

At a meeting of the Public Service Authority Board of Directors held on Tuesday, May 9, 2023, 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 following Board members were present: Mr. Dennis Setliff; Mr. Eddie Hale; Mrs. Nancy Burchett, Chair and Mrs. Ashley Coake, Vice Chair. Absent: Mr. Douglas Swanson.

Staff members present included: Jared Linkous, Director; Josh Tolbert, Deputy Director; Jonathan Sweet, County Administrator; Diane Newby, Finance Director; Tracy Belcher, Assistant Finance Director and Ashley Edmonds, Clerk to the Board.

1. Welcome and Call to Order

Mrs. Burchett called the meeting to order at 9 a.m.

A. Confirmation of A Quorum

Four (4) Board members were present. Mr. Swanson was absent.

2. Presentations and Citizens Comments

A. Presentations and Citizens Comments

Patricia O'Dell, 3066 Old Route 100 Road, Draper, read excerpts of information concerning the definitions of junk and junkyards.

3. Executive Session

A. Enter Into Executive Session

An Executive Session is requested pursuant to Section 2.2-3711. A. 7. of the 1950 Code of Virginia, as amended, to consult with legal counsel and staff on legal matters.

Legal Consultation: Pursuant to Virginia Code Section 2.2-3711(A) 7 consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

- Sewer Odor Complaints/Sulfate Study

B. Return to Open Session

An Executive Session was not held.

C. Certification of Executive Session

An Executive Session was not held.

4. Approval of the Agenda

A. Additions or Changes to the Agenda

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Board accepted the agenda with the following deletion:

- #3. Executive Session (to include A. Enter Into Executive Session, B. Return to Open Session and C. Certification of Executive Session)

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Swanson.

5. Financial Matters

A. Financial Report

On a motion by Mr. Setliff, second by Mrs. Coake and carried, the Board accepted the Financial Report.

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Swanson

B. Collections Update

Staff is working on vacant property lists for mailing along with preparing the advertisement for delinquent accountholders. Staff will notify Board members before advertisement in the local newspapers.

Staff reported forty nine (49) welcome letters were mailed on May 3, 2023, for April 2023.

6. Action Items (New Business)

A. None

There were no Action Items (New Business).

7. Action Items (Old Business)

A. None

There were no Action Items (Old Business).

8. Reports from Executive Director and Staff

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

The Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list for the month of April was reviewed by the Board.

Mr. Setliff inquired about the status of turnoffs and Mrs. Burchett asked when turnoffs would resume.

B. FSA Activity Report

The Board reviewed the April Fairlawn Sewer Authority (FSA) Activity Report.

Mr. Linkous advised time was recorded for construction inspection activity. Mr. Setliff expressed the FSA Board's appreciation for Lee Bentley and his level of knowledge and expertise exhibited during their Fairlawn Avenue project.

C. Staff To Do List:

The following updates were provided on the following Staff To Do List items:

Mr. Linkous advised the Intake Improvement Project is 90% complete; waiting on delivery of materials (June timeframe), specifically screens and then the pad and compressor will be installed.

A. Covered Water Meter Ordinance

No report given.

B. Draper Area Wythe County Sewer/PSA Connection

No report given.

C. Water Meter Replacement

Last delivery of meters received for third (3rd) residential meter replacement phase, then work will commence on commercial meters.

D. Water Master Plan

Mr. Setliff inquired if the Water Master Plan was finalized. Mr. Linkous stated the plan was a living document and any updates or completion of projects would be communicated to the Board of Supervisors and the public.

E. Facilities for Refuse Employees

No report given.

F. Draper/Claytor Lake Convenience Center

Two (2) quotes have been received from asbestos abatement contractors.

G. Brookmont Water System Disinfection By-Products

No report given.

H. Improvements to Fairlawn Convenience Center

Mr. Tolbert reported work on the brush site and estimated completion in the next few months (dependent on grinding activities at all sites to include obtaining a contractor).

I. Community Water Projects

No report given.

J. Certification of Fire Hydrant Flow and Corresponding Paint Color Array

Staff reached out Montgomery County and discussed a joint RFP for hydrant painting.

9. Other Matters from the Directors

A. Updates Requested by Board Members

There were no updates from the Board members.

10. Items of Consent

On a motion by Mr. Hale, second by Mr. Setliff and carried, the Board reviewed and approved the following items of consent (A.- H.):

Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Swanson.

A. Minutes of May 2, 2023, Public Service Authority Board of Directors Budget Work Session

The Board approved the minutes of the May 2, 2023, Public Service Authority Board of Directors Budget Work Session.

B. Minutes of April 25, 2023, Public Service Authority Board of Directors Budget Work Session

The Board approved the minutes of the April 25, 2023, Public Service Authority Board of Directors Budget Work Session.

C. Minutes of April 11, 2023, Public Service Authority Board of Directors Meeting

The Board approved the minutes of the April 11, 2023, Public Service Authority Board of Directors meeting.

D. Balance Due Report

The Balance Due Report is not available.

E. Budget Adjustment

Budget Adjustments PSA Fund #2023-03: \$16,000.00 and PSA Fund #2023-04 were approved by the Board at their May 9, 2023, meeting.

F. Billing Adjustments

The Billing Adjustments were not available.

G. Accounts Payable

The Board Accounts Payable for checks numbered # 45075-45184.

H. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of April 2023, the electronic version of which is filed in the May 9, 2023, BoardDocs agenda.

11. Informational Items

There were no Information Items presented.

12. Adjournment

A. Adjournment

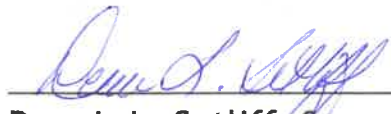
On a motion by Mrs. Coake, second by Mr. Hale and carried, the Board adjourned their May 9, 2023, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting. (Voting Yes: Mr. Setliff, Mr. Hale, Mrs. Burchett, Mrs. Coake. Voting No: None. Absent: Mr. Swanson.)

The Pulaski County Public Service Authority Board of Directors will meet in the Board Room of the County Administration Building, located at 143 Third Street N.W., in the town of Pulaski, for a public hearing on proposed rates, the proposed FY24 budget and capital improvement plan on Tuesday, June 6, 2023 at 5:30 p.m.

The monthly meeting of the Public Service Authority Board of Directors will be held on Tuesday, June 13, 2023, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.



Nancy M. Burchett, Chair



Dennis L. Setliff, Secretary