

At a regular meeting of the Public Service Authority Board of Directors held on Monday, June 13, 1994 at 9:00 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H. W. Huff, Jr.; Carlos Morris; Dr. David Merrill; and Archa Vaughan, Jr. Absent: J. Mack Baker. Staff members present included: Joseph N. Morgan, County Administrator; H. Ronald Coake, County Engineer; Peter Huber, Assistant County Administrator; and Nancy M. Burchett, Director, Management Services.

1. Citizens Comments

No citizen comments were heard.

2. Lakewood Estates Water

Management Services Director Nancy Burchett reported Sarah Runyon of Lakewood Estates had requested the PSA to consider operating and maintaining the Lakewood Estates water system beyond the June 30, 1994 date. Ms. Burchett reported Ms. Runyon had experienced difficulty in acquiring funds from the Lakewood residents for retaining an attorney to organize the homeowners association. In addition, the Board discussed the possibility of the Lakewood Estates Water System being acquired by New River Water Company, a company presently operating a number of the former Poff Subdivision water systems in the county.

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors extended operating and maintaining the Lakewood Estates Water system for an additional 60 days or until August 31, 1994.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

3. FY 95 Budget Adoption

Chairman Huff asked several questions regarding the budget for FY 95 pertaining to garbage surplus of funds, payment of waterline relocation, and the GIS costs. Mr. Huff also stressed the need to update information for the GIS system routinely or the information would not be of any value to the PSA staff.

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the budget as presented by staff for FY 95.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

4. Reports from the County Administrator and Staff:

a. Delinquent Collection Staff Activity

The Board of Directors reviewed a balance due report for the period of March 18, 1994, April 20, 1994 and May 23, 1994. The Board also reviewed an aging report on delinquent accounts.

b. Garbage Brochure Review

The Board reviewed the revised garbage brochure. Mr. Morgan reported he had made some additional changes which were reviewed also by the Board. Staff reported the brochure would probably be distributed with the PSA bills this summer.

- c. Request from Mae Dalton for reimbursement of \$50 for non-payment of bill

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the request from Mae Dalton and agreed to refund the \$50 fee.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent: Mr. Baker.

The Board also requested staff to ask assistance possibly from the Agency on Aging in identifying other senior citizens who may not recognize the new PSA bill as a bill.

- d. Damaged Trash Can Complaint from Mrs. Orel Cox

The Board of Directors reviewed pictures and a memo from Larry Vest regarding the complaint of Mrs. Orel Cox on damaged trash cans.

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors approved staff recommendation to not assume responsibility for damaged trash cans.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent Mr. Baker.

- e. Update on Storm Debris Backlog & Suggestions for Alternatives

County Administrator Joseph Morgan reported the PSA should recover all but about 4% of all eligible costs relating to the storms. Staff requested the Board of Directors to establish a cut off date removal of storm debris at the reduced rate of \$5.00.

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors set July 1, 1994 as the cut off date for removal of storm debris at \$5.00 per pickup load.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent: Mr. Baker.

- f. Survey of Water Services Interest

Staff reported Ingles District Board of Supervisors Member Bruce Fariss had requested all county garbage customers without water service be surveyed through the upcoming June billing to indicate any interest in any water service. The Board expressed no objections to this request.

g. Non-User Sewer - Allow Lien to Accumulate, but Provide Water & Garbage Service

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors authorized staff to allow sewer non-user billings to accrue, but be secured through a lien, while at the same time, the PSA would provide water or garbage service if payment for those services is current.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

h. Auditor Selection

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors authorized staff to engage Robinson, Farmer, Cox Associates for auditing services for FY 94-96 at an annual cost of \$6,600.00.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

i. Town of Pulaski Water Purchase and Sale Agreement

The Board reviewed a letter to the Town of Pulaski Manager, Tom Combiths, indicating the PSA believes the water agreement should be executed as it was last drafted, without any emergency beyond five days.

j. Pulaski Interceptor Sewer Corrosion

The Board of Directors discussed a letter received from Town of Pulaski Mayor Gary Hancock regarding the PSA share of the sewer corrosion costs. The Board also reviewed possibly exchanging or renting sewer capacity to the Town of Pulaski in lieu of sharing in the payment of sewer corrosion costs. Chairman Huff appointed PSA Board Member, Archa Vaughan, Jr., to serve on a committee representing the PSA, to discuss and negotiate this matter with the Town of Pulaski officials. Dr. Merrill suggested the PSA be sure and include in any agreement with the Town a statement regarding future corrosion problems is to be shared on usage capacity basis rather than a construction cost basis.

k. Deposit Refunds

The Board reviewed a letter of complaint from Mr. Phil Crigger regarding refunding deposits to PSA customers.

On the motion of Mr. Vaughan, seconded by Dr. Merrill and carried, the Board of Directors approved the following being included in a response to the complaint of Mr. Crigger:

1. Note that auditors have set up an account for customer

credits, particularly including deposits;

2. Indicate that the staff has a customer service team to review matters such as these, from which these recommendations for improvement have resulted;
3. Change programming on the billing system to flag final bills to identify credits for refunds;
4. Indicate that a deposit may be avoided by a tenant by having the landlord receive bill; and
5. Revise the flow chart for billing to include accounting for deposit credits and refunds.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan,  
Mr. Huff.

Voting no: none.  
Absent Mr. Baker.

l. Mallard Point Water & Sewer

County Engineer Ron Coake reported he had met with state representatives on this matter regarding the location of the lines.

m. Condemnation of NRV Airport/Highland Park Sewer Easement

On the motion of Mr. Morris, seconded by Dr. Merrill and carried, the Board of Directors authorized staff to take appropriate steps as needed to obtain the necessary right of ways for the NRV Airport/Highland Park sewer project, even if the necessary route crosses property that must be obtained through eminent domain. Further, staff is authorized to negotiate with property owners to avoid court in order to obtain necessary easements.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent Mr. Baker.

n. Water Tank Painting Bids

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors ratified the selection of Structures & Utilities Company, Inc. from Christiansburg for the water tank painting at a cost of \$39,800.00.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent: Mr. Baker.

o. 1994 Status of Solid Waste Management Report

The Board reviewed a copy of the 1994 report on solid waste management prepared by Draper Aden Associates.

p. Personnel Changes

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

q. PCSA Report

Mr. Morris reported the Pulaski County Sewer Authority has discussed delinquent accounts and the sale of a generator at their last meeting.

r. PFRWTA Report

Mr. Coake reported that Peppers Ferry Regional Wastewater Treatment Authority had discussed the New River Pump Station. A test had recently been completed which indicates that the actual capacity is a little more than what was originally thought.

s. Delinquent Letter Language

The Board reviewed correspondence to Mr. Greg Worley. Said correspondence is in response to Mr. Worley's complaint regarding the delinquent letter language. Staff suggested changing the delinquent letter language by deleting the word "final" and substituting "only" for the last bill and deleting the reference to legal action, since such action will be taken automatically if the matter is not resolved. The Board concurred with these changes.

t. Current Projects:

- Claytor Lake State Park Water Line Extension Bidding and Sewer Design
- Legal Opinion on Industrial Bulk Rates for Water
- Stigger Hill Sewer
- Schrader Hill Water
- Fair Acres Sewer
- Airport/Cloyd's Mountain Sewer Line Extension
- Airport Water Line Extension

u. Matters under Review:

- Industrial Pre-treatment Assistance
- Pending Litigation - George Earl Turner v. PSA

5. Approval of Minutes of May 9, 1994

On the motion of Mr. Vaughan, seconded by Dr. Merrill and Carried, the Board approved the minutes as presented for May 9, 1994.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.

Voting no: none.

Absent: Mr. Baker.

6. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, The Board of Directors approved accounts payable as presented on checks numbered 605 through 683, subject to audit.

Voting yes: Mr. Morris, Dr. Merrill, Mr. Vaughan, Mr. Huff.  
Voting no: none.  
Absent Mr. Baker.

7. Other Matters

Dr. Merrill inquired if Mr. Charles Owens of Rt. 661 had been billed for garbage and if he was paying for the service how long had he been paying. Staff was requested to respond to Dr. Merrill's inquiry.

8. Adjournment

The Board of Directors adjourned until the next regular meeting. The next regular scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, July 11, 1994 at 9:00 a.m. in the County Administration Building, 143 Third Street, N.W. in the Town of Pulaski.

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H. W. Huff, Jr., Chairman

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J. Mack Baker, Secretary