

PULASKI COUNTY PUBLIC SERVICE AUTHORITY – FEBRUARY 8, 1999

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, February 8, 1999, 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: J. Mack Baker; Carlos Morris; Winston Snead and Archa Vaughan, Jr. Absent: H. W. Huff, Jr., Chairman. Staff members present included County Administrator, Joseph N. Morgan; County Engineer, Ronnie Coake; Larry Vest, Sanitation Supervisor and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

No citizen comments were heard at this time.

2. Reports from the County Administrator and Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports

An update was provided on current inmate availability by Sanitation Supervisor, Larry Vest.

2. Balance Due Report

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

3. Adjustments

It was moved by Mr. Baker, seconded by Mr. Morris and carried, that adjustments totaling \$18,234.97 be approved.

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

Voting no: none.

Absent: Mr. Huff.

4. Lien Report

An update on current liens was reviewed by the Board. Mr. Vest reported the PSA Bookkeeper is in the process of placing additional liens for delinquent PSA customers.

5. Collections Report

The Board reviewed the collection report, as prepared by Larry Vest, reporting the following pickups scheduled: 14 brush, 18 large items, 2 tires and 3 refrigerators. The Board also reviewed an annual report showing the total number of additional pickups to be 536 in 1998. It was noted that the Dora Highway site pickups exceeded the county garage site by eightfold.

b. Highland Park and Rolling Hills Subdivision Sewer Service Survey

Staff advised that a citizen survey of the above listed subdivisions is planned once the Orchard Hills/Vista surveys have been completed and evaluated by staff.

c. Dunkard's Bottom Water Survey Results

The Board reviewed the above water survey results. Said results indicated that 61% of the residents were in favor of the water extension with 39% being opposed. Staff reported the estimated cost of water service to be approximately \$40.00 per month.

The Board authorized staff to proceed in preliminary costs of water extension and advise the Board once said costs have been determined.

d. Hickman Road Water Improvements

County Engineer, Ronnie Coake, advised the Board of a complaint from a resident near Hickman Cemetery Road regarding lack of water pressure. Mr. Coake reported that the low water pressure experienced by the resident was due to the recent Hickman Cemetery Road water improvements. Mr. Coake recommended the PSA install a two (2) inch water line approximately 2,000 feet to the resident's property to improve the water pressure since the improvements made by the PSA had created the low water pressure problem.

On the motion of Mr. Morris, seconded by Mr. Snead and carried, the Board of Directors approved the above noted water line extension at an estimated cost of \$15,000 per the recommendation of the County Engineer.

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

Voting no: none.

Absent: Mr. Huff.

e. Polyester Park Water and Sewer Service

Staff reported that a formal request had been received from the Polyester Park owner and that a cost estimate can now be prepared by staff.

The Board authorized staff to proceed in pursuing the above water and sewer service connection to Polyester Park, contingent upon the park owner pledging to cover the expense of water and sewer extensions and provide all the necessary easements.

f. Convenience Center Update

Staff reported that the Town Planning Commission had not made a decision on the proposed Convenience Center located on East Main Street; however, there is significant opposition to the center location from citizens and businesses.

The Board instructed staff to continue efforts to improve the County Garage Convenience Center site and proceed in recruiting for a part-time employee to man said site.

g. Drop Site Total for 1998

The Board of Directors reviewed an annual drop site report for 1998 as prepared by staff. Said report indicated that a total of 536 pickups had been made at the two drop off sites. Staff was requested to continue to monitor the usage of both sites.

h. Wurno Warehouses Water Service Request

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved a water service extension request from Wurno Warehouses to be installed at the expense of the owner, Mr. Andy McCready, with the PSA water crew providing the labor for the installation of said line at no cost to Mr. McCready.

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

Voting no: none.

Absent: Mr. Huff

i. Treatment Capacity Allocation

The Board of Directors reviewed a letter from the Peppers Ferry Regional Wastewater Treatment Authority acknowledging the contractual exchange of one hundred thousand (100,000) gallons of treatment capacity from Pulaski County to the Town of Dublin; thereby changing the Town of Dublin's allocated capacity to be .58MGD.

j. New River Solid Waste Management Area User Rebate

The Board acknowledged the recent user rebate remittance for the month of December in the amount of \$3,031.20.

k. Orchard Hills/Vista Subdivisions Sewer Extension Survey

Staff reported the surveys for the above subdivisions were due by February 15, 1999. Further, a community meeting had been held by staff with the citizens on February 4, 1999. The Board requested staff place the results of the survey on the March meeting agenda if results are available.

l. Thornspring Branch Sewer Extension

The Board of Directors reviewed the engineering study and an invoice from the Town of Pulaski regarding the Thornspring Branch sewer extension. It was noted by staff that a review was needed for compliance with the terms of the 1987 town annexation agreement and confirmation that the pumping station capacity used by the extension will not be needed for other future development. Updates on this matter to be provided by staff at future meetings.

m. Delinquent Account Collection

Staff reported a possible change in the handling of delinquent water customers was currently under review by PSA billing staff. The change would involve substituting a lien on water property owners with no previous late payment history in lieu of the water cutoff by staff, with a 90 day period for the property owner to bring account current or water would be cutoff.

The Board reviewed a letter from Lowell T. Hypes requesting a refund of a \$50.00 re-connection fee paid by Mr. Hypes recently.

The Board took no action on the request of Mr. Hypes.

n. Customer Concern

The Board reviewed a complaint from Reverend Danny Collins regarding alleyway maintenance and PSA refuse pickup location.

Staff was requested to advise Reverend Collins of the process/procedure in the closing of an alleyway, and that future PSA refuse pickups can be made at the front of his residence.

o. Personnel Changes

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

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors approved full pay for senior sanitation workers, Jerome Banks and Ronald Gravely at \$19,839 effective February 1, 1999.

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

Voting no: none.

Absent: Mr. Huff.

p. PFRWTA Report

Staff reported no meeting held last month of the Peppers Ferry Regional Wastewater Treatment Authority.

q. PCSA Report

Mr. Snead reported on the last meeting of the Pulaski County Sewerage Authority. He reported the Authority had authorized the purchase of equipment needed for sewer manholes. Said equipment reported to cost approximately \$6,000 to \$7,000.

r. Informational Items:

*NRRA Items of Information:

The Board reviewed the minutes of the New River Resource Authority for November 4, 1998.

s. Current Authorized Projects:

- Claytor Lake State Park Sewer Extension Odor Control
- Cloyd's Mountain Sewer Extension
- New River Industrial Park Water & Sewer Extension
- Virginia Mobile Home Park Water and Sewer Feasibility Study
- Polyester Mobile Home Park Water and Sewer Connection

The Board reviewed the above listing of current authorized projects.

3. Approval of Minutes of January 11, 1999

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors approved the minutes of January 11, 1999, as presented.

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

4. Approval of Accounts Payable

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors approved the accounts payable listing for checks numbered 4631 through 4703, subject to audit.

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

5. Other Matters

The Board appointed Board Member, Archa Vaughan, to serve on the Banking Services Committee.

The Board acknowledged receipt of an installment payment from the Town of Dublin for the water settlement agreement, and confirmed that interest should be applied if the Town does not pay the amount due in full per the water agreement between the PSA and the Towns.

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, March 8, 1999 at 9:00 a.m. in the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

Archa Vaughan, Jr., Vice-Chairman

J. Mack Baker, Secretary