

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY, HELD ON THE 10th DAY OF JANUARY 2012, 7:00 P.M., MULTI-PURPOSE ROOM #1, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

PRESENT:	Gary Creed	-Chair
	Christopher Tuck	-Member
	Mary Biggs	-Secretary-Treasurer
	Annette Perkins	-Member
	James Politis	-Member
	William Brown	-Member
	Matthew Gabriele	-Member
	Robert C. Fronk	-PSA Director
	Karri Cridlin	-Secretary to PSA Board
	Marty McMahan	-County Attorney
	Craig Meadows	-County Administrator

CALL TO ORDER

Chair Creed called the meeting to order and determined that a quorum was present.

OATH OF OFFICE

Erica Williams, Clerk, Circuit Court, administered the Oath of Office to Mary Biggs, William Brown, Christopher Tuck, and Matthew Gabriele.

ELECTION OF OFFICERS

At this time the Chair was turned over to the PSA Director for the election of Chair

**R12-1-8
RESOLUTION APPROVING
ELECTION OF CHAIR**

On a motion by William Brown, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that Gary D. Creed be and hereby is, elected Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2013 or until the election of his successor.

The vote on the foregoing is as follows:

AYE

NAY

ABSENT

Annette Perkins
James Politis
William Brown
Mary Biggs
Gary Creed
Matthew Gabriele
Christopher Tuck

**R12-1-9
RESOLUTION APPROVING
ELECTION OF VICE CHAIR**

On a motion by Mary Biggs, seconded by James Politis, and carried; IT WAS RESOLVED, that William Brown be and hereby is, elected Vice Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2013, or until the election of his successor.

The vote on the foregoing is as follows:

AYE	NAY	ABSENT
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Annette Perkins
James Politis
William Brown
Mary Biggs
Gary Creed
Matthew Gabriele
Christopher Tuck

**R12-1-10
RESOLUTION APPROVING
ELECTION OF SECRETARY- TREASURER**

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, that Mary Biggs be and hereby is, elected Secretary-Treasurer of the Montgomery County Public Service Authority until term expiration date of February 17, 2013, or until the election of her successor.

The vote on the foregoing is as follows:

AYE	NAY	ABSENT
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Annette Perkins
James Politis
William Brown
Mary Biggs
Gary Creed
Matthew Gabriele
Christopher Tuck

PUBLIC ADDRESS SESSION

Ms. Bobby Simpkins appeared before the Board with concerns about high water usage at her address of 1774 Fire Tower Road. Ms. Simpkins stated after the change from hand read meters to electronic reading of meters her bills have increased. Mr. Creed stated that the Public Service Authority did have a rate increase in July and that could contribute to the increase she is experiencing. Ms. Simpkins stated that she would like the reading of the meters to be on a 30 day cycle, she feels this would give a more uniform billing amount.

CONSENT AGENDA

On a motion by William Brown, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated January 10, 2012.

The vote on the foregoing motion is as follows:

AYE NAY ABSENT

James Politis
Annette Perkins
William Brown
Mary Biggs
Gary Creed
Christopher Tuck
Matthew Gabriele

**APPROVAL OF MINUTES
DATED NOVEMBER 7, 2011**

On a motion by Annette Perkins, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated November 7, 2011.

**R12-01-3
RESOLUTION APPROVING NEW POSITION
FOR MAINTENANCE SUPERVISOR**

On a motion by James Politis, seconded by Mary Biggs, and carried; IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby approves the new position of Maintenance Supervisor; and the Director is authorized to fill the position.

The roll call vote on the foregoing motion is as follows:

James Politis	-Yes
Mary Biggs	-Yes
Gary Creed	-Yes
Annette Perkins	-Yes
Christopher Tuck	-Yes
Matthew Gabriele	-Yes
William Brown	-Absent During Vote

R12-1-4
RESOLUTION APPROVING MEMORANDUM AGREEMENT-
MONTGOMERY COUNTY PERSONNEL POLICIES

On a motion by James Politis, seconded by Mary Biggs, and carried; IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Supervisors, Public Service Authority Board of Directors, County Administrator and the Director of the Public Service Authority hereby approves the Memorandum of Agreement- Montgomery County Personnel Policies.

The vote on the forgoing motion is as follows:

AYE

NAY

ABSENT

Matthew Gabriele
James Politis
Annette Perkins
William Brown
Christopher Tuck
Mary Biggs
Gary Creed

R12-1-5
RESOLUTION APPROVING ON-CALL POLICY

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority hereby agree to approve the On-Call Policy for after hours and on weekends in order to respond to emergencies related to water and sewer services through a rotating basis among identified PSA employees.

The vote on the forgoing motion is as follows:

AYE

NAY

ABSENT

Matthew Gabriele
James Politis
Annette Perkins
William Brown
Christopher Tuck
Mary Biggs
Gary Creed

R12-1-6
RESOLUTION APPROVING EMPLOYEE INCENTIVE PROGRAM

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby approves the Employee Incentive Program- Bonus for Reduced Sick Leave Use.

The vote on the forgoing motion is as follows:

AYE

NAY

ABSENT

Matthew Gabriele
James Politis
Annette Perkins
William Brown
Christopher Tuck
Mary Biggs
Gary Creed

R12-1-7
RESOLUTION APPROVING EMPLOYEE LEAVE POLICY

On a motion by William Brown, seconded by Christopher Tuck, and carried; IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby approves the Employee Leave Policy excluding paragraph # 8.

The vote on the forgoing motion is as follows:

AYE

NAY

ABSENT

Matthew Gabriele
James Politis
Annette Perkins
William Brown
Christopher Tuck
Mary Biggs
Gary Creed

FINANCIAL REPORT

The financial report for period ending December 31, 2011, was presented for review and discussion.

DIRECTOR'S REPORT

1. The December 2011 report was presented for review and discussion.
2. Riner Well #3
Fenton Well Drilling completed the rehabilitation of Riner Well #3 on October 26, 2011. The well tests including water yield, bacteriological, chemical and radiological analyses were completed on November 16, 2011. The results of the yield test and all analyses indicated the well rehabilitation was successful. A request was submitted to the Virginia Department of Health (VDH) to return the well back into service on Friday December 16, 2011. We were notified that same day by VDH that we could place the well back into service.
The well was placed back into service on Monday December 19, 2011. The total cost of the well rehabilitation and testing was \$11,275. A claim for reimbursement has been turned into our insurance carrier for consideration.
3. Sewer Department Reorganization
In order to perform Inflow & Infiltration evaluations, systems repairs and other non-routine work, the Wastewater Manager set up a dedicated three-man work crew from sewer department operators. The crew will perform long-term critical projects that may not be properly completed without a dedicated crew. The crewmembers will continue to perform weekend sewage treatment plant duty in the usual rotation.
4. I81 Exit 109 Rest Area Sanitary Sewer
This sewer could possibly serve the proposed developments along Tyler Road on the south side of I81. VDOT was contacted to review the existing sanitary sewer crossing of I81 which serves the northbound I81 rest area at Exit 109. Past review of this sewer indicated that it has significant Inflow & Infiltration (I&I).
During August 2011, VDOT inspected the sewer using an internal close-circuit camera and provided a copy of the video to the PSA. Review of the video indicated that the sewer has areas needing work and several areas that need to be re-inspected using the internal close-circuit camera. We are currently coordinating the follow-up camera inspection and review of the sewer. We will review options relative to ownership of this sewer after VDOT completes the evaluation.
5. Prices Fork Water System Lead Violation
We have a Lead violation in the Prices Fork Water System based upon resample results received on Sept. 30, 2011. No other PSA water system is in violation. Additional samples were collected from all sites with sample results in excess of the limit and all resamples of these sites were below the Lead limit.
We received the official response (copy attached) from VDH on December 17, 2011 (dated 12/12/11) outlining the specific actions and deadlines. However, part of the documentation contained errors that required correction by VDH. We have received the corrected documents and distribution of the public education materials identified in number 3 of the official response has been delayed until March 6, 2012. We have already completed the sample collection identified in number 1 of the official response.
6. Auburn Schools Project
Preliminary site plans have been submitted for the new high school and proposed renovations to the existing high school. The preliminary plans included placement of 6 to 7 feet of fill material over an existing water main within the site which is a major supply line for the Riner Water System. We objected to the placement of the proposed fill because existing PSA equipment would be unable to excavate the proposed depth while meeting mandatory safety requirements. Current PSA equipment is able to safely reach the existing water main.
A mutual aid agreement with the Town of Christiansburg was proposed as a solution for this issue. The Town Manager confirmed by email that the Town would execute a mutual aid agreement to provide larger equipment capable of safely excavating the proposed deeper depth of the existing water main. The County Attorney is currently preparing the agreement document.

AUTHORITY MEMBERS' REPORT

- 1. Member Gabriele No Report
- 2. Member Politis No Report
- 3. Member Perkins Would like to monitor personnel policies
- 4. Member Brown Would like to thank employees for coming to meeting
- 5. Member Tuck Would like to thank employees for coming to meeting
- 6. Member Biggs Would like to thank employees for coming to meeting and their input
- 7. Member Creed Would like to thank employees for coming to meeting

INTO CLOSED MEETING **(In at 8:45 p.m.)**

On a motion by James Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enters into Closed Meeting for the 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. Personnel

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Matthew Gabriele		
Christopher Tuck		
James Politis		
Mary Biggs		
Annette Perkins		
William Brown		
Gary Creed		

OUT OF CLOSED MEETING (Out at 9:40 p.m)

On a motion by James Politis, seconded by Matthew Gabriele, and carried; IT WAS RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

The vote on the forgoing motion is as follows:

AYE NAY ABSENT

Christopher Tuck
James Politis
Annette Perkins
William Brown
Matthew Gabriele
Mary Biggs
Gary Creed

CERTIFICATION OF CLOSED MEETING

On a motion by James Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmation 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.

The vote on the foregoing motion is as follows:

AYE NAY ABSENT

Christopher Tuck
James Politis
Annette Perkins
William Brown
Matthew Gabriele
Mary Biggs
Gary Creed

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for February 6, 2012.