

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, May 12, 1997, 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, Chairman; J. Mack Baker; Carlos Morris; Winston Snead; and Archa Vaughan, Jr. Staff members present included Assistant County Administrator, Peter M. Huber; Sanitation Supervisor, Larry Vest; and Management Services Director, Nancy M. Burchett.

1. Citizen Comments

Mr. & Mrs. Bill Copley appeared before the Board of Directors regarding a sewage connection for Hidden Valley Camping Club, Inc. Chairman Huff noted this item is number 2i on the agenda. Mr. Copley advised he was present to answer any questions the PSA Board of Directors may have.

Mr. Huber, Assistant County Administrator, reviewed with the Board of Directors the County Engineer's memo pertaining to this matter. Staff recommended this camping facility be treated the same as other campgrounds served by the Public Service Authority.

The Board of Directors requested staff to determine if mandatory sewer non-user fee and connection fee would apply to this proposed sewer extension. The Board also requested staff to review other campgrounds served by the PSA regarding connection fee charged and monthly minimum fees charged.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports
2. Balance Due Reports
3. Adjustments
4. Lien Report
5. Accounts Receivable Report

Sanitation Supervisor, Larry Vest reviewed with the Board of Directors the inmate availability reports, the balance due reports, detailed adjustment reports, lien reports, and the accounts receivable report.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the adjustments in the amount of \$30,769.71.

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

Voting no: none.

b. FY 98 Budget

The Board of Directors reviewed the proposed PSA budget for FY 98 as prepared by staff. Chairman Huff questioned the increase amount of revenue projected for garbage fees with the landfill rates possibly reducing. Staff advised the amount projected was based on actual revenues received but would confirm the confirm how the projected amount was calculated.

c. Personnel Salary Increases

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors approved personnel salary increases:

1. Utilization of step increases annually, subject to budgeting in order for all employees to reach full pay within 5 years of date of hire or reclassification.

2. Reclassification of Tim Dalton and Oscar Sherman from Refuse Drive to Senior Refuse Drive. These reclassifications are based on employee performance and will effect only the eventual top pay for these employees.
3. Pay increase from Paul Thompson, PSA Refuse Worker, from \$6.08 per hour to \$6.38 per hour.
4. Pay increase for Brenda Sayers, PSA Bookkeeper to \$26,000 annually.

All of the above effective May 1, 1997.

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

Voting no: none.

d. Request for Water Lines to Dunkard Bottom

The Board of Directors acknowledged a petition from 65 households requesting water service to Dunkark Bottom area.

The Board of Directors authorized the County Engineer to conduct a cost analysis for use in a formal survey confirming continued interest by the citizens of this area based on the cost of providing water service.

e. Notice of Violation - Hickman Cemetery

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors authorized staff to take steps to meet the requirements for improvements to the PSA water system in order to eliminate waster pressure problems in the Hickman Cemetery area.

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

Voting no: none.

f. Trailer Park Service Requests from Walter's Trailer Court

The Board of Directors reviewed estimated water line extension costs, as prepared by County Engineer, Ronnie Coake, for Walter's Trailer Court. Staff advised a similar request for service had recently been received from Polyester Mobile Home Park.

Staff recommended the following components to establish a PSA policy regarding the installation of separate water members for each mobile home unit:

- \*financial feasibility of utility installations
- \*direct responsibility of the owner to notify the PSA of tenant changes; and
- \*acceptance of lien to ensure repayment of the PSA's investment

The Board of Directors requested staff to research and determine what means of financial security could be obtained by the PSA to prevent losses in cases of bankruptcy, etc. if the utilities are extended by the PSA.

g. Sales and Purchase Agreement - Alliant Techsystems, Inc.

The Board of Directors reviewed a draft agreement with Allian Techsystems, Inc. for the sale and purchase of water. Staff advised two changes needed to be made on the agreement. The Board requested to review this agreement again after changes had been made.

h. Mountain Palace Inn Easement

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors accepted an easement and associated utility lines of the Mountain Palace Inn, pending compliance and final approval of the County Engineer.

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

Voting no: none.

i. Sewage Connection for Hidden Valley Camping Club, Inc.

This item was discussed earlier under citizens comments.

j. Regional Jail Sewer Connection Fee

On the motion of Mr. Morris, seconded by Mr. Snead and carried, the Board of Directors approved the minimum sewer connection fee for the Regional Jail facility to be \$300,00, as recommended by staff.

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

Voting no: none.

k. Grandview Valley Subdivision Water Line Extension

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the proposed water line extension to Grandview Valley Subdivision, located on Route 643, Thornspring Road, with costs of said extension to be paid by the developer and installed per PSA and Virginia Department of Health specifications.

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

Voting no: none.

It was noted the proposed line will be an 8" line with no fire hydrants due to lack of water pressure.

l. Engineering, Water, Sewer and Landfill Quarterly Report

The Board reviewed a quarterly report from the County Engineer, Ronnie Coake, pertaining to engineering, water, sewer and landfill activities.

m. Private Garbage Collection Request

Staff advised the Board of Directors of an interest by Dr. Donald Clary in operating a private garbage collection service in Pulaski County. Staff further reported a meeting with Dr. Clary had been scheduled for Thursday, May 29, 1997 at 9:00 a.m.

n. PCSA Report

Mr. Snead reported the PCSA had discussed at its last meeting repairs to eleven manholes and the budget for FY 98.

o. PFRWTA Report

Staff advised the PFRWTA had discussed at its last meeting the connection

fee from NRB Industries, sewer pump stations repairs, and acceptance of calls from Sheriff's Office.

p. NRRA Items of Information

No NRRA items of information were presented at this meeting.

q. Current Authorized Projects:

- New River Industrial Park Utilities
- 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

The Board of Directors reviewed the above current authorized projects.

3. Approval of Minutes of April 14, 1997

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the minutes of April 14, 1997, as presented.

Voting yes: Mr. Baker, Mr. Morris, Mr. Snead, 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 listing for checks numbered 3195 through 3260, subject to audit.

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

Voting no: none.

5. Other Matters

Mr. Morris advised he had been contacted by a Mr. Goad who had received a water bill for the wrong meter. Mr. Huber advised this problem had been resolved.

6. Adjournment

The Board adjourned the meeting until the next regular scheduled meeting. The next regularly scheduled meeting of the Pulaski County Public Service Authority will be held on Monday, June 9, 1997 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, Chairman

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J. Mack Baker, Secretary