

At a regular meeting of the Public Service Authority Board of Directors held on Monday, December 11, 1995, 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., Chairman; J. Mack Baker; Carlos Morris; Archa Vaughan, Jr.; and Dr. David L. Merrill. Staff members included Joseph N. Morgan, County Administrator; Peter M. Huber, Assistant County Administrator; H. Ronald Coake, County Engineer; Larry D. Vest, Sanitation Supervisor; and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

No citizen comments were heard.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity

- 1. Balance Due Reports
- 2. Delinquent Accounts Report
- 3. Inmate Availability Reports

The Board of Directors reviewed the balance due reports, delinquent accounts report, and inmate availability reports, as prepared by Larry Vest, Sanitation Supervisor. Mr. Vest advised some lien payments had been received recently, and that he is presently working on delinquent accounts which are 180 days old for possibly writing off as uncollectable.

4. Adjustments

On the motion of Mr. Vaughan, seconded by Dr. Merrill and carried, the Board of Directors approved the following adjustments in the credit amount of \$2,704.48:

Type	Adjustment	Adjustment Penalty	Adjustment Interest	TOTAL
01 Dumpster Container Garbage	.00	.00	.00	.00
02 Sewer Only	.00	.00	.00	.00
03 Residential Water	6.24	9.30	.89	16.43
04 Commercial Garbage	20.00	.00	.00	20.00
05 Trailer Park Water	.00	.00	.00	.00
06 Residential Garbage	.00	.00	.00	.00
07 Commercial Water	.00	.00	.00	.00
08 Water Connection Fees	601.80-	.00	.00	601.80-
10 Residential Water/Garbage	2118.52	13.49-	2.00-	2134.01-
13 Lakewood Residential Garbage	.00	4.67-	.43-	5.10-
14 Town Residential Garbage	.00	.00	.00	.00
15 Trailer Park Dumpster	.00	.00	.00	.00
16 Trailer Park Commercial	.00	.00	.00	.00
18 Commercial/Dumpster	.00	.00	.00	.00
19 Commercial/Commercial	.00	.00	.00	.00
20 Commercial/Roll Off	.00	.00	.00	.00
21 Roll Off	.00	.00	.00	.00

GRAND TOTAL 2694.08cr 8.86cr 1.54cr 2704.48cr

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

Voting no: none.

b. Request for Reimbursement of Special Pickup Item

The Board of Supervisors reviewed a report from a Mr. Wilpon of Randolph Avenue. Said request was for \$50.00 for the value of an old trunk which had been picked up by the refuse department along with an old dresser.

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors denied the request of Mr. Wilpon for reimbursement of the trunk.

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

Voting no: none.

c. Christmas Holidays and Pay

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors approved the following Christmas Holidays and pay schedule: Offices close at noon on Friday, December 22 and be closed all day on Tuesday, December 26. In addition, employees may take on additional day of holiday leave on Wednesday, December 27; Thursday, December 28; Friday, December 29; or Tuesday, January 2. The above schedule is in addition to Christmas Day, December 25, and New Year's Day, January 1. Also, the garbage collection will only be missed on Christmas and New Year's Day. Therefore, refuse employees will not be rotating a day off, but will be paid eight hours straight time for the additional holiday unless work hours exceed 40.

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

Voting no: none.

d. Christmas Tree Collection

On the motion of Mr. Baker, seconded by Dr. Merrill and carried, the Board of Directors endorsed staff recommendation to provide seven convenient drop off sites for Christmas trees, instead of door to door collection by the Refuse Department.

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

Voting no: none.

e. Water Service Cut-off Procedures

On the motion of Mr. Vaughan, seconded by Mr. Morris and carried, the Board of Directors approved the following water service cutoff procedures, per the recommendation of staff:

1. Cut off letters should be individually checked against the delinquent listing. Approximately 300 to 1,000 letters are being mailed each month. The listing and letters are printed in the same order so checking should not be too tedious.
2. Cut off Letters are to be stamped with a red "FINAL NOTICE" in large block letters on the outside of the envelope.
3. The cutoff letter for customers without payment history needs to be changed to give people a deadline to respond.

In addition, if any customer presents a reasonable statement that no cut off letter was received, refund of the \$50 reconnection fee should be allowed by the PSA director. It is inevitable that some customers may pay the amount owed during the time the cut off notice is given and the meter is pulled. Staff is attempting to hold these cases to a minimum.

f. Request for Recovery of Sewer Extension Expense

On the motion of Dr. Merrill, seconded by Mr. Baker and carried, the Board of Directors approved the recommendation of staff to allow the owner, presently Mr. Wakely Phillips of Roz-Lyn Restaurant, to recoup up to 75% of his investment in extending sewer service to the entrance road off Route 100 for his property, approximately 300 feet, providing any of the property passing or near the sewer line is developed within the next ten years. Said offer would go to whomever owns property.

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

Voting no: none.

g. Walker Ridge Subdivision, Phase II, on property identified on Pulaski County tax records as parcels 049-001-0000-0017, 0018, zoned Agricultural (A1), located on the east side of Route 798, Falling Branch Road, in the Cloyd and Ingles Districts.

Staff informed the Board of Directors of recent action taken by the Pulaski County Planning Commission regarding this subdivision. The commission made approval of the subdivision conditional on the developer installing water lines to the PSA standards, even if the PSA could not provide adequate pressure in the near future.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved staff recommendation to allow the bonding for ten years extension of the PSA water line for the Walker Ridge Subdivision, rather than actual installation.

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

Voting no: none.

h. New River Solid Waste Management Site Sewer Service

On the motion of Mr. Morris, seconded by Dr. Merrill and carried, the Board of Directors approving the NRRRA paying one-half of the line extension cost from the Airport to the NRRRA entrance road, as well as cover the entire debt service on the line until the county extends it further and sends leachate from the closed Cloyd's Mountain Landfill through the line. In addition, the NRRRA would pay current PSA charges for sewer use, now \$3.00 per thousand gallons.

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

Voting no: none.

i. NRRRA Items of Information

The Board of Directors reviewed the following items of information pertaining to the New River Resource Authority:

1. Financial Statements, 1994 & 1995
2. Waste Stream Reports
3. Minutes
4. Tons of Total Waste Report

Chairman Huff inquired about NRRRA investments interest rates.

j. PCSA Report

County Engineer Ronnie Coake advised the Pulaski County Sewerage Authority had approved buying their own equipment to be connected to the Miss Utility system.

k. PFRWTA Report

No report was given on this meeting.

l. Current Authorized Projects:

- Claytor Lake State Park Water Line Extension
- Claytor Lake State Park Sewer Design
- Cloyd's Mountain Sewer Extension Design

m. Matters Under Review:

- New River Industries Services

n. 1995 Recognition Breakfast, etc.

Staff advised the Board of Directors of the 1995 employee recognition breakfast date of December 15, 1995, at 7:00 a.m. at the Dublin National Guard Armory. Staff also invited the Board of Directors to attend a reception for outgoing supervisors and several retirees on December 20, 1995, at the New Courthouse Law Library from 2:00 p.m. to 4:00 p.m. In addition, the Board of Directors were invited to attend an employee Christmas luncheon on December 21, 1995 at noon at the County Administration Building.

3. Approval of Minutes of November 13, 1995

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board approved the minutes as corrected.

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

Voting no: none.

4. Approval of Accounts Payable

On the motion of Mr. Vaughan, seconded by Dr. Merrill and carried, the Board of Directors approved accounts payable as presented on checks numbered 1663 through 1738, subject to audit.

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

Voting no: none.

5. Other Matters

No other matters were discussed.

6. Adjournment

The Board of Directors adjourned until the next regular meeting. The next regularly scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, January 8, 1995, at 9:00 a.m. in the County Administration Building, 143 Third Street, NW in the Town of Pulaski.

H.W. Huff, Jr., Chairman

J. Mack Baker, Secretary