Items

##### A. Capital Improvement Plan and Budget Schedule

The Board reviewed the PSA Capital Improvement Plan and Budget schedule.

The Board voted in the affirmative by consensus to approve the PSA Capital Improvement Plan and Budget schedule.

#### 11. Adjournment

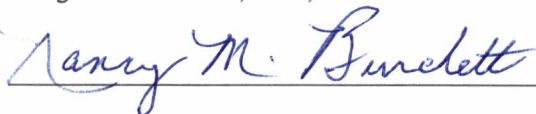
##### A. Adjournment

On a motion by Dr. Streff, second by Mr. Setliff and carried, the Board adjourned their February 11, 2020, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting.

The next meeting of the Public Service Authority Board of Directors will be held on Tuesday, March 10, 2020, 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, DED, Chairman



Nancy Burchett, Secretary