

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, March 13, 2000, 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 and PSA Executive Director; Ronnie Coake, County Engineer; 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 & Staff:

a. Collection Staff Activity:

1. Adjustments

It was moved by Mr. Morris, seconded by Mr. Baker and carried, that adjustments totaling \$24,542.62 be approved as submitted.

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

Voting no: none.

2. Inmate Availability Report

The Board reviewed the inmate availability report as prepared by Larry Vest, Sanitation Supervisor. Mr. Vest noted that up to five inmates had been available for use by the Refuse Department during the past month.

3. Balance Due Report

The Board reviewed the balance due report as prepared by Larry Vest also. Mr. Vest reported the balances due had not changed significantly over the past three months.

4. Lien Report

The Board reviewed the lien report as prepared by staff. Mr. Vest noted that PSA staff had added some liens recently.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

5. Collections Report

Larry Vest reported the following special pickup/large items collections as of February 25, 2000: Large Items – 10; Brush – 8; Tires – 2; and Refrigerators – 3.

6. Refuse Committee Reports

The Board of Directors reviewed the minutes of January 7, 2000 of the Refuse Committee as prepared by staff.

Mr. Snead requested staff to check the refuse account for property on Sagefield Avenue in Fairlawn owned by Moore's to determine if a current refuse service bill was being paid. Staff was requested to report on this by the next PSA meeting.

b. Scheduling Public Hearing – All Rates

Staff advised the Board of Directors that scheduling a public hearing on all the PSA utility rates would be placed on the PSA agenda for the April meeting.

c. Fire Flow Policy

County Engineer, Ronnie Coake, reviewed with the Board of Directors a proposed Fire Flow Policy. He advised he had reviewed this policy with emergency personnel of the county.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the following Fire Flow Policy, per the recommendation of staff:

FIRE FLOW REQUIREMENTS
PULASKI COUNTY PUBLIC SERVICE AUTHORITY
Adopted March 13, 2000

The following policy has been adopted by the Pulaski County Public Service Authority for fire flow and shall be used in the design of future water line extensions.

1. Priorities: Within the existing system, priority will generally be given to providing fire protection to areas where it is not presently provided before upgrading fire protection in areas where some degree of fire protection is presently provided.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

2. Pipe size: The minimum water distribution pipes size for new construction providing fire protection shall be 6 inch.
3. Fire Hydrants: Fire hydrants shall be located as reviewed by the local Fire Chief and placed to be easily accessible by emergency personnel. Fire hydrants shall be fitted with 2 ½ inch National Standard Thread (NST) hose nozzles and a 4 ½ inch NST pumper nozzle. New hydrants shall be spaced at a maximum distance of 1000 feet as measured along an accessible roadway.
4. Fire flow: Fire hydrants shall provide the following fire flows (gallons per minute) while maintaining a residual pressure of 20 psi at all points in the distribution system:

	Existing* System (goals)	New Construction (goals)	New Construction (minimum)
Residential	500	500	500
Commercial	500	500	500
Industrial	500	ISO**	1,000

*Fire flows shown for the existing systems are goals

**ISO – Insurance Services Office, Fire Suppression Rating Schedule

5. Backflow Prevention: To reduce the risk of backflow during fire flow, individual service connections are installed with a meter setter equipped with a check valve unless an approved backflow preventer is required in accordance with the Waterworks Regulations. Meter setters on the existing systems will be replaced with setters equipped with check valves during normal maintenance of the system.

In order to meet Virginia Health Department requirements to maintain 20 psi residual pressure, each fire hydrant in the system will be labeled with the minimum residual pressure necessary to maintain 20 psi pressure throughout the system. The operator of the pumping equipment should not exceed pumping capacity which would result in a lower pressure at the fire hydrant.

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

Voting no: none.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors directed staff to submit the engineering costs for the water tank and fire hydrants to the developer of the Draper Valley Golf Course Subdivision, Phase II project, and request that costs of the tank and fire hydrants be included in the sale of each lot.

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

Voting no: none.

d. Encroachment on Fontaine Modification

Staff advised the Board of Directors of recent information received from Fontaine Industries advising of PSA water and sewer lines not being located in an easement.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved the payment of approximately \$13,000 for the purchase of fill dirt for Fontaine Industries property and to reimburse Fontaine and other property owners in widening the easement to remove any water or sewer line encroachment problem.

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

Voting no: none.

e. Orchard Hills – Phase I Sewer Extension

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors approved staff recommendation to pursue Alternate B, on the Orchard Hills, Phase I sewer extension, in order to serve more households at a lower cost even though a condemnation may be required.

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

Voting no: none.

f. VDOT 30 ft. Right-of-Way Restrictions

The Board reviewed recent correspondence from the Virginia Department of Highways & Transportation advising of adjacent property landowners permission now being required on any future underground utility installation or relocation in a thirty (30) foot VDOT right-of-way.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

g. Construction Proposals for Small Jobs

Staff reported that recent proposals had been received by contractors for small PSA construction jobs. A member of the PSA Board of Directors was invited to participate in the interviewing process.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors authorized the County Administrator to award the contract for PSA small construction jobs expected to be under the amount of \$100,000, once interviews had been held.

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

Voting no: none.

h. Billing Services Contract – Town of Pulaski

The Board reviewed with staff a billing service contract as proposed by the Town of Pulaski for PSA refuse billing services. The Board requested staff to further study the proposal and place on the April agenda for possible action by the Board of Directors.

i. CDBG Applications

On the motion of Mr. Morris, seconded by Mr. Baker and carried, the Board of Directors endorsed Community Development Block Grant applications for the Lee Highway Mobile Home Park sewer and the Eagle View Trail Park sewer projects per staff recommendation.

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

Voting no: none.

j. Personnel Changes

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

On the motion of Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved the following salary increase for refuse department employee Kevin Brunk:

Kevin Brunk – new salary \$21,549 effective February 1, 2000.

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

Voting no: none.

k. PFRWTA Report

Staff discussed with the Board of Directors problems encountered with the handling of the preliminary screenings at the New River Pump Station by the PSA refuse department. Larry Vest advised of the material wetness and of the inclusion of unsanitary objectional solids at the New River Pump Station. The Board reviewed a letter from Charles Maus, Executive Director of the Peppers Ferry Regional Wastewater Treatment Authority regarding this problem.

The Board requested staff to continue to review this matter to seek possible solutions.

l. PCSA Report

Mr. Snead reported that a pump had recently been clogged in the Timberlake area; however, had been fixed and no further problems had occurred.

i. Informational Items:

The following informational items were reviewed:

1. PFRWTA Board Information

The Board reviewed the following information regarding the Peppers Ferry Regional Wastewater Treatment Authority activities: Board meeting agenda for March 9, 2000; Executive Director's Staff Report for the month of February, 2000; minutes of January 6, 2000 and February 23, 2000; violation of weekly maximum for effluent correspondence; technical services staff report for February 2000; operations and maintenance reports and accounts payable listing for February, 2000.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

2. NRSWMA User Rebate

A user rebate from the New River Resource Authority in the amount of \$5,248.42.

3. Comparison of Ductile Iron vs. PVC Water Pipes – Eagleview Trailer Park

A report from the County Engineer comparing the use of ductile iron versus PVC water pipe.

4. Assessing Waste Water Options Seminar Notice

A notice from the NRV Planning District Commission of an Assessing Wastewater Options workshop to be held in Wytheville on March 23, 2000.

n. 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
3. Water & Sewer Extension Preliminary Engineering Reports
4. Landings Limited Partnership Water Extension
5. Collier Acres Sewer Extension Study with Commerce Park Development
6. Case Knife Road Water Extension Study
7. Gateway Mobile Home Park Water & Sewer Extension Engineering

o. Estimated Water Rate for FY 01 and Estimated Budget Approval

The Board reviewed with staff the estimated water rates for the Towns of Pulaski and Dublin for FY 01, as well as the budget estimates for the PSA departments that are a part of the water rate formula. Said estimated water rate for the Town of Dublin for FY 01 was calculated to be \$1.67 and for the Town of Pulaski \$1.64.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

On the motion of Mr. Morris, seconded by Mr. Vaughan and carried, the Board tentatively approved the estimated water rates for FY 01 for the Town of Dublin and Pulaski, per the above rate, and gave tentative approval of the PSA departmental budgets which are a part of the water rate formula. Further, the Board authorized staff to advise the towns of their respective estimated water rate for FY 01.

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

3. Approval of Minutes of February 14, 2000

It was moved by Mr. Baker, seconded by Mr. Morris and carried, that the minutes of February 14, 2000 be approved as presented.

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

4. Accounts Payable

It was moved by Mr. Morris, seconded by Mr. Snead and carried, that the accounts payable on checks numbered 5617 through 5685 be approved, subject to audit.

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

5. Other Matters:

The Board reviewed correspondence from Attorney Samuel Campbell on behalf of Sara Copenhaver Reuning and Robert B. Copenhaver regarding appropriate payment in exchange for permission by Sara Copenhaver Reuning and Robert B. Copenhaver to locate the PSA Claytor Lake sewer pump station on their property.

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board approved a payment to the above listed property owners equivalent to two (2) free sewer connections, as well as plantings and maintenance of said plantings by the PSA, in exchange for permission to locate the PSA Claytor Lake sewer pump station on the property of the Ms. Reuning and Mr. Copenhaver. This arrangement shall be subject to the County Engineer and County Attorney's concurrence.

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES MARCH 13, 2000

The Board of Directors also requested staff to provide a status report on the delinquent water account litigation for the Old Dick Price Ford account.

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, April 10, 2000 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

H. W. Huff, Chairman

J. Mack Baker, Secretary