

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

January 12, 2004

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, January 12, 2004 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., Vice Chairman; Winston Snead, Secretary; Carl Mathes and Doug Warren. Chairman H. W. Huff, Jr. was unable to attend the meeting. Staff members present included: County Administrator, Peter M. Huber; Assistant County Administrator Nancy M. Burchett; County Engineer, Ronnie Coake; and Executive Secretary, Gena Hanks. Mr. Shawn Utt of the New River Valley Planning District Commission was also present.

1. Citizen Comments:

There were no citizen comments.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On the motion of Mr. Mathes, seconded by Dr. Warren and carried, the Board of Directors approved adjustments in the amount of \$1,974.53.

Voting yes: Mr. Snead, Mr. Mathes, Dr. Warren,
Mr. Vaughan.

Voting no: none.

Not present: Mr. Huff.

2. Inmate Availability Report

Staff reported the inmate count for the month of December 2003 had been three inmates per day.

3. Balance Due & Lien Reports

The Board reviewed and accepted the balance due report as prepared by staff, a copy of which is filed with the records of this meeting.

4. Work Order Count

The following pickups were reported as pending: Pickups pending: 5 brush; 6 large; 1 tire(s); 2 refrigerator(s).

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5. Drop Site Totals

Staff reported the following drop site totals for the month of November:

Drop Site Total
For Month of November

Site	Trips	Tonnage
Dora Highway	29	51.37
Dublin	21	36.19
Fairlawn	10	14.88
Total	60	102.44

b. Joint Operations

Mr. Huber reported that Ron Nichols has assumed the duties previously performed by Doug Mayberry. The PSA Board requested county staff invite Mr. Nichols to attend the February 9, 2004 PSA meeting.

c. Front Loader Quote

Mr. Huber reported Ron Nichols is working on this matter and would be present at the February 9 PSA meeting to provide additional information.

d. Pepper's Ferry Agreement for Operation & Maintenance Services

Mr. Huber presented a draft agreement which would eliminate the requirement of a reserve account in the maintenance of the Pulaski 4A and 4B Pump Station and that only the Town of Pulaski put money into this reserve account, thus, the modification in this agreement will not have any financial impact on the PSA.

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board approved the agreement, subject to said approval having no financial impact on the PSA.

Voting yes: Mr. Vaughan, Mr. Snead, Mr. Mathes, Dr. Warren.

Voting no: none.

Not present: Mr. Huff.

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e. Informational Items:

1. YMCA Thrift Store

Mr. Huber advised staff continued to work the YMCA Thrift Store to confirm the size and configuration of a container needed at their Fairlawn facility.

2. Roll Off Container Rental

Mr. Huber advised he was waiting for a lease/purchase quote from Waste Management.

3. Personnel Changes

The Board reviewed a listing of recent personnel changes as provided by Ms. Burchett.

Mr. Huber provided the Board with a copy of Mr. Jerry Taylor's resignation letter, as well as a copy of a petition from the Refuse Department employees expressing support for the continued employment of Jerry Taylor as Assistant Sanitation Supervisor.

Dr. Warren requested an updated organization chart of the PSA Refuse Department, including the reorganization of the department to include Ron Nichols.

4. PSA Lien

Mr. Huber advised the Board that Attorney Sam Campbell had met with the PSA billing staff and reviewed the proper procedures for filing liens.

Mr. Mathews requested county staff provide paperwork to Judy Haynes of Fairlawn Bookkeeping, with a copy to be sent to Mr. Snead and Mr. Mathes for their information.

5. Central Water System Notes

The Board was provided with a detailed timetable for the Central Water System.

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- f. Current Authorized Projects & Items Under Review
1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
 2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (pending Rural Development funding)
 3. Painting Water Tanks

3. Approval of Minutes of December 8, 2003

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the minutes of the December 8, 2003 meeting.

Voting yes: Mr. Vaughan, Mr. Snead, Mr. Mathes, Dr. Warren.

Voting no: none.

Not present: Mr. Huff.

4. Accounts Payable

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board approved accounts payable as provided on checks numbered 1445 through 1500, subject to audit.

Voting yes: Mr. Vaughan, Mr. Snead, Mr. Mathes, Dr. Warren.

Voting no: none.

Not present: Mr. Huff.

5. Other Matters

Mr. Huber advised of an accident by a PSA truck driver which occurred on Friday, January 9 as a result of slipping on ice while exiting the PSA trash truck.

Mr. Huber advised of an engineering error resulting in a \$15,000 increase in the cost of this project and that while the error was the responsibility of the developer but that the proposed design was approved by the county. Details are described further in a memo filed with the records of this meeting.

The Board and staff discussed the future need of providing some level of verification for private sewer package plants with the PSA serving as a billing conduit.

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6. Adjournment

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the meeting was adjourned. The next regular meeting of the Pulaski County Public Service Authority Board of Directors was scheduled for Monday, February 9, 2004 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

Winston Snead, Secretary