

## PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, August 14, 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; Winston Snead; Carl Mathes; and Archa Vaughan, Jr.; staff members present included Interim County Administrator, Peter Huber; County Engineer, Ronnie Coake; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

### 1. Citizens Comments

Mr. James Whited, owner of Polyester Mobile Home Park, advised he was still interested in water and sewer services from the Public Service Authority for the Polyester Mobile Home Park. He requested the Board of Director's assistance in expediting this project.

#### Introduction of New Board of Directors Member – Carl Mathes

At the request of Chairman Huff, Mr. Snead introduced the new board member Carl Mathes. The Board of Directors welcomed Mr. Mathes as a member of the PSA Board of Directors.

### 2. Reports from the County Administrator & Staff:

#### a. Collection Staff Activity:

##### 1. Adjustments

The Board deferred action on the adjustments until a detailed listing could be provided for staff. In addition, the Board requested staff to also provide a detailed listing of last month's adjustments for review and ratification at the next meeting of the Board.

##### 2. Inmate Availability Report

The Board reviewed the inmate availability report as prepared by Larry Vest, Sanitation Supervisor. Mr. Vest reported just recently 2 inmates were had been provided by the Regional Jail for use by the refuse collection departments, and that up to 4 may be available in the future.

##### 3. Balance Due Report

A balance due report was not submitted for this meeting of the Board of Directors due to the new billing system implementation.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

4. Lien Report

A lien report was also not submitted for this meeting of the Board of Directors due to the new billing system implementation.

5. Work Order Count

The Board reviewed the work order count report submitted by Larry Vest noting the following special pickup/large items collections as of August 9, 2000: Large Items – 27; Brush –16; Tires – 3; and Refrigerators – 3.

6. Refuse Committee Reports

No refuse committee report was provided at this meeting of the Board of Directors due to there being no meeting of this committee.

b. Rockwood Farms (Bell Property) Water & Sewer

Staff reported a draft copy of the preliminary engineering report for the above listed project had been received and is now available for review. Further, staff advised the report indicates the estimated cost to supply water at a residual pressure of 35 psi to the above listed site would be \$341,000. To supply 40 psi residual pressure, the cost would be \$536,000. In addition, the report indicates an estimated cost of \$137,000 for sewer service to the site only. To serve a larger area, the estimated cost for sewer service would be \$675,000.

Staff also advised the report will be made available to the owner of the above listed property for review.

c. Volvo Connection to Town Water System

Staff advised this matter was still being reviewed and a report should be available at the next PSA Board of Directors meeting.

d. Eagleview Mobile Home Park

The Board reviewed a copy of a preliminary commitment letter from the Virginia Department of Health for the financing for the water service through the Eagleview Mobile Home Park. Further, the Board reviewed a commitment of \$5,000 from the Department of Health, Drinking Water State Revolving Fund on this project.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors accepted the funding commitments from the Department of Health in the amounts of \$125,335 for loan purposes at 4.5% interest and \$5,000 for planning/design grant funds for the Eagleview Mobile Home Park.

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

Voting no: none.

e. Lee Highway Court Water & Sewer Service

Staff reported the Lee Highway Court water and sewer service loan application to the Virginia Department of Housing & Community Development had recently been denied and recommended applying for financing through the Department of Health.

On the motion of Mr. Snead, seconded by Mr. Vaughan and carried, the Board of Directors authorized staff to submit a loan application to the Department of Health for possible financing of water and sewer service to Lee Highway Court.

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

Voting no: none.

f. Polyester Mobile Home Water & Sewer

The Board reviewed a letter from Mr. James Whited, owner of the Polyester Mobile Home Park, concurring with the preliminary engineering report from Altizer, Hodges and Varney, and with the cost estimates for the projected water and sewer rates for the individual users of the mobile home park.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors authorized staff to seek financing of water and sewer services to the Polyester Mobile Home Park, with the understanding that Mr. Whited will execute an agreement to repay all costs incurred by the PSA, provided costs are not recouped through the PSA individual billings.

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

Voting no: none.

g. Personnel Changes

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

The Board also reviewed a report on a recent PSA refuse department employee questioning the recent general pay adjustments. The Board accepted the report as presented by staff.

h. Allocation of Sewage Pumping and Treatment Capacity

The Board reviewed a letter from Charles Maus, Executive Director of the Pepper's Ferry Regional Waste Water Treatment Authority, regarding consideration by the PSA for an independent study on the allocation of sewer capacities at the Pepper's Ferry Plant.

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors expressed no objections to an independent study to review the allocation of sewer capacity at the Pepper's Ferry Waste Water Treatment Plant; however, the Board emphasized the need for the county's excess capacity to be maintained.

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

Voting no: none.

i. Radford Pump Station Capacity

Staff reported of Montgomery County's interest in obtaining additional pumping capacity from the Public Service Authority at the Radford Pump Station.

The Board authorized staff to negotiate with Montgomery County regarding the possible sale, rental or trade of additional PSA pumping capacity at the Radford Pump Station.

j. PFRWTA Report

Mr. Snead advised the Peppers Ferry Regional Wastewater Treatment Authority had discussed the allocation of sewer capacity, and possibly increasing the size of the wastewater treatment plant.

k. PCSA Report

Mr. Snead also reported on items discussed at the recent meeting of the Pulaski County Sewerage Authority.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

i. Informational Items

The following informational items were reviewed by the Board:

1. New River Resource Authority Minutes, Etc.

The Board reviewed the following items regarding the New River Resource Authority: minutes of May 24, 2000, accounts payable listing for May & June 2000; waste stream reports; area life analysis charts; waste load summary reports; analysis by users reports; and monthly accounting summary reports.

2. Va. Municipal Wastewater Association Sewer Project Needs 2000-2005

The Board reviewed staff response to Charles Maus listing needed sewer projects of Pulaski County for 2000-2005.

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
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

The Board also reviewed a status report on the following projects: Dunkard's Bottom water; Orchard Hills sewer; Draper Golf Course water tank; Draper sewer & water study; Love Field sewer, Highland Park sewer; Rolling Hills sewer; Sunny Acres sewer; Gateway Mobile Home Park sewer; Lee Highway Court Mobile Home Park water; Tiny Town Mobile Home Park sewer & water; Mabry Court Mobile Home Park water; and Polyester Mobile Home sewer and water.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

3. Approval of Minutes of July 19, 2000

It was moved by Mr. Vaughan, seconded by Mr. Snead and carried, that the minutes of July 19, 2000 be approved as presented.

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

4. Accounts Payable

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the accounts payable on checks numbered 5998 through 6121 be approved, subject to audit.

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

5. Other Matters:

Peter Huber, Interim Executive Director, advised of the need for the Board of Directors to hold a public hearing on the proposed water, sewer and connection fee rates for the Draper Ridge Subdivision, Big Valley Subdivision and Heron's Landing development. In addition, Mr. Huber reported that community meetings are planned prior to the public hearing for the Draper subdivisions.

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors authorized staff to publish the following water, sewer and connection fee rates for a public hearing by the PSA Board of Directors at the meeting of November 13, 2000:

The proposed changes in rates, fees and charges to be approved by the Public Service Authority at its meeting following the public hearing on November 13, 2000, for water, sewer, connection fees, etc. are as follows:

**Heron's Landing:** Residential Water Rate: \$13.50 minimum first 2,000 gallons  
\$2.50 per thousand gallons thereafter  
Residential Surcharge: \$5.00 per month  
Residential Sewer Rate: \$13.50 minimum first 2,000 gallons  
\$3.00 per thousand gallons thereafter  
Residential Connection Fees: Water & Sewer \$1,551 maximum



PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES AUGUST 14, 2000

Certification of Conformance with the Virginia Freedom of Information Act

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the Board of Directors adopt the following resolution certifying conformance with the Virginia Freedom of Information Act.

WHEREAS, the Board of Directors of the Public Service Authority of Pulaski County, Virginia, has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by this Board of Directors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Public Service Authority of Pulaski County, Virginia hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Board of Directors.

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

Voting no: none.

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, September 11, 2000 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

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H. W. Huff, Jr., Chairman

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J. Mack Baker, Secretary