

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

May 10, 2004

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, May 10, 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: H. W. Huff, Jr., Chairman; Archa Vaughan, Jr., Vice Chairman; Winston Snead, Secretary; Carl Mathes and Doug Warren. Staff members present were: County Administrator, Peter M. Huber; Assistant County Administrator Nancy M. Burchett; H. Ronnie Coake, County Engineer; Ronnie Nichols, Director of Fleet Maintenance and Operations; and Executive Secretary, Gena Hanks.

1. Citizen Comments

Mr. Jim Whited reported progress being made on water and sewer service to Polyester Mobile Home Park.

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On the motion of Mr. Vaughan, seconded by Mr. Mathes and carried, the Board of Directors approved the adjustments in the amount of \$30,801.80 cr.

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

Voting no: none.

2. Inmate Availability Report

Staff reported the inmate count for the month of April 2004 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: 27 brush; 19 large; 1 tire(s); 2 refrigerator(s).

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5. Drop Site Totals & Landfill Tonnage - April

No report was given for the month of April.

b. Agreements with Mobile Home Park Owners

The Board was provided with a draft agreement with Jim Whited for installation of sewer and water service in the Polyester Mobile Home Park. Staff noted similar agreements would be utilized for the Lee Highway, Tiny Town, Mabry Court and Eagleview parks, pending review by the county attorney.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the draft agreement, subject to review by the county attorney for clarification on wording under the section "Lien of Property", specifically as it relates to property owner responsibilities.

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

Voting no: none.

c. Subdivision Sewer:

1. Rate Resolution

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the following rate resolution in which the PSA agrees to establish a sewer service rate of \$20 per month minimum and non-user rate plus \$3.50 per thousand gallons for water used, subject to a public hearing to be scheduled for the August 9, 2004 PSA meeting.

RATE RESOLUTION

WHEREAS, the Pulaski County Public Service Authority was formed as a political subdivision to exercise public and essential governmental functions to provide for the public health and welfare of the citizens of Pulaski County; and

WHEREAS, it has operated and maintained water systems, sewer systems and refuse and disposal systems within Pulaski County; and

WHEREAS, the County has been awarded funding from the USDA Rural Development Agency for the construction of the

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Dublin Area Sewer Project that includes the following subdivisions: Orchard Hills subdivision, Vista subdivision, and Rolling Hills subdivision;

NOW BE IT RESOLVED, the Pulaski County Public Service Authority agree to set the following rates for the above mentioned project:

Sewer Rates:
\$20.00 base rate
\$ 3.50 per 1000 gallons

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

Voting no: none.

2. Management and Operation Agreement for Dublin Area Sewer

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the Management and Operation Agreement for the Dublin Area Sewer, subject to confirmation by the county attorney that the county may guarantee payment of bonds without a bond referendum or adverse impact on bond ratings.

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

Voting no: none.

3. Engineering Agreements with Draper Aden & Anderson & Associates

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the engineering agreements with Draper Aden Associates and Anderson and Associates for work related to the Subdivision Sewer project.

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

Voting no: none.

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d. Bell Property Sewer Service

Mr. Coake reported estimates to the Bell property as part of the construction of sewer service to the Lee Highway Mobile Home Park to be a total of \$72,000 based on the following:

- Additional pipe cost for the 8" force main will be approximately \$17,000 more than the 4";
- Additional cost for the 320 gpm pump station should be no more than \$5,000;
- Additional cost of 45,000 to 50,000 for borings under Route 11; and
- The pump supplied also indicated we may actually have a decrease in operational cost with the larger pumps due to less head loss in the larger force mains.

It was the consensus of the Board that the PSA pay for these additional items with the intent of recovering this additional cost in future connection fees and/or through rural Rural Development funding.

e. Informational Items:

1. Polyester Park Water and Sewer Plans

The Board reviewed a memo from Mr. Coake to Bryant Altizer providing comments regarding the water and sewer easement plat.

2. Memo to Employees Re: Private Business Conduct

The Board reviewed a memo sent to PSA and county employees regarding the conduct of private business on county time.

3. Accident Claim Response

The Board reviewed a letter denying coverage by James Slusher's insurance company for an accident in which he ran into the back of a garbage truck stopped on Rt. 11. Staff reported the insurance companies of both PSA and the owner of the damaged vehicle are denying the claim.

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4. Refinancing Credit Summary

The Board reviewed in detail a credit summary put together by the Virginia Resource Authority as part of the refinancing. Staff reported the summary provides an excellent compilation of information regarding Authority operations and the county in general.

5. Personnel Changes

The Board reviewed a listing of recent personnel changes.

6. Water Tank Painting Bids

Mr. Coake reported receipt of two bids for the painting of the tanks and that staff continues to review this matter.

7. Meter Tampering

The Board approved scheduling a public hearing at the PSA's August 9, 2004 meeting to implement a \$100 fee for reinstallation of the meter, along with prosecution for meter tampering.

8. Sewer Line Through the New River Valley Speedway

Mr. Coake reported staff had met with Speedway representatives to discuss options for providing the PSA and/or the Commerce Park Participation Committee with viable alternatives for future installation of sewer service through this development.

9. Highland Park Sewer Service

Mr. Huber reported county staff had been working with the Planning District Commission staff to conduct an income survey as the next step in obtaining a favorable loan/grant ratio for the installation of sewer service in the Highland Park. Staff will provide an update at the next meeting.

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10. Heron's Landing Streetlights

Mr. Huber reported he had met with Larry Maust of the homeowners association and reported plans to compare the cost of stand alone service without PSA involvement.

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 (engineering underway)
3. Painting Water Tanks

3. Approval of Minutes of April 12, 2004

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the minutes of the April 12, 2004 meeting as presented.

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

Voting no: none.

4. Accounts Payable

On a motion by Mr. Mathes, seconded by Mr. Vaughan and carried, the Board approved the accounts payable as presented on checks numbered 2004 through 2079, subject to audit.

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

Voting no: none.

5. Other Matters

Mr. Huber introduced Joe Levine, Executive Director of the New River Resource Authority (NRRA). Mr. Levine reported concerns by the NRRA regarding the lack of a tracking system for residents taking items to the landfill at the PSA's cost and discussed the possibility of setting up drop sites to be operated by NRRA. It was agreed that all forced property clean-ups would use the disposal permit system as a way to establish a limit to the amount of material taken to the landfill and paid for by the PSA.

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7. Adjournment

The Board, by consensus, adjourned its meeting. The next regular meeting of the Pulaski County Public Service Authority Board of Directors was scheduled for Monday, June 14, 2004 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

Winston Snead, Secretary