

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, March 9, 1998, 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; and Archa Vaughan, Jr. Absent: Winston Snead. Staff members present included County Administrator, Joseph N. Morgan; Assistant County Administrator, Peter Huber; County Engineer, Ronnie Coake; Sanitation Supervisor, Larry Vest; 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. Inmate Availability Reports

An update was provided on current inmate availability.

2. Balance Due Report

A current balance due report was reviewed by the Board of Directors.

3. Adjustments

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that adjustments totaling \$5,551.81 be approved.

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

Voting no: none.

Absent: Mr. Snead.

4. Lien Report

An update on current liens was reported by Mr. Vest.

5. Collections Report

The Board reviewed the collection report, as prepared by Larry Vest, reporting the following pickups scheduled: 10 brush, 0 large item, 13 tires and 6 refrigerators.

b. Sewer Line Extension to Serve Appalachian Machine Rebuild

The Board of Directors authorized the County Engineer, Ronnie Coake, to calculate the costs of extending gravity service from the Airport Industrial Park pump station to serve Appalachian Machine. Once calculations are available the Board instructed staff to place this matter on a future agenda for the Board to consider.

c. FY 97 Audit Acceptance

Chairman Huff requested clarification on Note 9 Uncollectables, if liens are included in the figure reported in the audit report, and requested that PSA board members receive a copy of the management letter.

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors accepted the FY 97 audit report as prepared by Robinson, Farmer, Cox Associates.

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

Voting no: none.

Absent: Mr. Snead.

d. Clarification of Connection Fees for Multiple Dwellings Using a Single Meter & Commercial Connections.

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors approved the connection fee policy for multiple dwellings using a single meter to be the greater of 75% of the minimum connection fee or cost plus 10% for up to a one inch meter size, with the commercial connection fees set at the same fees established for the Claytor Lake Park System (\$100 per room for hotel/motel and \$1,500 for commercial. Said policy to apply for both water and sewer connection fees.

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

Voting no: none.

Absent: Mr. Snead.

e. Caseknife Road Water System

On the motion of Mr. Vaughan seconded by Mr. Baker and carried, the Board of Directors approved concurring with the Town of Pulaski's grant application for water system improvements to the Caseknife Community with no funding requirements from the PSA.

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

Voting no: none.

Absent: Mr. Snead.

f. Hal & Cheryl Gillespie – Request for Installation of Larger Meter Bed & Breakfast

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors set the connection fee for the Bed & Breakfast facility of Hal & Cheryl Gillespie to be \$1,500 for a two inch (2") meter size.

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

Voting no: none.

Absent: Mr. Snead.

g. County-wide Clean-up Days

Staff reported the Clean Community Council had set the Saturdays of May 9 & May 16 as clean-up days in the county. In addition, PSA trucks or containers will be placed at all fire departments on these two days to receive clean-up items, excluding household garbage. Also staff advised special pickups will be allowed for neighborhood clean-up planned for these two days.

h. Personnel Changes

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

i. Information Items:
*CDBG – Volvo Water Line Project

The Board of Directors reviewed a letter from Assistance County Administrator, Peter Huber, to the Virginia Department of Housing & Community Development transmitting a second grant application to fund water service improvements for Volvo Trucks.

j. PCSA Report

County Engineer, Ronnie Coake, reported the Pulaski County Sewerage Authority at its last meeting had discussed computer software/hardware for billing, the new industry locating in the Village Oaks Shopping Center at Fairlawn, and their financial report.

k. PFRWTA Report

No report was given regarding the PFRWTA at this meeting.

l. NRRA Items of Information

No items of information were submitted for review regarding the NRRA at this meeting.

m. Current Authorized Projects:

- New River Industrial Park Utilities
- Claytor Lake State Park Water Line Extension
- Claytor Lake State Park Sewer Extension
- Cloyd's Mountain Sewer Extension Design
- Pond Lick Hollow Water Line Extension
- Route 100 Sewer Line Extension Study
- New River Industrial Park Water & Sewer Extension
- NRB Industries Utility Project
- Riverwood Water Extension
- Dunkard's Bottom Water Survey
- Morgan Farmer Road Water Line Extension

The Board reviewed the above listing of current authorized projects.

3. Approval of Minutes of February 9, 1998

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors approved the minutes of February 9, 1998, as presented.

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

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 3831 through 3887, subject to audit.

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

5. Other Matters

No other matters were discussed at this time.

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, April 13, 1998 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