

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES OCTOBER 18, 1999

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, October 18, 1999, at 9 a.m. in the First Floor Conference Room of the County Administration Building, in the Town of Pulaski, Virginia, the following members were present: H. W. Huff, Jr., Chairman; J. Mack Baker; Carlos Morris; Winston Snead; and Archa Vaughan, Jr. Staff members present included Joseph N. Morgan, County Administrator & PSA Executive Director; Ronnie Coake, County Engineer; Nancy M. Burchett, Management Services Director; and Larry Vest, Sanitation Supervisor.

1. Citizen Comments

Comments were heard from Susan Steffey, a resident of Orchard Hills Subdivision, regarding sewer service for the residents of Orchard Hills Subdivision. Ms. Steffey advised she had paid for the sewer extension five months ago. She reported of excess sewer flow into her back yard from a neighbor's failing septic tank. She requested the Board to expedite the extension of the sewer service for this area as soon as possible.

County Engineer, Ronnie Coake, advised that resistance had been encountered with one of the property owners regarding a right of way for the installation of the sewer line. Mr. Coake reported he and the county attorney had explained to the property owner of an existing right of way with no success.

County Administrator, Joseph Morgan, reviewed with the Board staff recommendation to bid this project with three alternative routes with the most cost-effective route to be taken. Further, he reported the need for staff to re-evaluate the engineering fees on this project proposed by Anderson & Associates.

Action by the Board on this matter is reflected under Item g. "Orchard Hills Partial Sewer Extension".

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Inmate Availability Reports

Mr. Vest reported the inmate availability had been unpredictable lately with the Regional Jail providing zero to five inmates for the refuse collection service. Mr. Vest advised that the lack of inmates had created a disruption in the special pickups and now these were behind schedule.

2. Balance Due Report

The monthly balance due report was presented.

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3. Adjustments

It was moved by Mr. Baker, seconded by Mr. Vaughan and carried, that adjustments totaling \$4,284.85 be approved as submitted.

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

Voting no: none.

4. Lien Report

The monthly lien report was presented.

5. Collections Report

Mr. Vest reported the following pickups were scheduled: 32 brush, 37 large item, 3 tires, and 11 refrigerators.

6. Refuse Committee Report

The Board reviewed the Refuse Committee Report minutes of September 17, 1999.

b. Insuring Sufficient Sanitation Workers

The county administrator reported that the reliability of the inmate labor from the Regional Jail was no longer acceptable. He requested the Board to approve the employment of five temporary employees for the next three months to ease the shortage of inmate help with the expectation that the increase in employees would likely be on a permanent basis. In addition, staff recommended that the hourly pay rate for the sanitation workers be raised to \$7.95 per hour with currently employee's pay being adjusted to reflect their current progress to full pay. The estimated cost for the additional pay for current employees was estimated to be \$21,519 annually.

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board approved the above staff recommendations with an effective date of November 1, 1999 for the pay increases for current employees, and with the understanding that the pay increase scheduled for February for employees not at the top of the pay scale would be moved to November 1 in order to accommodate the inmate shortage.

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

Voting no: none.

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c. Waste Industries Hauling Fee Increase

Mr. Paul Phipps of Waste Industries addressed the Board regarding their request for a hauling fee increase from \$60.00 per haul to \$80.00 per haul.

Staff advised that the increase requested by Waste Industries was recommended.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the request from Waste Industries for a hauling fee increase from \$60.00 per haul to \$80.00 with an effective date of November 1, 1999 with the PSA to consider increasing the hauling rate fee charged by the Public Service Authority also.

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

d. Super Can Review

The Board of Directors viewed the "super can" which could be used in the future by the PSA by the Refuse Department. Staff was instructed to further study the economics of the use of the can and report back to the Board at a later date.

e. Volvo Truck North America Sewer

Staff reported a decision regarding the engineering firm for Volvo had not been made as of this date. Staff further advised that the Industrial Development Authority may be the financing agent for the project once the county's financial advisor confirmed this.

f. Draper Area Sewer – Water Engineering Study

The county administrator advised that the Board of Supervisors had recently approved a water/sewer engineering study for the Draper area.

g. Orchard Hills Partial Sewer Extension

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board of Directors approved staff bidding the above sewer extension project to include three alternative routes for the sewer extension with the most cost effective route to be taken. The Board further authorized staff to re-evaluate the engineering fees proposed by Anderson & Associates for this project for possible bidding of engineering work or staff to perform the work should time permit.

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

h. Ratification

1. Skid Steer Loader Purchase

The Board ratified the purchase of a skid steer loader by the Public Service Authority in the amount of \$14,049.83. Said purchase to be awarded to low bidder.

2. Section 125 Plan Administrative Services Agreement

The Board ratified the Section 125 Plan Administrative Services Agreement with Hunt, Dupree & Rhine for the administration of the flexible benefits plan for employees for the year 2000. Fees for said services are \$.50 per participant for insurance premiums only and \$1.50 per participant for the spending accounts and a \$250.00 annual fee for the preparation of IRS Form 5500.

3. Rt. 660 Water Line Construction Change Order #10

The Board ratified Change Order #10 in the amount of \$4,000 for the water line crossing at Overlook Lane with H. T. Bowling, Inc.

4. Draper Aden Preliminary Engineering Report

The Board ratified an agreement with Draper Aden Associates for engineering services for the Draper Valley Water Improvements at an estimated total fee of \$2,500 to \$4,000.

i. Personnel Changes

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

j. PFRWTA Report

The county engineer advised there had been no meeting of the Peppers Ferry Regional Wastewater Treatment Authority this month; therefore, no report was given.

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k. PCSA Report

Mr. Snead gave a report of items discussed by the Pulaski County Sewerage Authority at its last meeting. He reported the major item of discussion was the installation of expensive hydrants in the Fairlawn area as required by the Health Department.

l. Informational Items:

The following informational items were reviewed:

1. NRRA Items of Information

The Board reviewed minutes of the NRRA for July 28, 1999; accounts payable listing; waste stream reports; waste load summary reports; waste stream analysis reports; and accounting reports for the months of July and August, 1999.

m. Current Authorized Projects & Items Under Review:

The following projects were reported as under review:

1. Cloyd's Mountain Sewer Extension By VDOT
2. New River Industrial Park Water and Sewer Extension
2. Water & Sewer Extension Preliminary Engineering Reports

n. Dunkard Bottom Water Project PER

The Board of Directors reviewed several rate structure alternatives on the Dunkard Bottom water project as prepared by staff. The Board authorized staff to continue to design the project to determine the accuracy of the estimated rates and the cost effectiveness of the project.

3. Approval of Minutes of September 13, 1999

It was moved by Mr. Morris, seconded by Mr. Baker and carried, that the minutes of September 13, 1999 be approved as presented.

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

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4. Accounts Payable

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the accounts payable on checks numbered 5224 through 5309, be approved, subject to audit.

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

Voting no: none.

5. Other Matters:

*Town/County Combined Tax and Refuse Customers Billing:

The Board reviewed a memo from Management Services Director, Nancy Burchett, regarding recent Town of Pulaski and county efforts in combining tax billing and town refuse billing. Said memo advised of a target date of July 1, 2000 for the Town of Pulaski to begin billing the PSA town refuse customers for refuse service. Staff noted that the PSA billing rate for residential refuse service would need to be established at one rate with the low volume user rate and non-user rate being eliminated.

6. Adjournment

There being no further business to discuss the Board adjourned. The next regular meeting of the Pulaski County Public Service Authority Board of Directors will be held on Monday, November 8, 1999 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

H. W. Huff, Jr., Chairman

J. Mack Baker, Secretary