

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

At a regular meeting of the Public Service Authority Board of Directors held on Monday, December 11, 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; Hollis Loyd; Carl Mathes; and Douglas Warren. Board members Winston Snead and Archa Vaughan were unable to attend the meeting. Staff members present included: Gordon Jones, Director of Finance; Ron Coake, County Engineer; Ron Nichols, Director of Fleet Maintenance and Operations; and Gena Hanks, Executive Secretary. Mr. Patrick Hughes of the New River Valley Planning District Commission was also present.

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 \$6,130.37cr.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

2. Inmate Availability Report

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

3. Balance Due & Lien Report

The Board reviewed the balance due and lien reports 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: 5 brush; 9 large; 1 tire(s); 1 refrigerator(s).

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

5. Drop Site and County Landfill Totals

The following drop site total report was presented:

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

Site	Trips	Tonnage
Dora Highway	45	86.47
Dublin	50	102.38
Fairlawn	14	45.08
Total	109	233.93

County Landfill Tonnage
(County customers & Refuse Department Haulers)
(for the Month of November)

Misc Debris(tons)	Appliances	Tires	Brush(tons)
3,300.07	39	1,097	23.35

b. Action Items:

1. Utility Installation Reimbursement Policy

Mr. Coake provided a detailed report and discussed the draft policy for sharing of utility installation costs, a copy of which was presented in the PSA Board packet and which is also filed with the records of this meeting.

Mr. Coake recommended the Board address each matter regarding a utility installation reimbursement on a case-by-case basis.

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board tabled any further discussions on this matter to the January 8, 2007 PSA Board meeting.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

2. Procedure Addressing Delinquent Accounts

Mr. Jones reviewed with the Board a summary by type of service, as well as a listing of delinquent accounts organized by active and inactive accounts, a copy of which was provided in the Board packet, as well as the records of this meeting.

Mr. Huff suggested hiring an additional individual to oversee collection of delinquent accounts.

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board requested staff provide a recommendation on the feasibility of hiring an additional individual to oversee collection of delinquent accounts.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

3. Report on PSA Balance and Previous Commitments

As reported in the Board packet, Mr. Jones provided a detailed report for October including a balance summary following subtraction for utilization of funds for capital projects in addition to those approved in the budget.

4. Installation of Water and Sewer Service to Various Mobile Home Parks

As reported in the Board packet, staff reviewed steps in preparing to install water and sewer service to the various mobile home parks in the county, including the signing of agreements with mobile home park owners. Further, staff advised the county attorney is reviewing said agreements.

Mr. Loyd questioned if connection fees were the same for mobile home park occupants as for other customers. Mr. Hughes advised mobile home park fees are determined at a bulk rate.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

On a motion by Mr. Mathes, seconded by Mr. Loyd and carried, the Board tabled action on this matter, pending review of connection fees being charged to Eagleview Mobile Home Park.

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

On a motion by Mr. Loyd, seconded by Mr. Mathes and carried, the Board approved a January 15, 2007 deadline on receiving signed agreements in order for the projects to be bid in February, 2007.

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

5. Commerce Park Water Surcharge

As reported in the Board packet, the Commerce Park Participation Committee requested the consideration by the PSA Board to allowing a surcharge on water service to prospective park tenants.

Mr. Huff requested Board consideration of the matter be tabled until staff can provide additional information.

c. Informational Items:

1. Personnel Changes

The Board reviewed in detail a listing prepared by Ms. Spence indicating recent personnel changes within the PSA department.

2. Jones Drive Sewer Update

As reported in the Board packet, a very productive meeting was held with residents of Jones Drive regarding staff suggestion to utilizing a private sewer line as the means of providing service to the rear of the residential parcels with plans for staff to continue working with affected residents to

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

obtain cost estimates, provide sample private easement forms and notify residents not in attendance at that meeting regarding this option.

3. Correspondence to NRRRA re: Landfill Disposal Policies

As presented in the Board packet, the Board acknowledged receipt of correspondence to the New River Resource Authority transmitting a copy of the PSA minutes in which the PSA Board modified their policy to remove some of the restrictions on the ability of the PSA customers to take items to the landfill at the PSA's expense.

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. Approval of Minutes of November 20, 2006

On a motion by Dr. Warren, seconded by Mr. Mathes and carried, the Board approved the minutes of November 20, 2006.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

4. Accounts Payable

On a motion by Mr. Mathes, seconded by Dr. Warren and carried, the Board approved the accounts payable as presented on checks numbered 10001 through 10073, subject to audit.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan

5. Other Matters

Mr. Jones presented an updated water and sewer projects report as prepared by the Planning District Commission.

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES
December 11, 2006

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved the purchase of 100 front load containers at \$600 each.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

Mr. Loyd requested staff determine if a compactor is to be placed at either the Dora Highway or Dublin drop sites, as well as provide an update on the number of rear loads to be replaced.

Mr. Coake provided an update on the Draper Golf Course water tank matter.

6. Adjournment

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Monday, January 8, 2007 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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

Voting no: none.

Not present: Mr. Snead, Mr. Vaughan.

H. W. Huff, Jr., Chairman

Winston Snead, Secretary