

A G E N D A

**MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY
Regular Meeting
County Administration Conference Room
Montgomery County Government Center
March 2, 2009
7:00 P.M.**

I. CALL TO ORDER

II. DETERMINATION OF QUORUM

III. PUBLIC ADDRESS SESSION

IV. CONSENT AGENDA

V. OLD BUSINESS

- A. Approve Policy Relating to Inserts in Utility Bill Mailings

VI. FINANCIAL REPORT

VII. DIRECTOR'S REPORT

VIII. AUTHORITY MEMBERS' REPORT

IX. INTO CLOSED MEETING

Section 2.2-3711

- (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body
1. Director's Evaluation
- (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; and

Consultation with Legal Counsel
Employed or Retained by a Public Body
Regarding Specific Legal Matters Requiring
the Provision of Legal Advice by Such Counsel

1. Sewer Agreement – Town of
Christiansburg – Pepper's Ferry Road

X. OUT OF CLOSED MEETING

XI. CERTIFICATION OF CLOSED MEETING

XII. ADJOURNMENT

TO: PSA Board of Directors
FROM: Robert C. (Bob) Fronk, PSA Director
DATE: February 27, 2009
SUBJECT: **AGENDA REPORT - PSA REGULAR MEETING – MARCH 2, 2009**

I. CALL TO ORDER

The Chair will call this meeting to order.

II. DETERMINATION OF QUORUM

The Chair will determine if a quorum is present.

III. PUBLIC ADDRESS SESSION

The Chair will ask if there are any comments from the public. Each person will be allowed five minutes to address the Board.

IV. CONSENT AGENDA

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated March 2, 2009.

V. OLD BUSINESS

**A. SUBJECT: APPROVE POLICY RELATING TO INSERTS
IN UTILITY BILL MAILINGS**

**R09-03-2
RESOLUTION APPROVING
UTILITY BILL MAILING INSERTS**

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby approves the following policy relating to inserts in PSA utility bill mailings:

Utility Bill Mailing Inserts Policy

Governmental agencies may place governmental related notices, flyers, surveys, etc. in the PSA utility (water & sewer) bill mailings provided the requesting agency pays all costs associated with printing, handling, postage, etc., including any additional billing costs incurred by the PSA for including the insert in the billing. The PSA Director shall approve all requests and items to be included in the utility bill mailings.

Payments for the estimated additional cost shall be made prior to the mailing, and refunds or bill for additional costs shall be made after receipt of the actual invoice for the mailing from the PSA Contractor performing such service.

ISSUE/PURPOSE:

To establish a policy that will apply to any and all agencies requesting inserts to be placed in PSA water/sewer bill mailings.

JUSTIFICATION:

At the February 2, 2009 PSA meeting, the Director discussed a request made by the Christiansburg Rescue Squad to place a flyer in the PSA utility bill mailings. The Board requested the Director prepare a policy for placing inserts in utility bill mailings.

VI. FINANCIAL REPORT

The financial report for period ending February 28, 2009 will be presented for review and discussion.

VII. DIRECTOR'S REPORT

The Director's report will be presented at this time. See Item 3.

VIII. AUTHORITY MEMBERS' REPORT

1. Member Muffo
2. Member Politis
3. Member Perkins
4. Member Brown
5. Member Marrs
6. Member Biggs
7. Member Creed

IX. INTO CLOSED MEETING

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority hereby enters into Closed Meeting for discussion of the following:

Section 2.2-3711

(1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body

1. Director's Evaluation

(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; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Such Counsel

1. Sewer Agreement – Town of Christiansburg – Pepper's Ferry Road

X. OUT OF CLOSED MEETING

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

XI. CERTIFICATION OF CLOSED MEETING

PROPOSED RESOLUTION:

WHEREAS, the Public Service Authority of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Public Service Authority does hereby agree, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the meeting to which this certification resolution applies; and (ii) only public business matters as were identified in the motion conveying the Closed Meeting were heard, discussed or considered by the Authority.

XII. ADJOURNMENT

PROPOSED RESOLUTION:

BE IT RESOLVED, that the Public Service Authority does hereby adjourn to the next meeting scheduled for April 6, 2009.

CONSENT AGENDA
March 2, 2009

A. APPROVAL OF MINUTES

**1. SUBJECT: APPROVAL OF MINUTES DATED
FEBRUARY 2, 2009**

ISSUE/PURPOSE: The above listed minutes are before the Board for approval. See Item 1.

B. EASEMENTS/DEEDS

**1. SUBJECT: RESOLUTION APPROVING DEED OF
EASEMENT – CMH HOMES, INC. –
SPRINGVIEW SUBDIVISION LOT 15**

**R09-03-1
RESOLUTION APPROVING
DEED OF EASEMENT – CMH HOMES, INC.
SPRINGVIEW SUBDIVISION LOT 15
PUBLIC WATERLINE EASEMENT**

PROPOSED RESOLUTION:

BE IT RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby agree to accept the proposed Deed of Easement from CMH Homes, Inc., conveying a 1420.01 square foot permanent, public water easement to the Montgomery County Public Service Authority for the purpose of locating a water line on property identified as Tax map No. 090-C 19 15 located in the Riner Magisterial District of the County of Montgomery. The Deed of Easement is hereby attached and made a part of this Resolution by reference.

BE IT FURTHER RESOLVED, that the Chair of the Montgomery County Public Service Authority is hereby authorized to sign the above referenced Deed of Easement for the purpose of acknowledging acceptance of the Easement on behalf of the Board of Directors of the Montgomery County Public Service Authority.

ISSUE/PURPOSE: Acceptance of public water easement for installation of waterline located on Springview Subdivision Lot 15, 1670 Blue Spruce Drive. See Item 2.

JUSTIFICATION: This water easement is necessary to proceed with waterline installation.