

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES DECEMBER 11, 2000

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, December 11, 2000, at 9:00 a.m. in the Board 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; Carl Mathes; and Archa Vaughan, Jr. Absent: Winston Snead. Staff members present included County Administrator, Peter M. Huber; County Engineer, Ronnie Coake; and Nancy M. Burchett, Management Services Director.

Comment:

1. Appointment of County Administrator as Executive Director

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the Board of Directors appointed County Administrator, Peter M. Huber, to serve as Executive Director for the Pulaski County Public Service Authority.

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

Voting no: none.

Absent: Mr. Snead.

1a. Citizen Comments

Mr. Edward Hoggatt, a resident of the Parrott community, expressed the need for the PSA to establish standards for citizens to use in putting out their trash. Mr. Hoggatt described the use of boxes and barrels in the Parrott community and noted these to be unsightly, as well as a safety problem for the PSA employees. He advised he would be willing to pay more for the PSA service in order to have standards required. In addition, Mr. Hoggatt reported the boxes/barrels were located on highway department right of ways.

Staff was requested to review this matter and report back to the Board staff recommendations at a later date.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Adjustments

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors approved adjustments in a credit amount of \$4,844.75.

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

Voting no: none.

Absent: Mr. Snead.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES DECEMBER 11, 2000

2. Inmate Availability Report

The Board reviewed the inmate availability report which reported that three (3) inmates had been provided regularly over the past month by the Regional Jail.

3. Balance Due Report

The Board reviewed a balance due report as submitted by staff.

4. Lien Report

The Board of Directors reviewed the lien report as prepared by staff. Said report reflected total liens in the amount of \$364,716.09.

5. Work Order Count

The Board reviewed the work order count report submitted by staff noting the following special pickup/large items collections as of December 2, 2000: Large Items – 5; Brush –31; Tires – 0; and Refrigerators – 1.

6. Refuse Committee Reports

No refuse committee reports were provided at this meeting due to no meeting of said committee.

7. PSA Billing Staff Meeting Minutes

The Board reviewed billing staff meeting minutes of November 16, 2000 as presented by staff. The Board also reviewed the recent remittance report from the Town of Pulaski in the amount of \$41,404.32 for collection of refuse in the town.

b. Assistance with Grant and Loan Applications

Staff advised of plans to utilize an employee of the New River Valley Planning District Commission to be used for applying for grant funding of various water and sewer projects with the county paying one-half of the cost of documented time spent by the employee on water and sewer projects.

c. Staffing Changes

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES DECEMBER 11, 2000

Staff reported that Sanitation Supervisor, Larry Vest, is currently evaluating is continued supervision of the refuse department. Further, Mr. Vest is on leave and Assistant Sanitation Supervisor, Kenny Stoots, has been requested to fill in for Mr. Vest for the next three weeks. In addition, staff advised of the strict enforcement of sick leave and early release policies being implemented for the refuse department employees due to a large number of employee absences over the past few weeks.

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved the above noted staffing changes and authorized staff to make other modifications in staffing as may be necessary.

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

Voting no: none.

Absent: Mr. Snead.

d. Ratification Flex Benefit Plan Administration

On the motion of Mr. Vaughan, seconded by Mr. Baker and carried, the Board of Directors ratified an agreement with Hunt, DuPree & Rhine for the administration of the employee flexible benefit plan for the period of December 31, 2000 through December 30, 2001.

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

Voting no: none.

Absent: Mr. Snead.

e. PFRWTA Report

No report was given at this meeting regarding the Peppers Ferry Regional Wastewater Treatment Authority.

f. PCSA Report

No report was given at this meeting regarding the Pulaski County Sewerage Authority.

g. Informational Items:

The following informational items were reviewed by the Board:

1. Access to PSA Minutes on Web Page

Staff reported the PSA minutes may now be accessed on the Internet via the county's web page.

2. Draper Aden Collections and Recycling Survey Report

The Board acknowledged receipt of this report.

3. Draper Ridge Subdivision & Fairway Estates Subdivision

The Board reviewed the agreement with T & M Southwest and associated letter of credit for the construction of the water tank to serve Draper Ridge Subdivision and Fairway Estates Subdivision. The Board accepted these items as presented.

4. Audit Report

Staff advised the preliminary audit report indicating a net cash gain of \$17,372 prior to the calculation of depreciation. However, the report indicates a \$300,193 loss in the refuse department. Further, the Board was advised that a final copy of the audit would be presented to the Board at their regular meeting in January 2001.

h. Current Authorized Projects

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

3. Approval of Minutes of November 13, 2000

It was moved by Mr. Baker, seconded by Mr. Morris and carried, that the minutes of November 13, 2000 be approved as presented.

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

Voting no: none.

Absent: Mr. Snead.

4. Accounts Payable

It was moved by Mr. Vaughan, seconded by Mr. Baker and carried, that the accounts payable on checks numbered 6636 through 6854 be approved, subject to audit.

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

Voting no: none.

Absent: Mr. Snead.

5. Other Matters:

Archa Vaughan noted the need for improved water and sewer services at the New River Valley Fairgrounds and requested this matter be placed on the PSA agenda in the future.

County Engineer, Ronnie Coake, advised he had done some analysis on the water and sewer system at the Fairgrounds, but would like to conduct a simulation of a high demand period in order to determine the best means of improving water and sewer services to the Fairgrounds. Further, he reported additional field data was needed to accurately determine the problems.

Staff was requested to add this project to the list of authorized projects and requested the County Engineer to review alternatives for improving the water and sewer services at the Fairgrounds. In addition, this project was requested to be added to the Capital Improvements Plan listing, as well as, staff is to review the availability of grant options for improved water and sewer services.

6. Adjournment

There being no further business to discuss the Board adjourned until the next regular meeting of the Pulaski County Public Service Authority Board of Directors to be held on Monday, January 8, 2001 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