

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
June 10, 2002

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, June 10, 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: Archa Vaughan, Jr.; J. Mack Baker; Winston Snead; and Carl Mathes. Members Absent: H. W. Huff, Jr., Chairman. Staff members present included: County Administrator, Peter M. Huber; and Assistant County Administrator, Nancy M. Burchett.

1. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Mathes, seconded by Mr. Baker, and carried, the Board of Directors approved adjustments in the credit amount of \$13,116.15 per staff recommendation.

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

Voting no: None.

Absent: Mr. Huff.

2. Inmate Availability Report

Staff reported the inmate count for the month of May 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 \$390,425.61.

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5. Work Order Count

Staff reported that there were 19 brush pick-ups, 13 large items, 1 tire and 1 refrigerator requiring pick-up as of June 6, 2002.

b. FY 03 Budget Approval:

Peter Huber, Executive Director, reviewed with the Board of Directors the proposed budget for FY 03. He advised the proposed budget included a 2% increase in pay for PSA employees. He noted this pay increase to be the same as the Board of Supervisors had advertised for approval for county employees. Further, Mr. Huber advised the PSA budget reflected an overall deficit of \$27,278. He then requested the Board to authorize staff to advertise for public hearing a \$1.00 increase in the rates for residential full service refuse customers as soon as possible.

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved the FY 03 budget as presented by staff reflecting total estimated revenues of \$5,078,230 and total estimated expenditures of \$5,105,508.

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

Voting no: none.

Absent: Mr. Huff.

On the motion of Mr. Mathes, seconded by Mr. Snead and carried, the Board of Directors authorized staff to advertise for public hearing as soon as possible a rate increase of \$1.00 for residential full service refuse customers, a \$.75 rate increase for non-user residential refuse customers, and a \$.50 rate increase for low volume/recycler refuse customers.

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

Voting no: none.

Absent: Mr. Huff.

c. Landfill Fees Waiver Request:

The Board reviewed a request from the Peppers Ferry Wastewater Treatment Authority for the waiver of landfill fees during the renovation of the Peppers Ferry Plant.

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On the motion of Mr. Mathes, seconded by Mr. Baker and carried, the Board of Directors denied the request for a waiver of landfill fees from the Peppers Ferry Wastewater Treatment Authority per the recommendation of staff.

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

Voting no: none.

Absent: Mr. Huff.

d. PSA Air Compressor:

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors approved the transfer of ownership of the PSA air compressor to the Pulaski County School Board as a gift with the condition that the compressor be maintained and made available for PSA use in the future per staff recommendation.

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

Voting no: none.

Absent: Mr. Huff.

e. Sanitation Charge:

The Board of Directors reviewed a recommendation from staff requesting that a \$75 per hour per refuse truck be established by the PSA for the use of truck, equipment and manpower to events where admission is being charged such as the NRV Fair, flea market, Chamber of Commerce auction, etc.

On the motion of Mr. Mathes, seconded by Mr. Baker and carried, the Board of Directors authorized staff to advertise for public hearing the proposed rate of \$75.00 per hour per refuse truck for the use of the truck, equipment and manpower to special events where admission is being charged to the public.

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

Voting no: none.

Absent: Mr. Huff.

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f. Mobile Home Park Connection Fees:

Mr. Dan Sumner, owner of Eagleview Mobile Home Park, requested a status report on obtaining water and sewer service from the Public Service Authority. He expressed concerns pertaining to the amount of time that had elapsed since his original request for the water and sewer service. He advised he had made this request about 4 or 5 years ago. Further, Mr. Sumner advised he was operating on a waiver permit from the Virginia Department of Health at the present time.

Peter Huber, Executive Director, advised approval from the Virginia Revolving Loan Program for water only had been received; however, due to problems with existing septic systems, the water and sewer needed to be tied together for the project to work economically. Further, at the present time, Shawn Utt of the Planning District Commission, was working on a Rural Development loan/grant application for sewer service to the Eagleview Mobile Home Park. In addition, the PSA Board of Directors would be asked to approve the expenditure of \$6,900 for a preliminary engineering report on the sewer service as is required for submittal to the Rural Development loan/grant program.

Regarding the water service, Mr. Huber reported that water service to Eagleview Mobile Home Park had been lumped with a number of other mobile home park grant/loan applications to Rural Development, and a response from Rural Development regarding to this application was expected within the next quarter.

Discussion was held regarding hookup fees for mobile home parks. Mr. Sumner advised that he was advised several years ago that Eagleview Mobile Home Park would not have to pay any connection fees to the PSA.

After a review of the PSA minutes, staff confirmed that the PSA Board of Directors had waived water connection fees to the Eagleview Mobile Home Park due to the fact that Eagleview Mobile Home Park had paid a non-user water fee for a number of years. Sewer connection fees, however, would need to be paid.

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Mr. Huber then reviewed with the Board of Directors information pertaining to connection fees imposed by the PSA in the past for mobile home parks such as Walter's Mobile Park, Gateway Trailer Park and Abbey Court Mobile Home Park. Mr. Huber recommended the Board work with the mobile home park owners presently requesting water and sewer service from the PSA to determine an appropriate balance between the up front and financed connection fees and/or service line costs. He further suggested that a representative from the PSA Board of Directors be appointed to meet with the park owners and staff to discuss the connection fees issues as well as PSA security issues in financing the costs of the public water and/or sewer systems.

On the motion of Mr. Mathes, seconded by Mr. Snead and carried, the Board of Directors approved the expenditure of \$6,900 with Draper Aden Associates for a preliminary engineering sewer study for the Eagleview Mobile Home Park.

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

Voting no: none.

Absent: Mr. Huff.

Vice-Chairman Vaughan appointed PSA Board Member, Winston Snead, as the Board representative to meet with mobile home park owners and staff to discuss water and sewer connection fees as well as PSA security issues in financing the cost of the public water and/or sewer systems.

g. Contract on Roll Off Containers:

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved the purchase of 10 replacement roll off container units at a cost of \$30,000 with the understanding the replacement unit replace the rented roll off container units.

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

Voting no: none.

Absent: Mr. Huff.

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h. Water Treatment Plant Operator:

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved a 5% pay increase for Water Treatment Plant Operator, Gary Jennings, based on staff recommendation and a satisfactory employee performance evaluation effective June 1, 2002.

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

i. Informational Items:

1. Roll Off Container Lease Purchase:

Staff reported of a billing issue dispute with Cavalier Equipment Supply for the lease/purchase of dumpster units in 1996. The billing issue involves a possible overcharge by Cavalier Equipment for these units. Further, resolution of this matter is being pursued by staff.

2. Letter to Ed Hoggatt:

The Board reviewed a letter to Mr. Ed Hoggatt from Doug Mayberry, Fleet Maintenance and Operations Director, pertaining to Mr. Hoggatt's objection to the use of trash boxes in the Parrott area of the county.

3. NRRA Rate Change:

The Board reviewed a copy of a public rate hearing of the New River Resource Authority resulting in the lowering of municipal solid waste, debris waste and appliances placed in the landfill by the New River Resource Authority from \$31.00 per ton to \$30.50 per ton. This reduction had been factored into the 2002-03 PSA budget.

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4. Polyester Mobile Home Park:

The Board reviewed a letter from staff to Thomas Gray of the Virginia Department of Health agreeing to accept and operate the water distribution and sewer collection systems serving the Polyester Mobile Home Park assuming the facilities are built to the standards of the Virginia Department of Health and the Pulaski County Public Service Authority standards and financed by Mr. Whited, owner of the mobile home park.

5. Review of Revised Garbage Collection Services Brochure:

The Board reviewed a copy of the revised garbage collection services brochure as prepared by staff.

j. 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

3. Approval of May 13, 2002 Minutes

On the motion of Mr. Baker, seconded by Mr. Snead, and carried, the PSA Board of Directors approved the minutes of the May 13, 2002 meeting as presented by staff.

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

Voting no: None.

Absent: Mr. Huff.

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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 8372 through 8458, subject to audit.

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

Voting no: None.

Absent: Mr. Huff.

5. Other Matters:

Staff discussed with the PSA Board of Directors the feasibility of the Public Service Authority generating the utility bills for the Pulaski County Sewer Authority.

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 July 8, 2002 at 9:00 a.m. at the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

Archa Vaughan, Jr., Vice-Chairman

J. Mack Baker, Secretary