

PUBLIC SERVICE AUTHORITY BOARD OF DIRECTORS MEETING  
April 9, 2019

At a regular meeting of the Public Service Authority Board of Directors held on Tuesday, April 9, 2019, at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, the Printfollowing Board members were present: Dr. Doug Warren, Chairman; Mr. Dave Dean, Vice-Chairman; Mr. Dennis Setliff; Dr. Fritz Streff and Nancy Burchett.

Staff members present included: Jared Linkous, Executive Director; Ronnie Nichols, Deputy Director; Jonathan Sweet, County Administrator and Natasha Grubb, Clerk to Board.

1. Welcome and Call to Order

Dr. Warren called the meeting to order at 9:00 a.m.

A. Confirmation of A Quorum

5 (five) Board members were present. Mrs. Burchett advised she would need to leave the meeting prior to its conclusion.

2. Approval of the Agenda

A. Additions or Changes to the Agenda

- 4. Financial Matters E. One Call Report
- 5 Action Items- New Business B. Price Proposal for Gravity Sewer Replacement

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board accepted by consensus in the affirmative the additions of 4. Financial Matters E. One Call Report and 5. Action Items - New Business B. Price Proposal for Gravity Sewer Replacement.

3. Presentations and Citizens Comments

A. Presentations and Citizens Comments

Mr. Bob Rogers representing Trinity Baptist Church, located at 4008 Robinson Tract Road, Pulaski, Virginia inquired of any current updates regarding the possibility of extension of a water line to the church.

Mr. Linkous advised staff is working with the Town of Pulaski and their engineering firm to find alternatives for serving the Shrader Hill and Brookmont areas. The plans require evaluation of a preliminary engineering report, preparation of a water and sewer master plan with a request for a water line extension to be considered, receipt of Health Department approval and funding. The timeframe for such project could take up to three years.

Mr. Rogers thanked the Board for their time and stated the \$10,000 donation from the church is still available.

Dr. Warren encouraged Mr. Rogers to continue to keep the Board involved with the process.

Mr. Setliff noted there has been progression since that last time Mr. Rogers presented to the Board and thanked him for coming.

4. Financial Matters

A. Financial Report

Mr. Linkous presented the financial report. There were no questions.

On a motion by Mr. Setliff, second by Mr. Dean and carried, the Board reviewed and accepted the Financial Report by consensus in the affirmative.

B. Proposed Refuse and Rate Schedule

Mr. Linkous reviewed the proposed refuse, water and sewer rate schedule. A public hearing regarding a \$2.00 monthly increase in the residential refuse rates and 5% increase in water and sewer rates will be held Monday, May 6, 2019, at 5:30 p.m. in the Board Room of the County Administration Building, 143 Third Street N.W., in the Town of Pulaski, Virginia.

Mrs. Burchett inquired if written documentation was required in the agreement between with the Town of Pulaski and the Town of Dublin regarding an increase of refuse fees.

Mr. Linkous stated an e-mail was sent, however he would review the agreement and follow up with the Town of Dublin and the Town of Pulaski if written documentation is required.

Mr. Setliff acknowledged he would not be present at the public hearing.

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board approved to proceed with the advertisement for a \$2.00 monthly refuse rate and 5% water and sewer rate increase.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff, Mrs. Burchett

Voting No: None.

#### C. Collections Update

Mr. Linkous provided the collections update. There were no questions.

#### D. Delinquency Report

The delinquency report was presented with no questions from the Board.

#### E. One Call Report

Mr. Linkous reviewed the One Call Report. There were no questions.

### 5. Action Items (New Business)

#### A. Mrs. Brenda Blackburn

Mr. Linkous stated Mrs. Blackburn approached the Public Service Authority (PSA) Billing office regarding the account associated with 4697 Cleburne Boulevard, Dublin, Virginia which is currently delinquent in the amount of \$2,828.09. Mrs. Blackburn requested penalties and compound interest be removed which is consistent with the amnesty program of 100% penalty and 50% interest waived. The referenced amnesty program was instituted on July 1, 2011, and expired September 30, 2011.

The Public Service Authority (PSA) Board of Directors requested written documentation be sent to Mrs. Blackburn acknowledging her request to the Public Service Authority (PSA) Billing office for a reduction of the delinquent amount owed to the PSA. The Public Service Authority Board of Directors requested Mrs. Blackburn appear before the Board for a potential amount to be paid in full within 30 days.

#### B. Price Proposal for Gravity Sewer Replacement

Mr. Linkous reviewed the proposal for the gravity sewer replacement on Wurno Road. Staff respectfully requested authorization to utilize emergency procurement to contract with Mendon Pipeline Incorporation to start immediately and the authorization to utilize funds in the amount of \$257,070.00 to replace 1,518 linear feet of gravity sewer using a 15 inch line.

On a motion by Mr. Setliff, second by Dr. Streff and carried, the Board authorized immediately moving forward under emergency procurement to contract with Mendon Pipeline Incorporation and authorize utilizing funds in the amount of \$257,070.00 to replace 1,518 linear feet of gravity sewer using a 15 inch line.

Voting Yes: Mr. Setliff, Mr. Dean, Dr. Warren, Dr. Streff

Voting No: None.

Absent: Mrs. Burchett

### 6. Action Items (Old Business)

There were no action items regarding old business.

### 7. Reports from Executive Director and Staff

#### A. Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off List

The Board reviewed the Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list as presented in the April 9, 2019, BoardDocs agenda.

Mr. Dean encouraged Mr. Nichols to continue to share photographs of the new equipment purchased.

B. Activity Report

Mr. Linkous provided the Activity report. There were no questions.

C. Pulaski County Middle School Sewer Extension

Mr. Linkous reviewed current updates for the Pulaski County Middle School sewer extension.

D. Staff to Do List

The following updates were provided on the following staff to do list items:

A. Skyview Phase 3 (Community Sewers Project)

Mr. Linkous provided updates for the Community Sewers project. There were no questions.

B. Drop Site on the South Side of Claytor Lake

No report given.

C. Covered Water Meter Ordinance

No report given.

D. Draper Area Wythe County Sewer/PSA Connection

No report given.

E. Water Meter Replacement

No report given.

F. Water Master Plan

No report given.

G. Facilities for Refuse Employees

No report given.

H. Pulaski Convenience Center Relocation

No report given.

I. Brookmont Water System Disinfection By-Products

No report given.

K. Improvements to Fairlawn Convenience Center

No report given.

L. Write off Accounts Consideration

No report given.

8. Other Matters from the Directors

Mr. Sweet

9. Items of Consent

On a motion by Mr. Dean, second by Dr. Streff and carried, the Board reviewed and approved by consensus in the affirmative the following items of consent:

A. Minutes of Previous Meeting

The minutes of March 12, 2019, regular meeting, were approved by the Board at the April 9, 2019, meeting.

B. Balance Due Report

The balance due report was approved as presented in the April 9, 2019, meeting agenda in BoardDocs.

C. Budget Adjustments

There were no budget adjustments for the month of April 9, 2019.

D. Billing Adjustments

The billing adjustments were approved as listed in the April 9, 2019, meeting agenda in BoardDocs.

E. Accounts Payable

The Board ratified accounts payable for checks numbered #8018246-8018331.

F. Personnel Changes

Board members reviewed and approved a memo describing personnel changes in the month of March 2019, an electronic version of which is filed in the April 9, 2019, BoardDocs agenda.

11. Informational Items

There were no informational Items.

A. Adjournment

On a motion by Mr. Dean, second by Mr. Setliff and carried, the Board adjourned their April 9, 2019, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting.

The Board of Directors of the Pulaski County Public Service Authority will hold a public hearing on Monday, May 6, 2019, at 5:30 p.m. in the Board Room of the Pulaski County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, to receive comments regarding a proposed 5% increase in water and sewer rates and \$2.00 monthly increase in the residential refuse rate.

The May meeting of the Public Service Authority will be held on Tuesday, May 14, 2019, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.



Douglas D. Warren, DED, Chairman



Nancy Burchett, Secretary/Treasurer