

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
January 10, 2005

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, January 10, 2005 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; County Engineer, H. Ronnie Coake; and Director of Fleet Maintenance and Operations, Ronnie Nichols. Also present was Mr. Shawn Utt of the New River Valley Planning District Commission and Mr. Jim Whited, owner, Polyester Park.

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 Mr. Vaughan and carried, the Board of Directors approved customer credit adjustments in the amount of \$14,813.25.

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

Voting no: none.

2. Inmate Availability Report

Staff reported the inmate count for December 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.

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4. Work Order Count

The following pickups were reported as pending:
Pickups pending: 3 brush; 6 large; 0 tire(s); 1 refrigerator(s).

5. Drop Site Total

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

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

Site	Trips	Tonnage
Dora Highway	34	64.71
Dublin	26	46.96
Fairlawn	05	23.21
Total	65	134.88

Mr. Huber reported the PSA would no longer use private contractors to transfer trash to the landfill, but rather the transfer will be accomplished by PSA staff.

b. Action Items:

1. Expiration of Terms of Board Members

Mr. Huber reported the terms of all PSA Board members, except for Mr. Snead, expire on January 31, 2005 and that the Board of Supervisors wanted to confirm PSA Board members' willingness to be reappointed. By consensus, Board members expressed a desire to be reappointed to the PSA Board of Directors.

2. Polyester Park Water Service

Mr. Utt advised he had met with Health Department officials regarding the project and believes the existing rates previously approved will be adequate to cover the debt and expects the project to start in the spring of 2005.

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Mr. Huber presented a letter from Congressman Rick Boucher expressing concerns regarding the funding. Mr. Huber suggested the PSA Board consider allowing the mobile home park owner to maintain the lines.

Mr. Whited presented a letter with general comments regarding the project.

Mr. Huber clarified that Rural Development funds will not be lost and can be used to make connection to the Town of Pulaski as a means of supplying water, if the PSA Water Treatment Plant has an emergency and cannot supply water. He advised of plans to meet with Congressman Boucher regarding this matter.

3. 2005 PSA Meeting Schedule

Mr. Huber reported the October PSA meeting conflicts with the Columbus Day holiday and requested the Board move the October meeting to Tuesday, October 11. In addition, the November PSA meeting conflicts with the Virginia Association of Counties Annual meeting which he will be attending; however, Ms. Burchett has been asked to staff the meeting. By consensus, the Board approved rescheduling the October 2005 meeting to Tuesday, October 11 and Ms. Burchett staffing the November 2005 meeting in Mr. Huber's absence.

c. Informational Items:

1. Billing Schedule

Mr. Huber requested consideration by the PSA Board as to whether the PSA could, or would want to, extend the period for paying the bills to reduce the number of cut-offs and allow the public more time to return their payments to the PSA. Ms. Burchett also reviewed with the Board a timeline of the billing process prepared by staff. Further, Ms. Burchett reported the PSA billing staff had recommended no changes to the PSA billing schedule at this time.

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Per the recommendation of the PSA billing staff, the Board made no changes to the current billing schedule.

2. Status Report on Front Load Dumpster

Mr. Nichols reported the first run on the dumpster had taken place and was going well.

d. Current Authorized Projects & Items Under Review:

The Board reviewed the following currently authorized projects:

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. Closed Meeting – 2.2-3711.A.1

It was moved by Dr. Snead, seconded by Mr. Mathes and carried, that the Board of Directors enter closed session for discussion of the following:

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

▪ Employee Issue

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

Voting no: none.

Return to Regular Session

On a motion by Dr. Warren, seconded by Mr. Vaughan and carried, the Board returned to regular session.

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

Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board of Directors adopted the following resolution certifying conformance with the Virginia Freedom of Information Act.

WHEREAS, the Board of Directors of the Pulaski County Public Service Authority has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Board of Directors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Pulaski County Public Service Authority Board of Directors of Pulaski County, Virginia hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Board of Directors.

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

Voting no: none.

4. Approval of Minutes of December 13, 2004

On a motion by Mr. Mathes, seconded by Mr. Vaughan and carried, the Board approved the minutes of December 13, 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. Snead and carried, the Board approved the accounts payable as presented on checks numbered 3005 through 3065, 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 discussed 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 Monday, February 14, 2005 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