

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
March 10, 2003

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, March 10, 2003, 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.; Winston Snead; and Carl Mathes. Absent: J. Mack Baker. Staff members present included: County Administrator, Peter M. Huber; and Assistant County Administrator, Nancy M. Burchett.

1. Citizens Comments:

No citizen comments were heard at this time.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Mathes, seconded by Mr. Vaughan, and carried, the Board of Directors approved adjustments in the credit amount of \$8,567.16 per staff recommendation.

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

Voting no: none.

Absent: Mr. Baker.

2. Inmate Availability Report

Staff reported the inmate count for the month of February 2003 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 \$373,388.15 as of March 4, 2003.

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5. Work Order Count

Staff reported that there were 1 brush pick-up, 7 large items, 0 tires and 0 refrigerators requiring pick-up as of March 6, 2003.

b. Town of Dublin Sewer:

Peter Huber, County Administrator, reported that since the recent move of the PSA billing staff to the Town of Dublin Town Center, staff had discovered that the PSA had not been paying the Town of Dublin for several sewer customers located in the Fair Acres area of Dublin. Therefore, Mr. Huber had authorized payment to the Town of Dublin for this oversight.

On the motion of Mr. Vaughan, seconded by Mr. Mathes and carried, the Board of Directors ratified the above action of the County Administrator in authorizing PSA staff to pay the Town of Dublin as noted above.

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

c. Hidden Valley Water & Sewer:

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors approved individual water and sewer service to residential units of the Hidden Valley Campgrounds with the Association for the campground being responsible for the debt service payment to the PSA. Further, a 50% reduction in the cut on/off fee will be granted Hidden Valley Campground customers, provided the majority of the unit's water/sewer is turned on/off at the same time.

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

d. Eagleview Sewer Mutual Aid Agreements

Mr. Huber reported staff had been working with the Pulaski County Sewerage Authority on the Eagleview sewer since this service was in the Sewerage Authority's service area. Further, he advised the Sewerage Authority is reviewing options based on Mr. Summer's commitment to repay debt service costs should tenants not be able to do so. In addition, Mr. Huber reported the PSA will need to consider adopting a mutual aid

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agreement between the Sewerage Authority and the PSA for the maintenance of the pump stations should this project proceed.

e. Eagleview Mobile Home Park Sewer:

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors approved additional engineering costs for the above noted project in the amount of \$6,500 to \$7,500 pending execution of the debt service agreement between the owner of the mobile home park and the PSA Board of Directors.

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

f. Informational Items:

1. Personnel Changes:

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

2. Draper Aden Associates:

The Board reviewed copies of newsletters from the engineering firm of Draper Aden Associates.

3. White Pine Enterprises, Inc.:

The Board reviewed an update from Attorney Sam Campbell regarding the above delinquent garbage account.

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors approved the filing of a suit against White Pine Enterprises, Inc. in order to collect the delinquent amount owed to the PSA by White Pine Enterprises. Further, the Board approved discontinuing refuse service for White Pine Enterprises, Inc. effective immediately.

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

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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. 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 February 10, 2003 Minutes:

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors approved the minutes of the February 10, 2003 meeting.

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

Voting no: None.

Absent: Mr. Baker.

4. Accounts Payable:

On the motion of Mr. Vaughan, seconded by Mr. Mathes and carried, the Board of Directors approved the accounts payable listing for checks numbered 251 through 323, subject to audit.

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

Voting no: None.

Absent: Mr. Baker.

5. Other Matters:

- Personnel Matters – Grievance Panel:

Mr. Huber reported a recent personnel termination would be going to a grievance panel for a final determination.

- Personnel Matters - Authorization to Hire Assistant Sanitation Supervisor:

On the motion of Mr. Mathes, seconded by Mr. Snead and carried, the Board of Directors authorized staff to seek applicants for the position of Assistant Sanitation Supervisor by posting this position internally and

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placement with the Virginia Employment Commission Office for outside applicants.

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

Voting no: none.

Absent: Mr. Baker.

- Billings by the Town of Pulaski for Wurno Pump Station:

Staff reported that the Public Service Authority had not been billed by the Town of Pulaski for the shared costs of the Wurno Pump Station per the agreement with the Town of Pulaski. Further, he reported that future billing is anticipated by the Town of Pulaski.

- Franchise for Exclusive Refuse Service:

The Board requested that the County Attorney, Thomas J. McCarthy, Jr., review the legality of the Public Service Authority's franchise from the Board of Supervisors as it pertains to the PSA exclusively providing refuse service to county/commercial customers.

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, April 14, 2003 at 9:00 a.m. at the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

H. W. Huff, Jr., Chairman

Archa Vaughan, Vice-Chairman