

At a meeting of the Public Service Authority Board of Directors held on Tuesday, April 11, 2023, 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, Mrs. Ashley Coake, Vice Chair and Mr. Douglas Swanson.

Staff members present included: Jared Linkous, Director; Josh Tolbert, Deputy Director; Timothy E. Kirtner, County Attorney; Diane Newby, Finance Director; Debra Boyd, Accounts Payable/Collections Coordinator 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. Presentations and Citizens Comments

Patricia O'Dell, 3066 Old Route 100 Road, Draper, commented on the former Red Carpet Inn when it opened in the 1960s and how now it would be known as one of three (3) dumpsites within in a five (5) mile radius of each other. She stated she felt there was not a need for another dumpsite and a ten (10) minute drive to the Dublin center was not an inconvenience for County residents to travel and use the dumpsite. Mrs. O'Dell requested the Board consider not putting a dump in the area as the land was too good and too pretty for a dump. She asked for the Board to put in a sewer line and develop businesses, like a restaurant, in the area instead of a dumpsite.

E.W. Harless, 5100 Armstrong Street, Dublin, spoke in support of the proposed Pulaski/Draper Convenience Center. He stated the location of the proposed site provides the citizens in the Draper, Hiwassee and Claytor Lake areas with convenient access to a drop site; especially since these residents are no longer able to bring items to the Dora Highway or Town of Pulaski drop sites. Mr. Harless gave his support to the Board members for their decision to move forward with the project and gave kudos to Mr. Josh Tolbert and staff for their efforts to maintain the excellent conditions in the existing Convenience Centers.

Richard Kelly Chumbley, 2780 Wysor Road, Draper, inquired about where the plans for the proposed Convenience Center are. Mr. Linkous advised that staff was acquiring quotes for asbestos removal. He also asked if there were a set of plans for review or a set of erosion and sediment control plans submitted or how stormwater runoff will be addressed? Mr.

Linkous stated neither were available or submitted. Mr. Chumbley also asked if the Board or staff considered the residents living adjacent to the site of the Convenience Center. Mr. Linkous spoke of issues at the current site, i.e., drug activity, transients, unsafe structure. He also stated the PSA operated a Convenience Center with residential neighborhoods (Bagging Plant Road, Dublin). Lastly, Mr. Chumbley asked Mr. Harless how he would feel about living next to a Convenience Center.

Brenda Blackburn, Dublin, inquired about the asbestos report. Mr. Linkous advised that an independent third party completed the report. She advised there was an article written about the asbestos at the former hotel and suggested the Board look into it.

3. Executive Session

A. Enter Into Executive Session

An Executive Session is requested pursuant to Section 2.2-3711. A. 8. of the 1950 Code of Virginia, as amended, to consult with legal counsel and staff on legal matters. (Staff attending: Mr. Jared Linkous, Executive Director, Mr. Josh Tolbert, Deputy Director and Mr. Timothy E. Kirtner, Attorney)

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

Legal Consultation: Pursuant to Virginia Code Section 2.2-3711(A) 8 discussion for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel regarding:

- Legal Correspondence Regarding Route 99/Town's Convenience Centers

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

Voting No: None.

B. Return to Open Session

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Public Service Authority Board of Directors returned to open session.

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

Voting No: None.

C. Certification of Executive Session

On a motion by Mr. Swanson, second by Mr. Hale 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, Mr. Swanson, Mrs. Coake.

Voting No: None.

4. Approval of the Agenda

A. Additions or Changes to the Agenda

On a motion by Mr. Setliff, second by Mr. Hale and carried, the Board accepted the agenda as presented.

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

Voting No: None.

5. Financial Matters

A. Financial Report

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

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

Voting No: None.

B. Collections Update

Staff provided an update on collections and presented a list for advertisement in local newspapers for delinquent accounts in arrears over \$300.00 for water, sewer and garbage to the Board members. Staff advised there were eighty eight (88) customers with payment arrangements (highlighted) and requested the Board members assist with identifying

deceased accountholders. Comments from Board members are due by close of business on April 17, 2023, to allow staff to prepare the list for publication. A list for write offs to be presented by staff at a future meeting.

Staff reported eighty (80) welcome letters were mailed on April 5, 2023, for March 2023, and one hundred and seventy nine (179) letters were drafted and mailed on April 6, 2023, for a portion of the Snowville area for property owners who do not have an active account or show as vacant in the PSA billing system.

C. Draft Budget and Capital Improvement Plan

Staff presented the draft Fiscal Year 2024 Budget and Capital Improvement Plan and requested questions be sent to Mrs. Belcher with Mrs. Newby and Mr. Linkous courtesy copied.

6. Action Items (New Business)

A. None

There were no Action Items (Old Business).

7. Action Items (Old Business)

A. CSFRF-04 Pulaski Executed Funding Agreement

Mr. Linkous reviewed the CSFRF-04 Pulaski Executed Funding Agreement. No action by the Board was required.

8. Reports from Executive Director and Staff

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

The Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list for the month of March was reviewed by the Board.

B. FSA Activity Report

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

C. Staff To Do List:

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

Mr. Linkous provided an update on the Intake Improvement Project.

A. Covered Water Meter Ordinance

No report given.

B. Draper Area Wythe County Sewer/PSA Connection

No report given.

C. Water Meter Replacement

No report given.

D. Water Master Plan

No report given.

E. Facilities for Refuse Employees

No report given.

F. Draper/Claytor Lake Convenience Center

No report given.

G. Brookmont Water System Disinfection By-Products

No report given.

H. Improvements to Fairlawn Convenience Center

Silt fence installed; staking at critical areas for construction crew to get road in

I. Community Water Projects

No report given.

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

No report given.

9. Other Matters from the Directors

A. Updates Requested by Board Members

Mrs. Burchett advised that she received a call from the Honorable Shannon Collins, Mayor, Town of Pulaski, concerning a proposal for PSA customers to use the town's Convenience Center in lieu of repurposing the former Red Carpet Inn as a Convenience Center.

Mr. Linkous stated the following concerns from 2012 at the town's current Convenience Center have not been addressed:

- Portion of the site is in the floodplain and requires permitting
- Suitability of site from Allied Chemical cleanup
- Site is not large enough for brush collection and mobilization for grinding
- Standards set by PSA Board for Convenience Centers are not the same at the town's site and are a setback from the commitments the PSA Board has made to its customers in its offerings at the Convenience Centers

Mr. Swanson stated nothing had changed from 2012 and advised that the PSA Board should respectfully decline the proposal.

Mrs. Coake concurred with Mr. Swanson's thoughts and spoke of the Board's desire for a Convenience Center for customers residing in Draper, Hiwassee, Snowville and Claytor Lake.

Mr. Setliff expressed his agreement to decline the Mayor's proposal.

Mrs. Burchett will communicate with the Mayor and advise of the Board's decision to decline the proposal.

Mrs. Coake updated the Board on the SERCAP awards where the PSA won the GOLD award. She stated the PSA was well represented by Eddie Viars. Mr. Linkous will work to recognize this achievement on the County's social media platforms.

10. 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.- F.):

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

Voting No: None.

A. Minutes of March 14, 2023, Public Service Authority Board of Directors Meeting

The Board approved the minutes of the March 14, 2023, Public Service Authority Board of Directors.

B. Balance Due Report

The Balance Due Report is not available.

C. Budget Adjustment

There were no budget adjustments presented.

D. Billing Adjustments

The Billing Adjustments were not available.

E. Accounts Payable

The Board Accounts Payable for checks numbered # 45010-45074.

F. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of March 2023, the electronic version of which is filed in the April 11, 2023, BoardDocs agenda.

11. Informational Items

There were no Information Items presented.

12. Adjournment

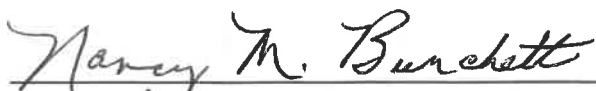
A. Adjournment

On a motion by Mr. Swanson, second by Mr. Hale and carried, the Board adjourned their April 11, 2023, 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. Swanson. Voting No: None.)

The Pulaski County Public Service Authority Board of Directors will meet in the Executive Training Room of the County Administration Building, located at 143 Third Street N.W., in the town of Pulaski, for budget work sessions on the following dates:

- Tuesday, April 25, 2023, 2:30 p.m.
- Tuesday, May 2, 2023, 3 p.m.

The monthly meeting of the Public Service Authority Board of Directors will be held on Tuesday, May 9, 2023, 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

Dennis L. Setliff, Secretary