

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING  
May 10, 2022

At a meeting of the Public Service Authority Board of Directors held on Tuesday, May 10, 2022, 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, Chair and Mrs. Ashley Coake, Vice Chair. Absent: Mr. Douglas Swanson.

Staff members present included: Jared Linkous, Executive Director; Josh Tolbert, Deputy Director; Jonathan Sweet, County Administrator, Pulaski County; S. Diane Newby, Finance Director; Tracy Belcher, Assistant Finance Director; and Markie Saunders, Planning & Zoning Coordinator.

1. Welcome and Call to Order

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

A. Confirmation of A Quorum

4 (four) Board members were present with one Board member absent (Mr. Swanson).

2. Presentations and Citizens Comments

A. Presentations and Citizens Comments

There were no presentations or citizens comments.

3. 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 as presented.

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

Voting No: None.

Absent: Mr. Swanson.

4. Financial Matters

A. Financial Report

Mrs. Belcher presented the financial report to the Board.

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

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

Voting No: None.

Absent: Mr. Swanson.

B. Collections Update

Mr. Linkous provided the collections update and advised that staff continues to work on the list/report of account holders who are \$300.00 and above in arrears. The list will be sent to each Board member when completed for review before posting in the local newspapers.

5. Action Items (New Business)

A. Request for Use of Towers- Town of Dublin

Mr. Linkous review the request by the Town of Dublin to locate onto an existing tower.

On a motion by Mr. Setliff, second by Mr. Hale and carried, the Board approved the use of the Tower by the Town of Dublin.

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

Voting No: None.

Absent: Mr. Swanson.

#### 6. Action Items (Old Business)

A. None.

There were no Action Items (Old Business).

#### 7. Reports from Executive Director and Staff

A. Operational Reports: Convenience Center 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 for the month of April.

Mr. Linkous updated the Board on the paving improvements and completion timeline of the paving at the County Garage and Dublin Convenience Center.

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. 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

Work continues to prepare to bid project.

#### I. Improvements to Fairlawn Convenience Center

No report.

#### J. Riverbend Water Delivery Issues Response

No Report.

### 8. Other Matters from the Directors

#### A. Updates Requested by Board Members

There were no updates requested by the Board members.

### 9. Items of Consent

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

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

Voting No: None.

Absent: Mr. Swanson.

#### A. Minutes of May 3, 2022, the Public Service Authority Board of Directors Budget Work Session

The Minutes of the May 3, 2022, Public Service Authority Board of Directors Budget Work Session were approved by the Board at their May 10, 2022, meeting.

#### B. Minutes of the April 26, 2022, Public Service Authority Board of Directors Budget Work Session

The Minutes of the April 26, 2022, Public Service Authority Board of Directors Budget Work Session were approved by the Board at their May 10, 2022, meeting.

#### C. Minutes of the April 19, 2022, Public Service Authority Board of Directors Budget Work Session

The Minutes of the April 19, 2022, Public Service Authority Board of Directors Budget Work Session were approved by the Board at their May 10, 2022, meeting.

#### D. Minutes of the April 12, 2022, Public Service Authority Board of Directors Meeting

The Minutes of the April 12, 2022, Public Service Authority Board of Directors were approved by the Board at their May 10, 2022, meeting.

#### E. Balance Due Report

The Balance Due Report is not available.

#### F. Budget Adjustment

PSA Fund #2022-04: \$366,191.00 was approved by the Board at their May 10, 2022, meeting.

#### G. Billing Adjustments

The Billing Adjustments were not available.

#### H. Accounts Payable

The Board ratified Accounts Payable for checks numbered #43714-43832.

#### I. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of April 2022, the electronic version of which is filed in the May 10, 2022, BoardDocs agenda.

#### 10. Informational Items

##### A. Rate Comparison

Mr. Linkous provided comparisons of the rates for water and sewer of the surrounding jurisdictions.

#### 11. Adjournment

##### A. Adjournment

On a motion by Mrs. Coake, second by Mr. Hale and carried, the Board adjourned their May 10, 2022, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting. (Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake.; Absent: Mr. Swanson)

The monthly meeting of the Public Service Authority Board of Directors will be held on Tuesday, June 14, 2022, 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