

PULASKI COUNTY PUBLIC SERVICE AUTHORITY MINUTES

December 9, 2008

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, December 9, 2008 at 9:00 a.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following Board members were present: Carl Mathes, Chairman; Frank Conner, Alternate; Douglas Warren; Hollis Loyd; and Maynard Sayers. Staff members present included: Peter M. Huber, County Administrator; Ron Coake, County Engineer; Ron Nichols, Director of Fleet Maintenance and Operations; Brenda Sayers, PSA Bookkeeper; and Gena Hanks, Executive Secretary.

Board members and staff held a moment of silence in honor and memory of the passing of H. W. Huff, Jr.

Joint Memorial Resolution – H. W. Huff, Jr.

On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved the following joint resolution in memory of former PSA Chairman H. W. Huff, Jr.:

RESOLUTION COMMENDING THE LIFE AND SERVICE OF HUGH WHITE "H.W." HUFF, JR.

WHEREAS, H.W. Huff served our country as a U.S. Army Paratrooper in World War II; and

WHEREAS, H.W. Huff served as a faithful member of the Pulaski County Public Service Authority since January 22, 1980 and served as Chairman since November 13, 1991, leading the PSA from a position of near bankruptcy to the strong organization it is today by consistently applying his skills as a businessman to his service on the PSA Board; and

WHEREAS, H.W. Huff consistently, adamantly, and passionately defended the financial interests of those least able to afford to pay for PSA services by holding staff, developers and all others accountable for recommendations to, and decisions made, by the Board of Directors; and

WHEREAS, H.W. Huff demonstrated his faith as a dedicated member of the First United Methodist Church of Pulaski; and

WHEREAS, H.W. Huff faithfully served his community as a founder of the Pulaski County Chamber of Commerce; a founding member of the Pulaski County Elks Club; a founding member of the Pulaski County Jaycees; a Paul Harris fellow; the longest serving member of the Pulaski Rotary Club; and a member of the American Legion; and

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WHEREAS, H.W. Huff personally invested in the education of our youth as a member and generous contributor to the New River Community College Foundation, receiving the Chancellor's Award for Leadership in Philanthropy in 2006; and

WHEREAS, H.W. Huff's service to the citizens of Pulaski County will continue to enhance the quality of life, growth, Pride, Excellence and Vision of our county through his investment in the New River Community Foundation Ann and H.W. Huff, Jr. Family Fund targeting the poor, needy or less fortunate in the Pulaski area; and

WHEREAS, H.W. Huff's entrepreneurial spirit began when he was a teen-ager, provided sightseeing rides on Claytor Lake and culminated in his leadership of Bond Cote, Huff Petroleum and Downtown East.

NOW THEREFORE, BE IT RESOLVED, that the Pulaski County Board of Supervisors and the Pulaski County Public Service Authority jointly honor the long-standing, faithful service of H.W. Huff to the citizens of Pulaski County highlighted by a contagious sense of humor and a positive attitude regardless of circumstances.

BE IT FURTHER RESOLVED, that the Pulaski County Board of Supervisors and the Pulaski County Public Service Authority Board of Directors regrettably acknowledge the loss to our county by his passing and jointly extend our sincere sympathy to the family and friends of H.W. Huff; and

BE IT FURTHER RESOLVED, that the text of this resolution be spread on the minutes of the Pulaski County Board of Supervisors and the Pulaski County Public Service Authority Board of Directors in permanent testimony to the life and service of H.W. Huff, this 15th day of December, 2008.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers, Mr. Conner.

Voting no: none.

1. Citizen Comments

Walter & Diane Lambert, representing the Wings of Eagles ministry located on Route 11, expressed opposition to receiving correspondence from the PSA of a potential lien due to failure to pay an outstanding balance on utility services. Mr. Lambert advised he was against use of landfills in localities, as well as the use of county water due to potential contamination. Mr. Lambert also expressed opposition to the reassessment on his property.

Board members directed staff to research previous PSA Board minutes to determine the date of the last change by the PSA Board to the non-user and low volume fees.

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2. Public Hearing - Application to USDA Rural Development to match EDA loan for Water & Sewer Service Improvements to Commerce Park

Mr. Mathes called on Regina Elsner with the New River Valley Planning District Commission staff to provide information regarding the public hearing. Ms. Elsner advised the grant application was for \$3.4 million to provide water and sewer service to the Morgan's Cut area of the county, as well as to Commerce Park.

Mr. Mathes opened the public hearing. There were no citizen comments and the hearing was closed.

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved an Application to the USDA Rural Development to match an EDA grant for water & Sewer service improvements to Commerce Park, noting additional resolutions would come before the PSA Board for adoption at future meetings.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers,
Mr. Conner.

Voting no: none.

3. Reports from the County Administrator & Staff:

a. Collection Staff Activity

1. Adjustments

On a motion by Mr. Loyd, seconded by Mr. Sayers and carried, the Board of Directors approved customer adjustments in the amount of \$2,310.90 cr.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

Mr. Huber advised the New River Industries account had been adjusted due to a sewer meter being open, noting the January 2009 adjustments is likely be a large amount.

2. Inmate Availability Report

Staff reports the PSA generally had use of two inmates per day for the month of November.

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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

Pickups pending: 1 brush; 2 large item; 0 tires; 0 refrigerator.

5. Drop Site and Landfill Totals

The drop site totals and county landfill tonnage reports for the month of November were reported as follows:

MONTH OF NOVEMBER 2008

DROP SITE TOTAL

FOR THE MONTH OF NOVEMBER 2008

Site	Trips	Tons	Tons per haul
Dora Highway	31	55.15	1.78
Dublin	56	93.55	1.67
Fairlawn	22	51.68	2.35
Totals	109	200.38	5.80

COUNTY LANDFILL TONNAGE

(COUNTY CUSTOMERS & REFUSE DEPARTMENT HAULERS)

(FOR THE MONTH OF NOVEMBER 2008)

Commercial	Residential	Tires	Brush
1283.06	922.60	813	259.58

Mr. Loyd noted an error in the total of the "tons per haul" report. Staff was requested to confirm the accuracy of future reports.

b. Action Items:

1. Minutes of Previous Meetings

On a motion by Dr. Warren, seconded by Mr. Sayers and carried, the Board approved the minutes of the November 12, 2008 Board meeting.

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Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

2. Accounts Payable & Budget Adjustments

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board approved the accounts payable for checks numbered 8001555 through 8001608, subject to audit, as well as the following budget adjustment:

PSA Fund

Revenues

041010-0100	Insurance Recoveries	\$41,628.00
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Expenditures

042340-6007	Repair and Maintenance Supplies	\$41,628.00
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Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

3. Rt. 600 Waterline Replacement

As reported in the Board packet, staff requested the PSA's consideration to replacing a 225-foot section of water line along Route 600 near the intersection with Gate 10 Road in Fairlawn that has had 4 breaks in the last 5 weeks. The line is experiencing severe deterioration from the acidic soil characteristic of the old railroad bed in this area. Ron Coake has obtained the following quotes for this work: Meade Excavation - \$16,680; H. T. Bowling - \$15,675.00; and Prillaman & Pace \$8,573.53.

On a motion by Mr. Loyd, seconded by Mr. Sayers and carried, the Board approved awarding the line replacement to Prillaman and Pace in the amount of \$8,573.53.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

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4. Sewage Pump Station Water Rate

As reported in the Board packet, in the past the PSA has charged the standard water rate for water used at the Wurno sewage pump station. At the time that this billing was originally set up, the pump station was operated by the Peppers Ferry Authority. About three years ago, the Town of Pulaski took over operation of the pump station and is asking that billing for water used at the pump station be changed to reflect the discounted rate to the Town. The pump station uses an estimated 60,000 gallons per month. The difference between a standard rate of \$3.00 per 1,000 gallons and the discounted rate of \$1.55 per 1,000 gallons for other water service provided to the town would result in a \$1,044 annual decrease for the PSA.

The Board declined to take action on this matter.

5. Vehicle Use Policy

Mr. Huber explained the proposed policy was one that was developed by the county's insurance company. Mr. Loyd questioned several of the references in the policy. Mr. Huber noted changes could be made to the policy, but recommended the Board approved the policy, with specific revisions to be made at a later date.

On a motion by Mr. Conner, seconded by Mr. Sayers and carried, the Board approved the concepts contained in the policy with the specific language to be determined following a review of DMV records.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

6. Update on Purchase of Roll-off Box for White Paper

As reported in the Board packet, Ronnie Nichols has found an unused container which we believe can be modified to work for storage and transport of office paper.

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On a motion by Dr. Warren, seconded by Mr. Loyd and carried, the Board approved modification of an unused container at a cost not to exceed \$2,500.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

7. Use of Morgan's Cut Tank

As reported in the Board packet, staff presented a request from the Montgomery County Sheriff Tommy Whitt asking to use the Morgan's Cut water tank for improving emergency communications to the Big Falls Road, Centennial Road, and Norris Run Road along the New River.

By consensus, the Board approved the concept of use of the tank by Montgomery County for improving Emergency Communications to the Big Falls Road, Centennial Road and Norris Run along the New River.

8. Corporate Center Water Line Relocation

As reported in the Board packet, Ron Coake is working with a new business locating in the Center to work out the placement of surplus fill. The best location for placing this fill is along Pepperell Way in the vicinity of a PSA water line. Approval by the PSA Board to relocate the line is requested if it becomes necessary and if the Industrial Development Authority of Pulaski County agrees to pay the estimated \$30,000 cost of moving the line.

On a motion by Mr. Sayers, seconded by Mr. Conner and carried, the Board approved the concept of relocating the line, if it becomes necessary, and if the IDA agrees to pay the necessary \$30,000 cost of moving the line.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

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c. Informational Items:

1. Resignation of Carl Mathes

Mr. Mathes submitted his resignation to the PSA effective December 31, 2008.

Election of Chairman

On a motion by Mr. Conner, seconded by Mr. Loyd and carried, the Board elected Maynard Sayers as Chairman of the PSA.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none.

Election of Vice-Chairman

On a motion by Mr. Loyd, seconded by Mr. Sayers and carried, the Board elected Doug Warren as Vice Chairman of the PSA.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none

Election of Secretary/Treasurer

On a motion by Mr. Conner, seconded by Mr. Sayers and carried, the Board elected Hollis Loyd as secretary/treasurer for the PSA.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd,
Mr. Sayers, Mr. Conner.

Voting no: none

Mr. Huber provided an update on term limits for PSA Board members and noted it was the Board of Supervisors practice to appoint PSA members as members to the Pulaski County Sewerage Authority and Pepper's Ferry boards.

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2. Personnel Changes

There were no personnel changes to report at this time.

3. Financial Report

As presented in the Board packet, Board members were provided a financial report and budget adjustments as prepared by Ms. Newby.

4. Utility Projects

Staff reported there was no recent update on utility projects.

5. Draper Aden Associates Newsletter

Board members reviewed the latest edition of the newsletter distributed by Draper Aden Associates.

6. Drop Center Operations Implementation

As reported in the Board packet, staff continues to request payroll information from Goodwill in order to put together a proposal for the benefit of both Goodwill and the PSA.

7. Purchasing Policies

As reported in the Board packet, Board members reviewed the revised purchasing policies which were approved by the Board of Supervisors at their November meeting. Mr. Loyd noted the need to change the amount of purchases allowed without county administrator approval from \$1,000 to \$2,500.

8. Draper Valley Golf Course Water Tank

Mr. Coake advised of approval of drawings from the Health Department for construction of the Draper Valley Golf Course Water Tank.

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9. Fairlawn Storage Facility

As reported in the Board packet, staff plans to present final figures at a future meeting for use of space at the Fairlawn Drop Center by the Sewage Authority.

10. Bridge Crossing

As reported in the Board packet, staff continues to work with other localities regarding the installation of conduits through the abutments of the Route 114 bridge across the New River and railroad.

11. E&S Control Plan – FedEx Ground Facility

As reported in the Board packet, comments had been provided by the county to Providence Engineering related to the Waste Disposal Site.

d. Current Authorized Projects & Items Under Review:

Staff provided updates on the following projects with those updates being noted in italics:

1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions
3. Water Treatment Plant Dispersion Wall Construction
4. Water Treatment Plant Raw Water Intake Access Road

3. Closed Session – 2.2-3711.A.1

A closed meeting is requested pursuant to Section 2.2-3711.A.7 of the 1950 Code of Virginia, as amended, to discuss legal matters.

It was moved by Dr. Warren, seconded by Mr. Loyd and carried, that the Public Service Authority Board of Directors enter Closed Session for discussion of the following:

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Legal Matters – Pursuant to Virginia Code Section 2.2-3711(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

▪ Contract Negotiations

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers,
Mr. Conner.

Voting no: none

Return to Regular Session

It was moved by Mr. Loyd seconded by Mr. Sayers and carried, that the Board return to regular session.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers,
Mr. Conner.

Voting no: none

Certification of Conformance with Virginia Freedom of Information Act

It was moved by Mr. Conner, seconded by Dr. Warren and carried, that the PSA Board of Directors adopt the following resolution certifying conformance with the Virginia Freedom of Information Act.

WHEREAS, the Public Service Authority Board of Directors 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 PSA Board of Directors 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 Supervisors.

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Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers,
Mr. Conner.

Voting no: none

5. Other Matters

There were no other matters discussed at this time.

6. Adjournment

On a motion by Mr. Loyd, seconded by Dr. Warren and carried, the Board adjourned its regular meeting. The next regular meeting of the PSA Board is scheduled for Tuesday, January 13, 2009 at 9:00 p.m. in the Middle Conference Room of the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

Voting yes: Mr. Mathes, Dr. Warren, Mr. Loyd, Mr. Sayers,
Mr. Conner.

Voting no: none.

Maynard H. Sayers, Chairman

Hollis Loyd, Secretary/Treasurer