

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

October 15, 2002

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Tuesday, October 15, 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; Assistant County Administrator, Nancy M. Burchett; Ronnie Coake, County Engineer; and Doug Mayberry, Director, Fleet Maintenance and Operations.

1. Demonstration of Refuse Collection Automation Options:

The Board of Directors viewed an on-site demonstration of an automated container tipping device on a refuse collection truck. Following the demonstration, Board Members concluded that the automated truck would still require an employee on the back of the truck and that it would slow down the operation of picking up the garbage.

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 \$2,269.03 per staff recommendation.

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

Voting no: None.

2. Inmate Availability Report

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

3. Balance Due Report

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
October 15, 2002

4. Lien Report

The Board reviewed and accepted the lien report as prepared by staff. Said report reflected total liens in the amount of \$384,306.10.

5. Work Order Count

Staff reported that there were 11 brush pick-ups, 15 large items, 0 tire and 3 refrigerators requiring pick-up as of October 10, 2002.

b. Sewer to Apartments on Armstrong Street:

On the motion of Mr. Baker, seconded by Mr. Mathes and carried, the Board of Directors approved providing sewer service to the Sun Valley Apartments complex on Armstrong Street in Dublin, subject to the owner of the apartments agreeing to pay for the cost of any additional sewer line needed to serve the properties and subject to grant/loan funding approval.

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

Voting no: none.

c. Application for Financing of Water & Sewer Service to Mobile Home Parks:

On the motion of Mr. Baker, seconded by Mr. Snead and carried, the Board of Directors approved an application for interim construction financing for the installation of water and sewer service to mobile home parks through the Virginia Rural Water Association Construction Loan Program resulting in a savings of approximately \$5,000 due to lower interest rate quoted through this program.

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

Voting no: none.

d. Request for Waiver of Garbage Rental Deposit – Head Start:

The Board took no action on this matter since receipt of a written request had not been received from Head Start officials and the general desire of the Board to maintain fairness and consistency in PSA policies.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

October 15, 2002

e. Application for SERCAP Funding for Mobile Home Park Utilities Project:

Staff was directed by the Board of Directors to refer Mr. Mike Boyer to the previous agreement pertaining to financing the laterals and connection fees, whereas, the owner had agreed to provide financing for these fees.

f. Informational Items:

1. Clean-up Efforts:

The Board reviewed a report regarding the recent clean-up held by the Town of Pulaski.

2. Water System Security:

Staff advised the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 requires the PSA to conduct a vulnerability assessment and establish an emergency response plan pertaining to the security of the water system to the EPA. Further, the Board was advised that Ronnie Coake, County Engineer, would be working with the water treatment plan and water distribution staff in complying with these requirements. In addition, staff advised that informal approval had been received from the Virginia Department of Transportation to close off the road leading to the Water Treatment Plant.

3. Painting and Flushing Fire Hydrants:

Staff reported that the painting and flushing of fire hydrants by the water distribution staff had been completed. Further, a total of 506 fire hydrants had been color coded as follows: blue – over 2,000 gallons per minute; green – 1,000 to 1,999 gallons per minute; orange – over 500 to 999 gallons per minute; and red – less than 500 gallons per minute.

4. Personnel Changes

The Board reviewed recent personnel changes as reported by Nancy M. Burchett. In addition, staff advised the Board of Directors of disciplinary actions taken recently pertaining to several refuse employees due to absenteeism and unwillingness to work on specific routes.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
October 15, 2002

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. Water & Sewer Extensions Preliminary Engineering Reports
4. Collier Acres Sewer Extension with Commerce Park Development
5. Gateway Mobile Home Park Water & Sewer Extension Engineering
6. Water Hydrant Flushing

3. Approval of September 9, 2002 Minutes

On the motion of Mr. Baker, seconded by Mr. Vaughan, and carried, the PSA Board of Directors approved the minutes of the September 9, 2002 meeting.

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

4. Accounts Payable

On the motion of Mr. Baker, seconded by Mr. Vaughan and carried, the PSA Board of Directors approved the accounts payable listing for checks numbered 8725 through 8828, subject to audit.

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

5. Other Matters:

• Purchase of New Software for Utility Billing and Financial Management:

Staff advised of possible plans in the near future to purchase new software by the county for an integrated financial management package that would also include a new utility billing software package.

• Awarding of Bid for Refuse Department Cab & Chassis:

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors awarded the bid for the refuse department cab and chassis to low bidder, Goodpasture Motor in the amount of \$76,776.00.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
October 15, 2002

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

- Individual Development Program:

Staff reported to the Board of Directors on a new Individual Development Program grant that had recently been received by the county that will provide matching dollars to low-income individuals. Staff advised of plans to provide the information on this program to employees of the Public Service Authority.

6. Adjournment

There being no further business to discuss, the meeting was adjourned. The next regular meeting of the Pulaski County Public Service Authority Board of Directors was scheduled for Monday, November 18, 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, Jr., Chairman

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J. Mack Baker, Secretary