

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, October 21, 1996, 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; Dr. David L. Merrill; and Archa Vaughan, Jr. Staff members present included County Administrator, Joseph N. Morgan; County Engineer, Ronnie Coake; and Management Services Director, Nancy M. Burchett.

1. Citizen Comments

Mr. Edgar Akers and Mr. Mike McGuire appeared before the Board to inquire about the non-user fee and connection fees for the Claytor Lake area.

Chairman Huff reported this was on the PSA agenda for this meeting for discussion.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports
2. Balance Due Report

The Board reviewed the inmate availability and balance due reports as prepared by Larry Vest, Sanitation Supervisor.

3. Adjustments

On the motion of Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved adjustments in the amount of \$57,522.84.

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

Voting no: none.

4. Collection Status

Staff reported the following collection status for special pickup items as of October 15, 1996: 7 refrigerators, 4 brush, 3 tires, and 20 junk/large items.

b. Lakewood Estates Water Service

The Board reviewed a letter from Attorney Bryon Shankman

confirming the Lakewood Estates property owners were in agreement with PSA conditions for the continued operation of the water system.

Chairman Huff stressed the need for the operation of the Lakewood System to be discontinued by the PSA. The Board of Directors requested staff to proceed on preparing a Request for Proposals on this matter and further requested this be done by January 1, 1997.

c. Sewer Along Route 100 Between Route 683 and Route 682

Staff advised the Board of Supervisors had expressed an interest in extending sewer and other services along Route 100 between 683 and Route 682. Staff further reported this area had been given priority by the Board of Supervisors for providing sewer and street lighting services.

d. State Park Water Line Commercial Connection Fees

The Board of Directors reviewed several spreadsheets indicating two alternatives for the Board to consider regarding water non-user and connection fees for the Claytor Lake water line. Staff reviewed both alternatives with the Board and answered questions regarding the recommended fees.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the following connection fee schedule for the Claytor Lake water line and approved financing of the connections fees for a 10 year period at a 5% interest rate for those customers who desired the financing:

Residential Customers - \$350.00 each
Motels - \$100.00 per room
Campgrounds - \$100.00 per space
Mobile Home Parks - First connection \$350.00 all others 75%
or \$262.50
Other Commercial - \$1,500.00 each

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

Voting no: none.

Abstaining: Mr. Huff.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the following water rates for the Claytor Lake water line customers:

Residential Customers - \$13.50 Minimum plus \$2.50 per 1,000 gallons
Motels - \$17.00 Minimum plus \$2.50 per 1,000 gallons
Campgrounds - \$17.00 Minimum plus \$2.50 per 1,000 gallons
Mobile Home Parks - \$13.50 Minimum plus \$2.50 per 1,000 gallons
Other Commercial - \$17.00 Minimum plus \$2.50 per 1,000 gallons

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

Voting no: none.

Abstaining: Mr. Huff.

On the motion of Dr. Merrill, seconded by Mr. Morris and carried, the Board of Directors set the non-user fee for the Claytor Lake water line at \$6.50 per month for all customer types.

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

Voting no: none.

Abstaining: Mr. Huff.

e. Meter Reading Assistance by Town of Dublin

Staff reported since the resignation of the PSA meter reader, the Town of Dublin had agreed to share the cost of a meter reader with the PSA at a cost of \$7.48 per hours plus 30% fringe benefits or \$9.72 an hour total. In addition, the Town had agreed for the first three months, 100 percent of this individuals time would be assisting the PSA to ensure adequate training regarding PSA meter locations and billing procedures.

The Board approved staff proceeding with the above arrangements for meter reading assistance from the Town of Dublin.

f. PSA Billing Schedule

The Board reviewed an outline of the present PSA billing schedule which illustrated a one-month lag between meter readings and billing dates. Staff reported a delay in meter readings this month with the change in meter readers and recommended delaying meter readings two weeks in October to help close the gap between readings and billings to the PSA customers.

The Board voiced no objections to the above staff recommendation.

g. Water Treatment Plant Inspection

The Board reviewed correspondence relating to an October 3, 1996 renewal of the operating permit for the Water Treatment Plant and the

latest plant inspection reports.

h. Water Testing Reports

Staff reported recent water testing revealed the Lakewood Estates and Brookmont Water Systems would not require copper and lead testing again until 1999.

i. U. S. Treasury Money Fund Use for Pepper's Ferry Reserve

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors ratified and approved U.S. Treasury Money Fund investments for the escrow account currently invested with Crestar Bank.

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

Voting no: none.

j. Drop Off Sites

The Board reviewed a memo from Charles Maus outlining arrangements between the PSA and the NRRRA regarding a drop off site at the old Radford Transfer Station. The Board also reviewed signs for the drop off sites.

k. Waiver of Mary Frances Taylor Sewer Non-User Fees

On the motion of Mr. Morris, seconded by Dr. Merrill and carried, the Board of Directors approved a waiver to Ms. Mary Frances Taylor of sewer non-user fees due to rock conditions.

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

Voting no: none.

l. Evaluation of Household Water Quality in Pulaski County

The Board reviewed a report of private water quality testing in Pulaski County conducted by Virginia Tech.

m. November PSA Meeting Date

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved holding their regular meeting in November on November 18, 1996 due to the Veterans Day Holiday falling

on November 11, 1996.

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

Voting no: none.

n. New River Well Lot Quitclaim Deed

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors authorized execution by the Chairman of the deed transferring a .229 parcel and a .235 easement to M. L. Wade for \$706.00. A copy of said deed shall be filed with the Office of the County Administrator.

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

Voting no: none.

o. Margaret Smith Billing Concern

The Board reviewed recent correspondence from Ms. Margaret Smith regarding not receiving a bill for PSA water or garbage. Staff advised this problem was presently being reviewed by staff to ensure this problem would not occur in the future.

p. Kathy Hight Request to Connect to Dublin Sewer

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the request from Ms. Kathy Hight to allow connection to the Town of Dublin sewer.

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

Voting no: none.

q. Loss Control Recommendations

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the loss control recommendation to purchase safety shoes for the PSA refuse employees. Staff was requested to further review whether inmates should be provided safety shoes while working on the refuse trucks.

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

Voting no: none.

r. Thornspring Branch Sewer Line

Staff advised the Board of Supervisors had agreed to pay the costs for the Thornspring branch sewer line extension. County Engineer, Ronnie Coake, advised he had relayed to the Town Engineer his concerns regarding the project. Staff was requested to report back on this matter as developments occur.

s. PCSA Report

County Engineer, Ronnie Coake, reported the Pulaski County Sewer Authority at its last meeting had discussed a plat survey, safety equipment purchase, delinquent accounts, and the Sylvanway Apartments sewer.

t. Personnel Changes

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

u. PFRWTA Report

County Engineer, Ronnie Coake, reported the Peppers Ferry Regional Wastewater Treatment Authority had discussed at its last meeting the resignation of former Mayor McMillan and the use of the old transfer station.

v. NRRA Items of Information

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

Waste Stream Reports for September and October
Monthly Quantity Reports dated September 6 and October 8
Waste Stream Report for August
Minutes of August 21 and September 18 meetings

w. Current Authorized Projects:

The Board reviewed the following current authorized projects:

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

x. Matters Under Review:

The Board reviewed the following matters under review:

-New River Industries Services

3. Approval of Minutes of September 9, 1996

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the minutes of September 9, 1996 as presented.

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

Voting no: none.

4. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved the accounts payable checks numbered 2776 through 2831, subject to audit.

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

Voting no: none.

5. Other Matters

Chairman Huff inquired about the security of PSA funds with Community National Bank. Staff was requested to provide the Board with a report on this matter.

Staff invited the PSA Board members to attend a tour of the new landfill to be scheduled sometime during the month of December, 1996.

Mr. Morris expressed concerns regarding the size of the water line in the Fairlawn area and the inability of the line to handle the recent fire at the Carpet Shop and Schewels Furniture. Staff was requested to review this for possible expansion of line.

Mr. Baker commented that the fire hydrants needed to be color coded.

Mr. Huff requested staff to review the account of Betty Rooker of Northwood Terrace to ensure proper billing charges.

Dr. Merrill requested staff check PSA billing records to determine if

J. R. Shrewsberry was being billed for garbage service.

6. Adjournment

The Board adjourned the meeting until the next regularly scheduled meeting. The next regular scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, November 18, 1996 at 9:00 a.m. in the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski.

H. W. Huff, Jr., Chairman

J. Mack Baker, Secretary