

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES SEPTEMBER 11, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, September 11, 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; Sanitation Supervisor, Larry Vest; and Nancy M. Burchett, Management Services Director.

1. Citizens Comments

No comments were heard at this time.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Adjustments

The Board deferred action on the adjustments until the accounts receivable totals could be confirmed by staff.

2. Inmate Availability Report

The Board reviewed the inmate availability report as prepared by Larry Vest, Sanitation Supervisor. Mr. Vest reported 3 inmates were being supplied now on a regular basis by the Regional Jail for use by the refuse collection departments.

3. Balance Due Report

The Board reviewed a balance due report as submitted by Larry Vest. Staff was requested to confirm the amounts shown on the balance due report.

4. Lien Report

The Board of Directors reviewed a lien report. Said report reflected total liens as of 8/21/00 in the amount of \$373,723.91.

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 30, 2000: Large Items – 21; Brush – 4; Tires – 0; and Refrigerators – 2.

6. Refuse Committee Reports

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

b. Agreement between PSA & Stan Moran

Mr. Stan Moran, developer for the Draper Ridge Subdivision, requested the Board of Directors to provide the State Department of Health a letter advising of PSA's acceptance of only 410 gallons per minute flow for the Draper Ridge Subdivision. Mr. Moran further requested the PSA to accept the water lines installed at this subdivision into the PSA system so that he may proceed in selling the first 10 lots.

The Board reviewed the draft agreement as prepared by staff regarding this matter. Chairman Huff requested that "which ever comes first" be added at the end of number 6 in the agreement. Mr. Huff also requested cost figures on supplying fire hydrants to this subdivision be calculated in order to determine if the connection fee will cover the expense of the fire hydrants.

Staff noted the Board of Directors could not adopt this agreement until the November 13, 2000 public hearing on rates had been held.

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors authorized Chairman Huff to sign a letter to the State Department of Health confirming PSA's acceptance of 410 gallons per minute flow for the Draper Ridge Subdivision, subject to concurrence of the county engineer, Ronnie Coake.

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

Voting no: none.

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors accepted into the PSA system the water lines installed by the developer for the Draper Ridge Subdivision, subject to Chairman Huff confirming with county engineer, Ron Coake, that lines installed meet PSA specifications.

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

Voting no: none.

Abstaining: Mr. Snead.

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c. Confirmation of Rates – Scheduling of Public Hearing November 13

The Board reviewed rates advertised for public hearing on November 13, 2000. Further, staff requested PSA confirmation of existing rates in order to provide for placement of all rates in one location within the PSA minutes. The Board expressed no objections to this confirmation being placed on the agenda for the November 13, 2000 meeting.

d. Rockwood Farms (Bell Property) Water & Sewer

Staff reported of a meeting scheduled for September 11, 2000 at 7:00 p.m. with the owner, developer, adjacent property owners of Rockwood Farms and engineers regarding the water and sewer engineering study.

e. Card Reading System for Fuel Dispension

Staff advised of an alternate procedure for fueling county/PSA vehicles due to the present fueling system at the county garage not working during after hours. Further, staff reported that requests for proposals are being solicited for a new dispensing system, as well as possible dispensing through a commercial vendor.

f. Rescheduling of October Meeting Date

On the motion of Mr. Snead, seconded by Mr. Mathes and carried, the Board of Directors approved rescheduling the October regular meeting to October 16, 2000 due to the Columbus Day Holiday on October 9, 2000.

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

g. Refuse Packer Body Proposals

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved awarding the refuse packer body purchase to Mid State Equipment Company in the amount of \$39,000 per staff recommendation.

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

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h. Refuse Truck Cab & Chassis Bid Recommendation

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors awarded the refuse truck cab & chassis purchase to low bidder, Truck Enterprises Company, in the amount of \$69,254.99 per staff recommendation.

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

i. Roll Off Container Bids

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors awarded the roll off container purchase to Wilbar Truck Equipment Company in the amount of \$13,340.

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

j. PSA Billing

Staff reviewed efforts with the Board of Directors to perfect the new PSA utility billing system by November 1, 2000 with the assistance of Management Services Director, Nancy Burchett.

k. Town of Pulaski Billing Status

Staff reported the town had recently implemented the combined water/refuse billing system for town refuse customers with no major problems being encountered.

l. Hiring of Grants/Loan Administrator

Staff advised of plans to hire a temporary Grants/Loan Administrator at an hourly rate of \$10 to \$15 per hour with the county funding this position. The Board expressed no objections to this recruitment.

m. PFRWTA Report

Mr. Snead reported on recent activities of the Peppers Ferry Regional Waste Water Treatment Authority.

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n. PCSA Report

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

o. Informational Items

The following informational items were reviewed by the Board:

1. Peppers Ferry Authority Staff Report

The Board reviewed the following items regarding the Pepper's Ferry Regional Waste Water Treatment Authority: minutes of July 13, 2000; executive director's report for July and August 2000; staff reports for July & August 2000; accounts payable listing for July 2000; and balance sheets as prepared by Lester & Gillespie, P.C., certified public accounts for the Pepper's Ferry Authority as of June 30, 1999.

2. Eagleview Mobile Home Park

The Board reviewed a summary report regarding a meeting with the Virginia Department of Health officials and county staff pertaining to the Eagleview Mobile Home Park and Department of Health requirements.

3. Volvo Connection to Town Water

The Board reviewed an excerpt from the language of the 1995 Intergovernmental Water Agreement related to this matter. Staff reported the Town of Pulaski had been requested to supply any additional information or documentation to justify the town's water connection to Volvo.

p. 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

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6. Case Knife Road Water Extension Study
7. Gateway Mobile Home Park Water & Sewer Extension Engineering

3. Approval of Minutes of August 14, 2000

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the minutes of August 14, 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. Baker, seconded by Mr. Snead and carried, that the accounts payable on checks numbered 6122 through 6197 be approved, subject to audit.

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

Voting no: none.

5. Other Matters:

No other matters were reviewed at this time.

6. Closed Meeting – 2.1-344.A.1.3.5.7:

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the Board of Directors enter closed session for discussion of the following:

Legal Matters - Pursuant to Virginia Code Section 2.1-344(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- Dick Price Ford Court Case

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

Voting no: none.

Return to Regular Session:

On the motion of Mr. Snead, seconded by Mr. Mathes and carried, the Board of Directors returned to regular session.

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

Voting no: none.

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Certification of Conformance with the Virginia Freedom of Information Act

It was moved by Mr. Baker, seconded by Mr. Snead 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, October 16, 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