

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
October 11, 2005

At a regular meeting of the Pulaski County Public Service Authority Board of Directors held on Monday, October 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: H. W. Huff, Jr., Chairman; Winston Snead, Secretary; Carl Mathes; and Hollis Loyd, Alternate. Board members Doug Warren and Archa Vaughan were unable to attend the meeting. Staff members present were: County Administrator, Peter M. Huber; Assistant County Administrator, Nancy M. Burchett; Ronnie Coake, County Engineer; and Executive Secretary, Gena T. Hanks.

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. Loyd and carried, the Board of Directors approved customer credit adjustments in the amount of \$3,854.09 cr.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

2. Inmate Availability Report

Staff reported the inmate count for September 2005 averaged two 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: 2 brush; 4 large; 0 tire(s); 2 refrigerator(s).

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5. Drop Site Total

There was no drop site total or landfill tonnage report for the month of September.

b. Action Items:

1. Water Authority Update

Mr. Huber reported localities had been asked to decide if they would like to be a part of a regional water authority by February 1, 2006 and advised Dave Rundgren plans to visit surrounding localities to discuss this opportunity. In addition, consideration is being given to meeting with the two councils, PSA and Board of Supervisors so a presentation can be made to all at one time. Mr. Huber provided specific details regarding the proposed water authority and confirmed the deadline for a decision by the PSA to be February 1, 2006.

Mr. Huff confirmed the PSA would continue to set rates, should the PSA join the water authority. Further, Mr. Huff requested county staff establish the criteria for PSA participation and provide an update at the November 14 PSA meeting.

2. Fairlawn Service Center Charges

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved payment of \$3,291.02 in charges by the Fairlawn Bookkeeping Services for monthly collections by the Fairlawn Bookkeeping Services, adjusting the monthly collection fee to \$350 per month and paying \$50 per month for distribution of brochures and materials.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

3. Bid Acceptance for Garbage Truck

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board ratified the bid awards for the purchase of the Pak-Mor brand body at a cost of \$1,200 more than the lower E-Z Pack based on the use of stronger metal, better hydraulic system

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and standardization with existing truck fleet, and agreed with installation of integral can flipper.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

4. Refuse Collection Rates

Staff reported in reviewing anticipated fuel costs, it appears that the PSA will be spending an additional \$120,332 based on an assumed untaxed average price of \$2.10 for gas and \$2.30 for diesel fuel. Most recently, the PSA paid \$2.345 for mid-grade gas (September 23) and \$2.2345 for diesel (September 7) and that it is clear that fuel costs will exceed budget projections substantially and that most of this added cost will be in the Refuse Department where a \$128,089 deficit was already budgeted. Mr. Huber recommended consideration to increasing residential disposal rates by \$2 from \$13 to \$15 per month per household, noting this recommendation is very conservative since every dollar in rate increase results in slightly under \$85,000.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved advertising for an increase in refuse collection rates of up to \$3.00 per month from \$13 to \$16 per month, with said public hearing to be held at the January 2006 PSA meeting.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

Staff was requested to provide figures as to revenue per dollar increase in rates and place and update on this matter on the November 14, 2005 PSA agenda.

5. VML/VACO AEP Steering Committee Assessment

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved payment of an invoice for a contribution of \$1,140 by the PSA.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

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6. Norfolk & Southern Railway Easements

Mr. Huber and Mr. Coake reported receipt of information from Norfolk and Southern Railway offering to allow the PSA to make one time payments to Norfolk and Southern instead of our annual payments for easement crossings.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board authorized payment for option number two (12 year, no interest payback).

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

7. Alliant Techsystems Inc. Water Supply Supplemental Agreement

Staff presented a draft of the supplemental agreement and recommended approval.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board authorized executing the contract between Alliant Techsystems, Inc. and the PSA.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

8. Water Tank Fencing Bids

Mr. Huber reported acceptance of a bid from Powers Fence Company for fencing the Corporate Center and Morgan's Cut water tanks, with the \$16,240 cost to be paid for through a homeland security grant as obtained by Willie Richardson, Emergency Management Coordinator

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the Board accepted the bid from Powers Fence Company for fencing the Corporate Center and Morgan's Cut water tanks at a cost of \$16,240.

Voting yes: Mr. Snead, Mr. Mathes, Mr. Loyd, Mr. Huff.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

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9. Water Connection and Fire Protection Policies

Mr. Coake recommended consideration by the PSA Board to the establishment of policies, a copy of which is enclosed with the records of this meeting, regarding system improvement and/or fees in situations where system improvements are needed in order to provide fire protection. The Board directed staff to review the proposed policies and provides updates to the Board as appropriate.

c. Informational Items:

1. Draper Valley Water Tank Progress Report

Staff provided the Board with a copy of the latest Progress Report on the Draper Valley Storage Facility.

2. Roll-off Rates

Staff provided the Board with a copy of the advertisement of the \$95 proposed roll-off rate, for which a public hearing is scheduled at the December 12, 2005 PSA meeting.

3. Personnel Issues & Changes

The Board reviewed recent personnel changes. Mr. Huber advised of an ongoing issue with PSA employees who have utilized all available sick and vacation time and whose pay has been docked at least two months. Further, plans include issuance of final warnings for those who continue to take time off without either a doctor's excuse or 24-hour prior approval by their supervisor for vacation time off. The Board concurred with this action.

4. Executive Director's Evaluation

Mr. Huber advised of the annual evaluation to be conducted by the Board of Supervisors prior to the October 24 Board of Supervisors meeting and encouraged feedback from the PSA Board.

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5. Lien Status Report

Staff reports indicate there were 47 customer liens with a total of \$45,343.58 that was paid from July 2004 through August 2005.

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. Approval of Minutes of September 12, 2005

On a motion by Mr. Snead, seconded by Mr. Mathes and carried, the Board approved the minutes of September 12, 2005, as presented.

Voting yes: Mr. Huff, Mr. Snead, Mr. Mathes, Mr. Loyd.

Voting no: none.

Not present: Mr. Vaughan, Dr. Warren.

4. Accounts Payable

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the accounts payable as presented on checks numbered 4199 through 4263, subject to audit.

Voting yes: Mr. Huff, Mr. Snead, Mr. Mathes, Mr. Loyd.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

5. Other Matters

a. Joint Operations & County Fleet

Mr. Huber presented information on the joint services for the Operations and County Fleet, including a flow chart and an outline detailing the joint services. Mr. Huff requested this matter be placed on the November PSA agenda for approval.

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b. Planning District Commission Services

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved engaging the services of the Planning District Commission in obtaining the Dublin subdivision sewer easements.

Voting yes: Mr. Huff, Mr. Snead, Mr. Mathes, Mr. Loyd.

Voting no: none.

Not present: Mr. Vaughan & Dr. Warren.

c. NAACP Legal Redress Committee

Mr. Huber presented a copy of a letter received from the NAACP regarding complaints received against the PSA administration. Mr. Huber advised he planned to schedule a meeting with the Chair of the NAACP, to also be attended by a member of the PSA Board, Board of Supervisors Chairman Joe Sheffey and himself.

6. Adjournment

By consensus, the PSA Board adjourned its meeting. The next regular meeting of the Pulaski County Public Service Authority Board of Directors is scheduled for Monday, November 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