

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
April 11, 2005

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, April 11, 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: Winston Snead, Secretary; Carl Mathes, and Doug Warren. Board members absent included H. W. Huff, Jr., Chairman; and Archa Vaughan, Vice Chairman. Staff members present were: County Administrator, Peter M. Huber; Assistant County Administrator, Nancy M. Burchett; County Engineer, H. Ronnie Coake; and Executive Secretary, Gena T. Hanks. Also present was Mr. Shawn Utt of the New River Valley Planning District Commission.

Election of Temporary Chairman

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board elected Doug Warren as temporary chairman for the purpose of conducting business at the April 11, 2005 PSA Board meeting.

Voting yes: Mr. Mathes, Mr. Snead, Dr. Warren.  
Voting no: none.  
Not present: Mr. Huff, Mr. Vaughan.

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. Snead and carried, the Board of Directors approved customer credit adjustments in the amount of \$6,294.64 cr.

Voting yes: Mr. Snead, Mr. Mathes, Dr. Warren.  
Voting no: none.  
Not present: Mr. Huff, Mr. Vaughan.

2. Inmate Availability Report

Staff reported the inmate count for March 2005 had averaged three inmates per day.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

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: 20 brush; 12 large; 0 tire(s); 4 refrigerator(s).

5. Drop Site Total

Staff advised there was no drop site report for the month of March, 2005.

b. Action Items:

1. Dublin Water Tank Cellular Phone Antenna

Mr. Coake reported negotiations had been ongoing with U. S. Cellular for use of space on the Dublin Water Tank for a total of six antennas, with the antennas to be attached to the existing railing and approximately six feet tall and six inches in diameter.

Mr. Brad Base of U. S. Cellular described in detail the proposed lease agreement and answered questions posed by the PSA Board and staff.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the draft lease agreement, subject to removal of item number 20 and other minor modifications, and subject to review and approval by County Attorney Thomas J. McCarthy, Jr.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

2. Establishment of Regional Drop Sites

Mr. Huber described ongoing work with the New River Resource Authority on the possible standardization

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

and regional operation of drop sites throughout the New River Valley, with financing of the drop centers to be accomplished through a surcharge on the tipping fee in a similar manner to the funding of the existing PSA drop centers by the PSA.

By consensus, the Board concurred with the staff recommendation of endorsement of standardization and regional operation of drop sites throughout the New River Valley.

3. Health Insurance Program

Mr. Huber described three health insurance options, specifically the way in which costs would be shared with PSA employees. Adoption of the plan was recommended by staff.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the staff recommendation of the three health insurance options as presented, a copy of which is filed with the records of this meeting.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

4. Dumpster Donations

Mr. Huber reported two dumpsters, no longer in use following PSA use of the front load system, had been donated to the Town of Dublin.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board ratified action for the donation of two dumpsters to Town of Dublin.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

5. Mutual Aid Agreement

Mr. Huber presented a copy of a mutual aid agreement which had been adopted by the Board of Supervisors for consideration in working with adjacent localities and requested the PSA Board adopt the draft agreement, since the agreement includes assistance with public works including water, sewer, and refuse collection.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved a mutual aid agreement, a copy of which is filed with the records of this meeting.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

6. Cell Phone Agreement

Mr. Huber advised the PSA had been using NEXTEL for over a year without a written usage agreement and recommended the Board approve entering into a one year agreement with NEXTEL based on a reduction in cost.

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved signing a one year contract with NEXTEL.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

c. Informational Items:

1. HB 2168 – Additional Requirements

Mr. Huber reported a summary of House Bill 2168 bill adding requirements to the procedures localities must follow before displacing private companies providing garbage, trash, or refuse collection services.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

2. PSA Pipe Standards

Mr. Huber reported the commissioning of Draper Aden Associates to provide a comparative study of the pipe standards.

3. Office Space

Mr. Huber reported plans to expand the PSA offices in the Dublin Town Center over the next nine months, by moving an existing Recreation staff member currently using an upstairs office in the Dublin Town Center to the ground floor of the Visitor Center after its renovation.

4. FY 06 Budget (Draft)

Mr. Huber provided a draft of the FY 06 budget and reported there was no proposed rate increase and the budget had been balanced with a contingency. The Board requested staff place review of the PSA budget on the May 9 PSA agenda.

5. Personnel Changes

The Board reviewed recent personnel changes.

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 Session – 2.2-3711.A.1

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

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

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. Snead, Mr. Mathes, Dr. Warren.

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

Return to Regular Session

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board returned to regular session.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Mr. Mathes, seconded by Mr. Snead 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.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

April 11, 2005

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

4. Approval of Minutes of March 14, 2005

On a motion by Mr. Mathes, seconded by Mr. Snead and carried, the Board approved the minutes of March 14, 2005.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

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 3423 through 3487, subject to audit.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

6. Other Matters

There were no other matters discussed by the Board.

6. Adjournment

On a motion by Mr. Snead, seconded by Mr. Mathes and carried, the Board adjourned its meeting. The next regular meeting of the Pulaski County Public Service Authority Board of Directors was scheduled for Monday, May 9, 2005 at 9:00 a.m. at the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia.

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

Voting no: none.

Not present: Mr. Huff, Mr. Vaughan.

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Doug Warren, Temporary Chairman

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Winston Snead, Secretary