

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES APRIL 10, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, April 10, 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 Ronnie Coake, County Engineer; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

1. Citizen Comments

Mr. Blake & Susan Steffey expressed concerns to the Board regarding the delay in sewer services to the Orchard Hills Subdivision area in Dublin.

Ronnie Coake, County Engineer, advised this project had been very difficult due to right of way problems encountered; however, plans for the project are expected to be completed shortly. He reported that, hopefully, the project should be completed by this summer.

2. Presentation Re: Septic Tank/Drainfield Systems

Mr. Don Rainey, member of the Pulaski County Planning Commission, gave a presentation to the Board of Directors regarding the county's Comprehensive Plan document as it relates to the provision of adequate housing and utility services. He advised that policies of the PSA may not be the same as the Comprehensive Plan and quoted sections of the Comprehensive Plan regarding the provision of adequate housing and utility services.

In order to address the septic tank/drainfield systems failure in the county, Mr. Rainey suggested that the Planning Commission adopt an ordinance to allow for the PSA to provide a maintenance service for septic tanks in the county. This proposed ordinance would apply to all new subdivisions and/or new homes built in sensitive areas of the county. Further, the proposed ordinance would require the homeowner to pay a fee to the PSA for septic tank maintenance. Mr. Rainey suggested the fee be set at \$10.00 per month. The maintenance by the PSA would provide for the septic tank to be pumped every 2 years, as well as check the level of flows on the distribution box. In addition, Mr. Rainey advised the ordinance could require that 2 tanks be placed, if needed, in a sensitive area, and also that a plastic manhole lid cover be required to allow for the level of flows check every 2 years. He requested the Board give consideration to his suggestion in the future.

The Board took no action on this matter at this time.

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3. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Adjustments

It was moved by Mr. Vaughan, seconded by Mr. Morris and carried, that adjustments totaling \$6,602.96 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 approximately 3 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.

5. Collections Report

Larry Vest reported the following special pickup/large items collections as of March 31, 2000: Large Items – 13; Brush – 18; Tires – 1; and Refrigerators – 3.

6. Refuse Committee Reports

No refuse committee reports were presented at this 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 May meeting.

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c. Construction Proposals for Small Jobs

County Engineer, Ronnie Coake, reviewed with the Board of Directors a staff recommendation for PSA construction jobs of less than \$100,000. Said recommendation ranked contractors by type of construction.

On the motion of Mr. Morris, seconded by Mr. Snead and carried, the Board of Directors approved staff recommendation for construction contracts for small jobs of less than \$100,000 per the following ranking:

Grading and Excavation:

1. H. T. Bowling
2. Erps Construction
3. Meade Contracting
4. Blackstone Paving

Utility(water/sewer lines etc)

1. H. T. Bowling
2. Meade Contracting
3. Blackstone Paving

Building

1. Erps Construction
2. Blackstone Paving

Demolition:

1. H. T. Bowling
2. Erps Construction
3. Meade Contracting
4. Blackstone Paving

Streets:

1. H. T. Bowling
2. Meade Contracting
3. Blackstone Paving

Paving:

1. Blackstone Paving

Electrical:

1. Coake and Sons Electrical
2. Erps Construction

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HVAC

No proposals received

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

Voting no: none.

d. Billing Services Contract – Town of Pulaski

No additional information was provided regarding the billing services contract with the Town of Pulaski at this time.

e. Status of Delinquent Account – Dick Price Ford

Staff advised the court hearing on this matter has been postponed. No additional information was available at this time.

f. Draper Ridge Subdivision Water Tank

County Engineer, Ronnie Coake reported the developer would not be attending the meeting as previously reported. The Board confirmed that the PSA is not interested in paying for the water tank for the expansion of the Draper Ridge Subdivision; however, suggested the developer possibly charge a surcharge to the residents to pay for the cost of the water tank.

g. Lee Highway Court

On the motion of Mr. Baker, seconded by Mr. Morris and carried, the Board of Directors authorized a PSA expenditure of \$48,450, an amount equal to water and sewer connection fees for existing mobile homes in the Lee Highway Court, as support of the Community Development Block Grant application for sewer services to the mobile home park. Further, the Board agreed to accept the responsibility for the pump station and lines at Lee Highway Court once constructed, subject to the installation meeting standards of the County Engineer and the Virginia Department of Health.

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

Voting no: none.

h. Ratification – Grant Program Fluoride Feed & Lab Testing

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board ratified a grant application to the State Division of Dental Health for the replacement of outdated fluoride feed and lab testing equipment at the PSA Water Treatment Plant facility in the amount of approximately \$4,000.

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

Voting no: none.

i. PFRWTA Report

Staff reported that discussion was held on the expansion of the existing Pepper's Ferry facility at the last meeting of the Pepper's Ferry Regional Wastewater Treatment Authority.

j. PCSA Report

Mr. Snead reported on recent activities of the Pulaski County Sewerage Authority.

k. Informational Items:

The following informational items were reviewed:

1. NRRA Minutes and Related Information

The Board reviewed the following information regarding the New River Resource Authority: Board meeting minutes of January 26, 2000; accounts payable listing for the month of January and February, 2000; waste stream reports for January and February, 2000; waste stream analysis report by users; waste load summary reports; monthly accounting summary reports; and NRRA monthly staff operations reports.

2. Orchard Hills – Phase I Extension

The Board reviewed e-mail from staff advising of the new route for the Orchard Hills Phase I sewer extension with H. T. Bowling as contractor for the sewer line installation.

3. Rolling Hills Sewer Project

The Board reviewed e-mail from staff advising of the status of the Rolling Hills sewer project.

4. Loving Field PER

The Board reviewed e-mail from staff regarding the Loving Field PER project.

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5. NRSWMA User Rebate

The Board reviewed correspondence from the New River Resource Authority advising of a user rebate for the month of February, 2000 in the amount of \$6,151.12.

I. 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

4. Approval of Minutes of March 14, 2000

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

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

Voting no: none.

5. Accounts Payable

It was moved by Mr. Morris, seconded by Mr. Vaughan and carried, that the accounts payable on checks numbered 5686 through 5753 be approved, subject to audit.

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

Voting no: none.

6. Other Matters:

The Board reviewed correspondence from the County Administrator and the PSA Executive Director, Joseph Morgan, advising of the PSA Refuse Collection staff early dismissal. Said memo reported the PSA refuse staff, upon completion of their daily routes, are being dismissed with pay. In addition, it was reported that the optimum time of garbage collection routes to be an average of six to seven hours daily.

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7. 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, May 8, 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