

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
May 13, 2002

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, May 13, 2002, at 9:00 a.m. in the Conference Room of the County Administration Building, in the Town of Pulaski, the following members were present: H.W. Huff, Jr., Chairman; Archa Vaughan, Jr.; J. Mack Baker; Winston Snead; and Carl Mathes. Staff members present included: County Administrator, Peter M. Huber; and Assistant County Administrator, Nancy M. Burchett.

1. Public Hearing – The Revision of a Schedule of Rates, Fees and Charges for Refuse Collection for Commercial Customers at which Hearing Owners, Tenants and Occupants of Property to be Served or Service by the Authority and All Others Interested Will Have an Opportunity to be Heard:

Staff advised the purpose of this public hearing was to receive public comments on the proposed monthly rental rate of \$250.00 for commercial refuse customers utilizing a compactor type roll-off unit. Further, staff reported the charge for emptying the compactor roll-off unit is proposed to be the same as an open top roll-off container.

Chairman Huff opened the public hearing on this matter.

No comments were heard; therefore, the Chairman closed the public hearing on this matter.

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors set the monthly rental rate for commercial refuse customers utilizing a compactor type roll-off unit at \$250.00 per month with the charge for emptying this unit to be the same as an open tope roll-off container unit.

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

Voting no: none.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Vaughan, seconded by Mr. Baker, and carried, the Board of Directors approved adjustments in the credit amount of \$3,258.27 per staff recommendation.

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

Voting no: None

2. Inmate Availability Report

Staff reported the inmate count for the month of April had been two inmates per day.

3. Balance Due Report

The Board reviewed and accepted the balance due report as submitted by staff.

4. Lien Report

The Board reviewed and accepted the lien report as prepared by staff. Said report reflected total liens in the amount of \$400,899.56. Staff noted the delinquency of an apartment complex in the Town of Pulaski and that a lien had been placed on the complex to secure the delinquent amount.

5. Work Order Count

Staff reported that there were 5 brush pick-ups, 1 large items, 0 tires and 0 refrigerators requiring pick-up as of May 6, 2002.

b. Acceptance of Easement from Fontaine Modification Company:

On the motion of Mr. Mathes, seconded by Mr. Baker and carried, the Board of Directors accepted an agreement for a 20-foot wide public utility easement from Fontaine Modification Company. Further, the Board authorized Chairman Huff to execute this easement on behalf of the Public Service Authority Board of Directors. A copy of this easement shall be filed with the records of this meeting.

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

Voting no: none.

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c. Polyester Mobile Home Park Sewer & Water:

Mr. James Whited, owner of Polyester Mobile Home Park, addressed the Board of Directors regarding the extension of public water and sewer to the Polyester Mobile Home Park. He briefly gave a history of his efforts to have public water and sewer extended to the Polyester Mobile Home Park. He expressed concerns that the process had begun in 1997 with water and sewer service still unavailable at the present time to Polyester Mobile Home Park. In addition, he advised he had concerns with the proposed connection fee amount of \$46,750 since he had already invested approximately \$19,000. Further, he noted the amount of connection fees assessed to other mobile home parks by the Public Service Authority in the past had been much less than the \$46,750 proposed for Polyester Mobile Home Park.

Mr. Whited requested the Board to not take any action at this meeting on the proposed connection fee until staff could research the amount of connection fees charged other mobile home parks by the Public Service Authority.

The Board of Directors tabled the water and sewer connection fee for Polyester Mobile Home Park until staff could provide a report regarding the amount of connection fees charged in the past by the Public Service Authority to other mobile home parks.

d. PSA Budget:

Staff reviewed with the Board of Directors preliminary FY 03 budget projections for both revenues and expenditures. Staff reported that the water operations continue to subsidize the garbage & sewer operations, and with the increasing deficits in these two departments, needed capital items were being affected. Further, staff recommended the Board consider an increase of \$1.00 per month in the residential garbage rate. This increase would generate approximately \$138,084 in additional revenue and would offset the \$102,853 projected deficit in the refuse departments.

The Board requested staff to determine the Public Service Authority's unobligated balance, less funds needed to operate, and provide this information at the June meeting of the Public Service Authority Board of Directors.

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e. Fairlawn/Memorial Bridge Water System Improvements:

On the motion of Mr. Mathes, seconded by Mr. Baker and carried, the Board of Directors approved an expenditure of \$25,100 for water line improvements to the existing PSA water line in the Fairlawn area serving the St. Albans property and the Executive Motel.

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

Voting no: none.

f. Informational Items:

1. Cloyd's Mountain Pump Station:

The Board reviewed a letter documenting problems with the leachate pump station at the top of Cloyd's Mountain.

2. Draper Aden Survey Results:

The Board reviewed a summary of water and sewer connection charges by various Virginia localities as prepared by Draper Aden Associates.

3. Virginia Drinking Water Regulations:

The Board reviewed notification from the Virginia Department of Health advising of a charge for required water testing. However, staff noted the amounts to be charged by the Virginia Department of Health for the required water testing had not been made known.

4. Nasira F. Hasan Request for Waiver of Fees:

Mr. E. Hasan, caretaker and brother of Dr. Nasira F. Hasan, requested the Board to re-consider his request for a waiver of a water re-connection fee of \$50.00 assessed on the account of Dr. Hasan. Mr. Hason advised he felt concessions should be made in this case due to the illness of Dr. Hason.

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Chairman Huff advised Mr. Hason that PSA policy did not allow for the waiver or abatement of water re-connection fees due to an individual being ill. Therefore, the \$50.00 re-connection fee could not be waived.

5. Drug Testing Policy:

The Board reviewed a memo from the treating doctor of a PSA employee for a worker's comp injury that illustrated the need for employee drug testing after an offer of employment, as well as routinely during the course of employment with the PSA. Staff advised of hopes to implement such a policy in the near future.

6. VT Performance and Benchmarking Study:

The Board reviewed the above noted report. Staff noted the customer satisfaction survey regarding the PSA refuse collection indicated over a 90% customer satisfaction level and provided guidance on how to further improve satisfaction. In addition, the report noted the PSA curbside pick-up in a rural area to be unique.

7. Personnel Changes:

The Board reviewed recent personnel changes as reported by Assistant County Administrator, Nancy M. Burchett.

g. Current Authorized Projects & Items Under Review:

The following projects were reported to be under review:

1. Cloyd's Mountain Sewer Extension by VDOT
2. New River Industrial Park Sewer Pump Station
3. Rolling Hills, Orchard Hills and Vista Sewer
4. Collier Acres Sewer Extension with Commerce Park Development
5. Engineering for Mobile Home Park Water & Sewer Extensions
6. Water Hydrant Flushing

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3. Approval of April 8, 2002 Minutes

On the motion of Mr. Vaughan, seconded by Mr. Baker, and carried, the PSA Board of Directors approved the minutes of the April 8, 2002 meeting as presented by staff.

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

4. Accounts Payable

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the PSA Board of Directors approved the accounts payable listing for checks numbered 8292 through 8371, subject to audit.

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

5. Other Matters:

No other matters were discussed at this time.

6. Adjournment

There being no further business to discuss, the meeting was adjourned until the next regular meeting of the Pulaski County Public Service Authority Board of Directors to be held on June 10, 2002 at 9:00 a.m. at the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

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H.W. Huff, Chairman

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J. Mack Baker, Secretary