

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES DECEMBER 13, 1999

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, December 13, 1999, at 9 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, Virginia, the following members were present: H. W. Huff, Jr., Chairman; J. Mack Baker; Carlos Morris; Winston Snead; and Archa Vaughan, Jr. Staff members present included Joseph N. Morgan, County Administrator and PSA Executive Director; Ronnie Coake, County Engineer; Nancy M. Burchett, Management Services Director; and Larry Vest, Sanitation Supervisor.

1. Citizen Comments

No citizen comments were heard.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports

Mr. Vest reported on the continued lack of inmate availability from the Regional Jail. However, he advised that all refuse trucks now have employees on the back of the trucks.

2. Balance Due Report

The monthly balance due report was presented.

3. Adjustments

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that adjustments totaling \$11,752.62 be approved as submitted.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

4. Lien Report

The monthly lien report was presented.

5. Collections Report

Mr. Vest reported the following pickups were scheduled: 5 brush, 24 large items, 0 tires, and 0 refrigerators.

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6. Refuse Committee Report

The Board reviewed the Refuse Committee Report minutes of November 19, 1999. Mr. Vest noted that refuse routes on Mondays have been recently changed in order to equalize the routes between the refuse staff.

b. Orchard Hills Partial Sewer Extension

Staff reported that the engineering design for the sewer extension for lots 81-86 in Orchard Hills had been assigned to Anderson & Associates. Further, staff recommended that an RFP be issued to select a contractor for water and sewer line extensions costing less than \$100,000 in order to avoid the cost of bidding each small project.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors authorized staff to issue an RFP for the selection of a contractor to install water and sewer line extensions costing less than \$100,000. Further, staff was directed to report to the Board once a contractor had been selected.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

c. Extension of Waterline to Draper Ridge Subdivision & Draper Aden Report/Water Tanks Study

The Board reviewed a report from Draper Aden Associates engineering firm regarding the extension of water lines into the Draper Ridge Subdivision. Said report advised the above noted waterline extension and water tank construction is not economically feasible unless a surcharge is charged by the PSA.

Ronnie Coake advised the first phase of the subdivision development had been approved without fire hydrants with the understanding the developer would install a water tank as part of the second phase of the development. Further, ownership of the subdivision had changed and the new developer is now requesting the PSA to fund the cost of the water tank needed to provide the fire flow for the subdivision and the adjacent golf course.

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On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors authorized staff to do an analysis of a possible surcharge or additional connection fee charge in order to make the above waterline extension and water tank construction feasible with staff offering this alternative to the developer once the analysis is complete and subject to Chairman Huff's approval.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

d. Claytor Lake Area Community Update on Sewer Odor Control

County Engineer Coake advised the sewer odor control problem had been solved as best as possible at this time with the bioxide odor control additive.

The Board of Directors authorized staff to send a newsletter to residents of the Claytor Lake area community advising of the final resolve of this matter.

e. Bunchy Compton Waterline Extension

The Board reviewed a request from Bunchy Compton requesting reimbursement of pipe in the amount of approximately \$550.00 due to a water service line change created by the PSA in making water pressure improvements at the intersection of Route 11 and Hickman Cemetery Road.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board approved reimbursement to Mr. Compton in the amount of approximately \$550.00 for reimbursement of 700 feet of pipe and installation costs in order to connect to a new PSA water service line.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

f. Personnel Changes

The Board reviewed recent personnel changes as reported by Management Services Director, Nancy Burchett.

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors authorized staff to change the status of recently employed Sanitation Workers from temporary to permanent status.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

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g. Ratification

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors ratified the following engineering contracts:

1. Preliminary Engineer Report – Draper Aden Associates: Old Town of Draper Water & Sewer, Gateway Trailer Park Sewer and Loving Field Sewer.

Draper Water & Sewer - \$8,500 to \$10,500;
Gateway Trailer Park Sewer - \$5,500 to \$7,500; and
Loving Field Sewer - \$9,000 to \$11,000

2. Preliminary Engineer Report – Anderson & Associates: Orchard Hills Sewer Extension

Orchard Hills Sewer Extension to Lots 81-86 \$7,000

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

h. PFRWTA Report

No report was given due to the Peppers Ferry Regional Wastewater Treatment Authority not meeting this past month.

i. PCSA Report

Mr. Snead gave a report of items discussed by the Pulaski County Sewerage Authority at its last meeting. He reported the Authority staff are presently making repairs on structures and property. He noted the need for storage by the PCSA and inquired regarding the use of the old Transfer Station at Fairlawn.

County Administrator, Joseph Morgan, advised some storage may be available at the Transfer Station and staff will work with Mr. Snead on this.

j. Informational Items:

The following informational items were reviewed:

1. NRRA Items of Information

No items of information from the New River Resource Authority were presented for review at this meeting.

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2. Commendation by Board of Supervisors

The Board reviewed a recent commendation from the Board of Supervisors regarding the PSA Refuse Department for a special pickup request.

3. Monday Route Changes

The Board reviewed refuse route changes for Mondays as presented by staff.

4. Customer Service Team Task Force Meeting Report

The Board reviewed the minutes for November 9, 1999 of the PSA Customer Service Team Task Force as prepared by staff.

k. Current Authorized Projects & Items Under Review:

The following projects were reported as under review:

1. Cloyd's Mountain Sewer Extension By VDOT
2. New River Industrial Park Water and Sewer Extension
3. Water & Sewer Extension Preliminary Engineering Reports
4. Landings Limited Partnership Water Extension

3. Approval of Minutes of November 8, 1999

It was moved by Mr. Morris, seconded by Mr. Vaughan and carried, that the minutes of November 8, 1999 be approved as presented.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

4. Accounts Payable

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that the accounts payable on checks numbered 5389 through 5463, be approved, subject to audit.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.
Voting no: none.

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5. Other Matters:

No other matters were discussed at this time.

6. Closed Meeting – 2.1-344.A.7

It was moved by Mr. Snead, seconded by Mr. Vaughan and carried, that the Board of Directors enter closed session for discussion of the following:

Legal – Pursuant to Virginia Code Section 2.1-344(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters subject to probable litigation regarding:

PSA v. Richard P. (Dick) Price.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

RE: Return to Regular Session

It was moved by Mr. Baker, seconded by Mr. Morris and carried, that the Board of Directors return to regular session of the meeting.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan and Mr. Huff.

Voting no: none.

RE: Certification of Conformance with with the Virginia Freedom of Information Act

It was moved by Mr. Baker, seconded by Mr. Morris and carried, that the PSA Board of Directors adopt the following resolution certifying conformance with the Virginia Freedom of Information Act:

WHEREAS, the PSA Board of Directors of Pulaski County has convened an executive meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by this PSA Board of Directors of Pulaski County that such executive meeting was conducted in conformity with Virginia law;

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NOW, THEREFORE, BE IT RESOLVED, that the PSA Board of Directors of Pulaski County, Virginia 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 executive meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the executive meeting were heard, discussed or considered by the PSA Board of Directors.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, Mr. Vaughan, and Mr. Huff.
Voting no: none.

7. Adjournment

There being no further business to discuss the Board adjourned. The next regular meeting of the Pulaski County Public Service Authority Board of Directors will be held on Monday, January 10, 2000 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

H. W. Huff, Jr., Chairman

J. Mack Baker, Secretary