

# PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

January 8, 2008

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, January 8, 2008 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, Winston Snead; and Douglas Warren. Board member Carl Mathes was unable to attend the meeting. Staff members present included: Peter M. Huber, County Administrator; Robert Hiss, Assistant County Administrator; Gordon Jones, Finance Director; Ron Coake, County Engineer; Brenda Sayers, PSA Bookkeeper; Ron Nichols, Director of Fleet Maintenance and Operations; and Gena Hanks, Executive Secretary. Also present was Lester Maupin and Brent Lovell of the New River Valley Planning District Commission.

## 1. Citizen Comments

There were no citizen comments.

## 2. Reports from the County Administrator & Staff:

### a. Collection Staff Activity

#### 1. Adjustments

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board of Directors approved customer credit adjustments in the amount of \$675.57-.

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

Voting no: none.

Not present: Mr. Mathes.

Mr. Mathes questioned the status of various delinquent commercial garbage accounts. Ms. Sayers and Mr. Huber provided information regarding delinquent accounts, as well as information regarding the debt set-off collection program.

By consensus, Board members requested staff research the larger delinquent commercial accounts, specifically Magnox and Penn Funeral Home, and provide an update at the February Board meeting.

#### 2. Inmate Availability Report

No report was provided by PSA staff.

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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

No report was provided by PSA staff.

5. Drop Site and Landfill Totals

No report was provided by PSA staff.

b. Action Items:

1. Minutes of Previous Meeting

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the December 12, 2007, minutes as presented.

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

2. Accounts Payable & Budget Adjustments

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the accounts payable for checks numbered 8000078 through 8000111, subject to audit.

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

3. Advances from Board of Supervisors

As reported in the Board packet, Board members reviewed information outlining \$293,061 in advances from the Board of Supervisors to the PSA dating back to 1982. Mr. Huff requested additional information be provided at the February Board meeting.

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4. Retirement Resolution for Richard Chumbley

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board adopted the following resolution recognizing Richard Chumbley for his service to the Public Service Authority:

**RESOLUTION OF APPRECIATION  
Richard Kelly Chumbley**

WHEREAS, Richard Chumbley has been employed by the Pulaski County Public Service Authority since June 6, 1976; and

WHEREAS, Richard Chumbley has served Pulaski County as Utility Inspector for 4 years and Utility Maintenance Supervisor for 28 years of service; and

WHEREAS, Richard Chumbley's commitment, dedication, and loyalty have ensured the safe maintenance and operation of the County Water and Sewerage systems; and

WHEREAS, Richard Chumbley's oversight of the PSA Water and Sewerage Department resulted in major upgrades to staffing and equipping of the department to include installation of 75 miles of water lines, 25 miles of sewer lines and numerous water tanks and pump stations; and

WHEREAS, Richard Chumbley has demonstrated a high degree of professionalism in dealing with the citizens of Pulaski County; and

WHEREAS, Richard Chumbley's integrity, willingness to help his coworkers, and longstanding assistance is deeply appreciated; and

WHEREAS, the service provided by Richard Chumbley has benefited not only present and past citizens of Pulaski County, but will enhance the quality of life of its future citizens.

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NOW, THEREFORE BE IT RESOLVED, that the Pulaski County Board of Supervisors, the Pulaski County Public Service Authority and the Pulaski County Sewerage Authority does hereby commend and express its sincere appreciation for the service of Richard Chumbley to the county and its citizens; and

BE IT FURTHER RESOLVED, that the text of this resolution be spread upon the minutes of the PSA Board of Directors this 8<sup>th</sup> day of January 2008 in permanent testimony of its appreciation to the service of Richard Chumbley.

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

Voting no: none.

Not present: Mr. Mathes.

5. Relocation of Fire Hydrant – Stone Ridge

As reported in the Board packet, the PSA Board received a request from John Kelly and William Horne for the relocation of a fire hydrant in the Stone Ridge Subdivision

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the resolution of a fire hydrant in the Stone Ridge Subdivision, subject to conditions outlined in correspondence filed with the records of this meeting.

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

Voting no: none.

Not present: Mr. Mathes.

6. Pepper's Ferry Payments

Mr. Huber advised this matter had been tabled, pending comments from the Pepper's Ferry Authority.

c. Informational Items:

1. Personnel Changes

As reported in the Board packet, Board members were presented with a copy of recent personnel changes prepared by Norma Spence, Administrative Assistant.

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2. Financial Report

As presented in the Board packet, Board members were presented a financial report prepared by Gordon Jones.

3. Disclosure of Conflict of Interest

Mr. Huber reported all financial disclosure forms had been submitted by the PSA Board members.

4. Water Settlement Billings Towns of Dublin and Pulaski

As reported in the Board packet, the towns of Dublin and Pulaski had been provided water settlement billings accordingly.

5. Commerce Park EDA Project

As reported in the Board packet, the Commerce Park Participation Committee has approved application for Economic Development Administration funding of the proposed water line connecting the City of Radford Water Treatment Plant with the PSA water line in the vicinity of Morgan's Cut, further staff is expecting cost figures from the City of Radford.

6. Documentation of Valve Locations

As reported in the Board packet, staff had documented the location of 800 valves prior to December 21 with plans to install all the necessary software and utility maps on Ronnie Coake's laptop computer which will allow an individual to locate any of the mapped valves using a GPS locator and the GIS mapping.

7. Projects Update

As provided in the Board packet, Board members reviewed an update from Paula Moore of Anderson and Associates regarding the Orchard Hills sewer project, as well as an update from the Planning District Commission on all projects.

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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. Water Treatment Plant Dispersion Wall Design
4. Installation of back-up generators at sewer pump station
5. Replacement of Texaco sewer pump station
6. Skyview/Fairgrounds/Commerce Park sewer preliminary engineering

3. Other Matters

a. Purchase of Roll Off Trucks

Mr. Nichols presented a copy of bids received for the purchase of new roll off trucks.

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board accepted the low bid of Cavalier for the purchase of roll off trucks.

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

Voting no: none.

Not present: Mr. Mathes.

b. Potential Cost Savings

Mr. Nichols described potential cost savings on tipping fees paid by PSA due to brush cutting by possibly chipping brush and selling or giving away. Mr. Huff requested county staff research the matter and provide additional information at an upcoming meeting.

c. Agreement with Cingular

Mr. Coake presented a copy of a draft agreement granting access to Cingular to explore possibly placing a cell tower on Corporate Center water tank, subject to review of agreement by County Attorney. Mr. Coake clarified that the agreement only allowed access to the property.

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On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved an agreement with Cingular to allow Cingular to explore the possibility of placing a cell tower on the Corporate Center water tank, subject to review of the agreement by County Attorney Tom McCarthy.

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

Voting no: none.

Not present: Mr. Mathes.

d. Bradley Ridge Development/Hatcher Road

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board authorized application of 50% discount to base water and sewer connection fee with \$200 surcharge applied thereafter.

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

Voting no: none.

Not present: Mr. Mathes.

e. PER for Fairgrounds and Skyview Subdivision Area

Mr. Coake presented information regarding the Preliminary Engineering Report for the New River Valley Fairgrounds and Skyview Subdivision area. Mr. Coake advised he would have additional information at the February PSA meeting.

4. Adjournment

By consensus, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, February 12, 2008 at 9:00 a.m. in the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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H. W. Huff, Jr., Chairman

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Winston Snead, Secretary