

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES  
May 8, 2006

At a regular meeting of the Public Service Authority Board of Directors held on Monday, May 8, 2006 at 9:00 a.m. in the Middle Conference Room of the County Administration Building Board Room, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: H. W. Huff, Jr., Chairman; Carl Mathes; and Hollis Loyd, Alternate. Board member Archa Vaughan was unable to attend the meeting as was Winston Snead and Doug Warren. Staff members present included: Peter M. Huber, County Administrator; Nancy M. Burchett, Assistant County Administrator; Ron Nichols, PSA Refuse Supervisor and Tammy Safewright, Secretary. Also present was Patrick Hughes of the New River Valley Planning District Commission.

1. Public Hearing-Revision of a Schedule of Rates, Fees & Charges for Meter Tampering Fees Services

The public hearing was called to order. Public comments were requested. No public comments were heard and the hearing was closed.

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the PSA established a fee of \$100 per incident for tampering with a water meter.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

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 \$1,628.73cr.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

2. Inmate Availability Report

Staff reported the inmate count for March 2006 averaged two inmates per day.

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3. Balance Due & Lien Report

The Board reviewed the balance due and lien report as prepared by staff, a copy of which is filed with the records of this meeting. Mr. Loyd questioned how these were charged and suggested a breakdown of the totals be provided for future meetings.

4. Work Order Count

The following pickups were reported as pending: Pickups pending: 29 brush; 28 large; 0 tire(s); 2 refrigerator(s).

5. Drop Site and County Landfill Totals

The following drop site total report was presented:

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

Site	Trips	Tonnage
Dora Highway	37	100.05
Dublin	28	75.25
Fairlawn	11	61.77
Total	76	237.83

**County Landfill Tonnage  
(county customers & Refuse Department Haulers)  
(for the Month of April)**

Misc Debris(tons)	Appliances	Tires	Brush(tons)
12,198.59	72	987	54.39

b. Action Items:

1. Rate Revision

As noted in the public hearing section, adoption of this fee was approved.

2. FY-06 Budget Information

In addition to items distributed for approval at the April Board meeting, additional information was distributed providing

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further details of revenues and expenditures within the Refuse Department.

3. Roll-Off Specs

A recommendation was made to purchase a 75,000 GVWR Volvo truck at a cost of \$129,683 to primarily provide service to the James Hardie plant without providing a long-term impact on drop center servicing, special pick-ups and other PSA operations. Board members were also provided a summary for operating both the 66,000 BVWR and the 75,000 BVWR Volvo trucks and anticipated revenue from each for servicing James Hardie. It was noted that use of the larger capacity truck would be of greater benefit to the PSA assuming an increase in the per haul charge from \$85 to \$100 per load based on the greater capacity of each load.

Mr. Huff stated that the load should be based on tonnage. Mr. Huber reported that a higher amount could be charged for the heavier truck; however, he noted that a public hearing would need to be held to consider this suggestion. Mr. Huber also suggested that an overall rate be established or a separate rate for each individual industry.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, it was requested that a public hearing be scheduled to increase the fees for the larger trucks and to explore the option of a fuel surcharge.

Voting yes: Mr. Huff, Mr. Mathes, Mr. Loyd.  
Voting no: None.  
Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the additional \$9,683 amount needed to purchase the truck was also approved.

Voting yes: Mr. Huff, Mr. Mathes, Mr. Loyd.  
Voting no: None.  
Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

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4. Garrett Weddle Request

Mr. Weddle requested utilization of a master meter to serve four commercial businesses in Fairlawn. It was reported that Mr. Weddle was finding difficulty in installing separate lines from the meters to the business. Use of a master meter establishes a minimum billing of \$6.50 per business and \$3 per 1,000 gallons for all usage through the single meter. Current billing practices are \$6.50 for each business or apartment that is on the master meter, \$3.00 per 1,000 gallons for the first 100,000 gallons and \$2.50 per 1,000 gallons thereafter.

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the utilization of the master meter as requested by Mr. Weddle.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

5. Date for Facility Tour

Mr. Huber reported that a date for a facility tour of the various PSA operational locations would be scheduled. It was reported that Mr. Loyd would like to take the tour as well as Mr. Mathes. It was also suggested that Dr. Warren and Mr. Snead attend the tour as well.

6. Health Reimbursement Account

Mr. Huber and Ms. Burchett reported that staff recommended continued pre-funding of the program at the beginning of the fiscal year, ability to carry HRA funds from one insurance option to another and the maximum accumulation of funds. It was the consensus of the Board that these practices continue.

7. Refuse Department Supervision

It was reported to the Board that until a month ago, the PSA Refuse Department was supervised by Kenny Stoots and Jerry Taylor, Mr. Stoots being responsible for the overall administration of the department, including handling of

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complaints, while Mr. Taylor supervised day to day operations of the department. Due to the fact that Mr. Taylor has now retired from the Pulaski County Sheriff's Department, VRS rules prohibit him as a retiree from working more than 32 hours per week in another position for an employer participating VRS.

Considering recent issues of supervision in this department, Mr. Huber recommended hiring an additional full-time supervisor at a rate of \$30,000 to \$37,500 per year to oversee the daily operations and to allow for an overlap of overall supervisory responsibilities. It was also reported that Mr. Stoots would be eligible for retirement January 1, 2009 and the hiring of another individual would bridge the gap if Mr. Stoots were to take early retirement or would allow the individual extended training should Mr. Stoots not retire before his expected retirement date. He also stated that Mr. Stoots position would not be filled upon his departure and the new supervisor would acquire all duties.

On the motion of Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the hiring of an additional supervisor with the PSA department.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

Mr. Loyd also requested a revised budget for the PSA department.

c. Informational Items:

1. Personnel Changes

As reported in the board packet, an update of recent personnel changes were provided to the Board.

2. Virginia Department of Health Operations Award

As reported in the board packet, the Pulaski County Public Service Authority Water Treatment Plant was recognized for their Silver Excellence in Waterworks Performance Award by the Virginia Department of Health for having treatment

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standards three times stricter than DEQ requirements for filter performance and clarification standards.

3. Sewer Easement Activity

The board packet included a report from Patrick Hughes of the Planning District Commission regarding easements that have been obtained in all three subdivisions receiving sewer, including Orchard Hills/Vista, Rolling Hills and Highland Park. Mr. Hughes also provided a listing of property owners with whom the PDC was having difficulty in obtaining easements.

4. Report Regarding Uniform Water & Sewer Rates

The board packet included a report to the Board of Supervisors and Pulaski County Public Service Authority Board of Directors regarding uniform water and sewer rates.

5. Request for Adjustment in Garbage Bill

As reported in the board packet, Ms. Lillie Hager requested an adjustment on her garbage bill.

The consensus of the Board was not to allow an adjustment on the bill; however, Ms. Hager could be notified that she would only be responsible for one quarterly billing at the reduced user fee rate of \$21.00.

6. New River Valley Water Supply Plan Kick-Off Meeting Minutes

The minutes for the New River Valley Water Supply Plan Kick-Off meeting were distributed in the Board packet.

3. Approval of Minutes of April 10, 2006

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board approved the minutes of April 10, 2006.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

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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 5035 through 5085, subject to audit.

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

Voting no: None.

Absent: Mr. Vaughan, Mr. Snead, Dr. Warren.

5. Other Matters

Ms. Burchett reminded the Board members of the grievance hearing with Mr. Cory Resnick scheduled for that afternoon at 2:00 p.m.

Mr. Loyd requested that the budget not be provided to the Board in a manner in which departments were expecting to lose money and asked that staff look at an increased rate on sewer.

6. Adjournment

By consensus, the Board adjourned the meeting. The next regular meeting of the Pulaski County Public Service Authority Board of Directors was scheduled for Monday, June 12, 2006 at 9:00 a.m. at the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski, Virginia.

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H. W. Huff, Jr., Chairman

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Winston Snead, Secretary