

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

November 8, 2004

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, November 8, 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; and Executive Secretary, Gena Hanks. Also present were: Richard Chumbley, PSA Water Maintenance Director; Ronnie Nichols, Director of Fleet Maintenance and Operations; and Mr. Shawn Utt of the New River Valley Planning District Commission

1. Citizen Comments

Mr. Stan Moran presented an update regarding the status of the water tank proposed for the Draper Golf Course.

Mr. Jim Whited asked for an update on the mobile home park funding. Staff provided details regarding the Rural Development policy, specifically not allowing the type of pipe to be specified in projects funded by Rural Development.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board directed staff to work with Mr. Whited to seek funding alternatives, possibly through the Health Department or by making application through the Virginia Resources Authority.

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

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 customer credit adjustments in the amount of \$11,995.02cr.

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

Voting no: none.

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2. Inmate Availability Report

Staff reported the inmate count for October 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: 9 brush; 21 large; 2 tire(s); 3 refrigerator(s).

5. Drop Site Total

Staff provided the following drop site totals for the month of October:

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

Site	Trips	Tonnage
Dora Highway	79	97.63
Dublin	27	60.84
Fairlawn	16	25.64
Total	122	184.11

b. Action Items:

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

Mr. Huber advised of no additional information to report at this time; however, this item would be added to the December Board agenda for any further update at that time.

2. Alliant Tech Water Contract

Mr. Huber advised renewal of the contract with Alliant Tech was recommended.

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On a motion of Mr. Mathes, seconded by Dr. Warren and carried, the Board approved renewal of the existing five-year water purchase contractor for an additional five-year period, based on continuation of the existing \$1.15 per 1,000 gallon rate.

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

Voting no: none.

3. Purchase of 13 Roll-Off Containers

Mr. Huber advised notice had been given to the PSA by Waste Management requesting a return of 13 containers currently being rented from the company at a cost of approximately \$11,000 per year. Mr. Huber recommended purchase of the units.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the purchase of 13 roll-off containers, based on a return on the investment within five years and an unexpected 10-year life of the containers.

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

Voting no: none.

4. Compactor Unit Usage by Imperial Group

Mr. Huber provided details confirming the costs associated with the installation, rental and servicing of a 39-yard compactor unit similar to the unit currently in use by Imperial.

On a motion by Mr. Mathes, seconded by Mr. Vaughan and carried, the Board authorized installation, rental and servicing of a 39-yard compactor unit by Imperial.

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

Voting no: none.

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5. Seasonal Garbage Rates

Mr. Huber requested consideration to the establishment of a fixed fee for seasonal refuse services. Currently, residents must call to request service at the beginning of the summer and subsequently terminate service at the end of the summer. A flat \$60 annual fee billed in June would simplify matters for both the staff and the public. The proposed rate is based on \$13 per month charge for five months and with a \$5 discount to account for the one time billing as well as part-week residency typical of most seasonal residences. Persons making use of this rate would be required to sign a certification that the residence is not used more than 5 months per year and agreeing to make electric bills and other documentation available should it become necessary.

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board scheduling of a public hearing to consider the establishment of a fixed rate for seasonal refuse services.

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

Voting no: none.

6. Landfill Disposal Permits

Mr. Huber provided the Board with correspondence from Mr. Joe Levine clarifying issues discussed regarding issuance of waste disposal permits.

7. Landfill Acceptance Policy

Mr. Huber recommended relaxing the current policy of requiring a driver's license and paid PSA bill prior to accepting charges for landfill services.

The county attorney was authorized to draft an appropriate form for citizens to fill out explaining reasons for the inability to provide a driver's license and/or paid PSA bill.

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8. Ductile Iron Pipe Issue

This matter was previously discussed.

c. Informational Items:

1. Article re: Automatic Loading Garbage Trucks

The Board reviewed an article which appeared in the Johnson City Press newspaper regarding the positive employee feedback concerning the use of the automatic-loading garbage truck in Johnson City, Tennessee.

2. Force Main Replacement Details

The Board was provided details of a force main replacement, as described in an e-mail from Pepper's Ferry Executive Director Clarke Wallcraft.

3. Request for Sewer – (Colonial Drive, Birch Lane & Panaroma Way Subdivisions)

The Board was provided with a letter and petition from Mr. & Mrs. Roy Hubbard requesting sewer service to their subdivision which includes Colonial Drive, Birch Lane, and Panaroma Way.

Staff was directed to arrange for community meetings after the first of the year.

4. Pepper's Ferry Pretreatment Sampling Inspection

Mr. Huber reported receipt of two invoices from Pepper's Ferry for pretreatment sampling inspection for Imperial Fabricating and Volvo totaling \$1,133.91.

The Board ratified approval to pay these invoices and then charge them back to Imperial and Volvo.

5. Reconciliation of Improved Properties with PSA Refuse Billing

Mr. Huber reported that John Spangler had been matching PSA bills with improved properties and where a

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match cannot be found, a letter was sent asking for confirmation by residents as to payment of a PSA garbage bill. The Board concurred with the sending of the letter to residents, as appropriate.

6. Annual Water Settlement Calculations

The Board reviewed detailed annual water settlement calculations for the Towns of Dublin and Pulaski, as copy of which is filed with the records of this meeting.

7. Front Load Garbage Truck

Mr. Huber reported the new garbage truck had been picked-up from the Heil factory in Fort Payne, Alabama, and had been sent to the Roanoke dealer for final preparation, with delivery and distribution of the new front load dumpsters expected within the next two weeks.

8. Financial Summary

Mr. Huber reported over the past 12 months, the low point in the PSA cash balance was \$1,954,212.10, excluding restricted cash in the amount of \$147,625. This unrestricted balance is being reduced by \$292,049 to \$1,662,162 as a result of the purchase of the front load garbage truck (\$153,544), 84 front load dumpsters (\$52,920), original plans to purchase 10 roll-off containers (\$35,586) and the need to purchase up to 13 additional roll off containers (\$50,000) following the recent notice from Waste Management.

9. Fuel Costs

Mr. Huber reported the PSA currently charges \$60 to transport roll-off containers to the landfill and \$28 for emptying dumpsters. Mr. Huber suggested the Board consider increasing hauling fees for both types of containers, considering the increasing cost of fuel.

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10. Personnel Issue

Mr. Huber provided the Board with correspondence related to an employee issue, a copy of which is filed with the records of this meeting.

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 October 12, 2004

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the minutes of October 12, 2004.

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

5. Accounts Payable

On a motion by Mr. Vaughan, seconded by Mr. Mathes and carried, the Board approved the accounts payable as presented on checks numbered 2775 through 2835, subject to audit.

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

6. Other Matters

Mr. Huber provided the Board with details regarding a breakdown in the Town of Pulaski raw water system.

Mr. Huber provided a spreadsheet and further details regarding a comparison of connection fees of other localities. The Board directed staff to contact other localities to obtain connection fees for developers.

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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, December 13, 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