

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
September 13, 2004

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, September 13, 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; Winston Snead, Secretary; Carl Mathes, Doug Warren and Archa Vaughan, Jr. Staff members present were: County Administrator, Peter M. Huber; Assistant County Administrator, Nancy M. Burchett; H. Ronnie Coake, County Engineer; and Executive Secretary, Gena Hanks. Also present was Mr. Shawn Utt of the New River Valley Planning District Commission.

1. Mechanical Trash Can Loader Demonstration

Staff advised of plans to arrange for installation of a test unit on a relatively new existing PSA truck with residential stops.

2. Citizen Comments

Mr. Jim Whited expressed concern over unresolved issues related to sewer to Polyester Mobile Home Park. Staff explained some delays were due to Rural Development requirements. The Board directed staff to follow-up on ductile iron piping vs. PVC waterline issue.

Mr. John Kelly, partner in the development of Stone Ridge Subdivision, expressed concern over the PSA having two separate policies regarding supplying of water meters, specifically his company having to purchase the meters, the PSA requirement over use of a certain brand of meter boxes, costs related to the PSA requirement for installing pressure reducing valves, and lack of response from PSA staff over releasing of bond.

The Board directed staff to provide a recommendation regarding a standardized fee for all developers, as well as a recommendation regarding the need for a higher connection fee. The Board further directed staff to follow-up with Mr. Kelly regarding the bond issue.

3. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On the motion of Mr. Mathes, seconded by Mr. Vaughan and carried, the Board of Directors approved customer credit adjustments in the amount of \$836.13cr.

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

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Voting no: none.

2. Inmate Availability Report

Staff reported the inmate count for August, 2004 had averaged three inmates per day.

3. Balance Due & Lien Report

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: 16 brush; 25 large; 0 tire(s); 4 refrigerator(s).

5. Drop Site Total & County Landfill Tonnage

Staff presented the following reports:

**DROP SITE TOTAL
FOR THE MONTH OF AUGUST**

Site	Trips	Tonnage
Dora Highway	49	105.17
Dublin	41	96.29
Fairlawn	19	34.56
Total	109	236.02

County Landfill Tonnage

(county customers & Refuse Department Haulers)
(for the Month of August)

Misc Debris(tons)	Appliances	Tires	Brush(tons)
512.22	76	614	95.76

b. Action Items:

1. Morehead Lane Sewer Service

Staff reported the developer had dropped the request due to an increase in the cost of the land. Mr. Huber recommended setting a \$2,000 surcharge per connection, decreasing by \$500 per year in locations

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where a developer has invested in trunk lines or other support infrastructure such as a sewer pump station or water tank. The Board requested staff contact other local governments to determine their current policies in relation to this matter and provide an update at the October PSA meeting.

2. Fees for Water & Sewer Connections

Staff reported on the variation in the cost of sewerage mobile home parks, the Dublin area subdivisions, and Highland Park. The Board directed staff to place on the October agenda advertisement of public hearing on two different rates.

3. Agreement Between Virginia's First, PSA, Pulaski County, HASH Investments, LLC & DRL Group, LLC

Staff presented the most recent agreement for review by the PSA Board. The Board requested staff to review the change to the agreement allowing the PSA to put up 50% of costs, as long as the PSA furnishes all water. The Board further directed staff to negotiate with Mr. David Hagan of Motor Mile Speedway and provide an update at the October PSA meeting.

4. Water Tank Painting Change Order

The Board approved change order number three in the amount of \$2,721.00 for repairs to the water tanks in Dublin and Shiloh.

c. Informational Items:

1. PSA Accounts

Staff reported finding 2,067 potential customers on Pulaski County tax maps that may not have a PSA account. Further, staff clarified that it had picked up approximately 100 customers as a result of sending out 400 letters to addresses without a specific match between improved property and a PSA billing.

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2. Rural Development Audit Program

Mr. Huber presented correspondence from the Travis Jackson, Director of the USDA Rural Development, requesting the PSA amend the June 30, 2003 financial report with an auditor approved corrective action plan to resolve the deficiencies in the Authority's financial records. The Board authorized staff to send a letter describing the response to audit findings by the September 20 deadline.

3. NRRA Disposal Fees & Further Clarification on Customer Paying Tipping Fee at NRRA

Mr. Huber recommended the continuation of the current requirement for a PSA bill, disposal permit and matching identification prior to PSA payment for refuse disposed of at the landfill. The Board approved continuation with the current requirements.

4. Reminder Re: October Meeting Date Rescheduling

Mr. Huber reminded the Board of the rescheduling of the October PSA meeting to Tuesday, October 12, due to the regular October 11 meeting falling on the Columbus Day Holiday.

d. 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

4. Approval of Minutes of August 9, 2004

On a motion by Mr. Snead, seconded by Mr. Mathes and carried, the Board approved the minutes of August 9, 2004.

Voting yes: Mr. Huff, Mr. Snead, Mr. Mathes, Dr. Warren, Mr. Vaughan.
Voting no: none.

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5. 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 2530 through 2598, subject to audit.

Voting yes: Mr. Huff, Mr. Snead, Mr. Mathes, Dr. Warren, Mr. Vaughan.
Voting no: none.

6. Other Matters

There were no other matters presented at this time.

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 Tuesday, October 12, 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