

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY, HELD ON THE 7TH DAY OF OCTOBER 2013, 7:00 P.M., MULTI PURPOSE ROOM #2, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

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

CALL TO ORDER

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

DELIGATION

Tom Powell with Atlantic Utilities gave a presentation on Hersey 420 Composite Water Meters that are used for customers. He demonstrated how they worked and the accuracy of the meters.

PUBLIC ADDRESS SESSION

There were no comments from the public

CONSENT AGENDA

On a motion by William Brown, seconded by Matthew Gabriele, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated October 07, 2013.

The vote on the foregoing motion is as follows:

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

R13-10-01
**STATE WATER CONTROL BOARD ENFORCEMENT ACTION ORDERED BY
CONSENT FOR RINER WASTEWATER TREATMENT PLANT**

On a motion by Mary Biggs, 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 accept and agree to the terms and conditions of the attached Consent Order issued by the Department of Environmental entitled “**STATE WATER CONTROL BOARD ENFORCEMENT ACTION-ORDERED BY CONSENT ISSUED TO THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY FOR RINER WASTEWATER TREATMENT PLANT VPDES Permit No. VA0024040**”.

BE IT FURTHER RESOLVED, By the Board of Directors that the Chair of the Montgomery County Public Service Authority Board of Directors is hereby authorized to execute the Consent Order issued by the Department of Environmental Quality entitled “**STATE WATER CONTROL BOARD ENFORCEMENT ACTION-ORDER BY CONSENT ISSUED TO THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY FOR RINER WASTEWATER TREATMENT PLANT VPDES Permit No. VA0024040**” agreeing on behalf of the Montgomery County Public Service Authority to the issuance of the Consent Order.

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

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

R13-10-02
REAPPROPRIATION OF PSA ENCUMBRANCES

ON A MOTION BY Mary Biggs, seconded by Christopher Tuck and carried; IT WAS RESOLVED, By the Board of Directors of the Montgomery County Public Service Authority that the Sewer Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2014, for the function and in the amount as follows:

571060	Motor Vehicles & Equipment	\$47,800
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The source of funds for the foregoing appropriation is as follows:

Revenue Account

451108	Retained Earnings	\$47,800
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Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2013.

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

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

R13-10-3
RESOLUTION APPROVING DEED OF EASEMENT
SAMUAL JOSEPH & BRENDA A KINZIE
PUBLIC WATER LINE EASEMENT

On a motion by Christopher Tuck, seconded by Matthew Gabriele, and carried; IT WAS 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 Samuel Joseph & Brenda A Kinzie for a perpetual RIGHT and EASEMENT, variable in width (twenty feet [20'] maximum), to construct, install, improve, operate, inspect, use, maintain, repair or replace a water line or lines and related improvements including slope(s), if applicable, together with the right of ingress and egress thereto from a public road, upon, over, under, and across a tract or parcel of land belonging to the Grantor, acquired by deed dated 12/04/2001, and recorded in the Clerk's Office and the Circuit Court of Montgomery County, Virginia, in Deed Book 1247, page 584 and designated on the Montgomery County Land Records as Tax Map No. 046-A-14A, 046-A-14C (the "Property"). The location of said easement is more particularly described on the plat attached hereto as "Exhibit A, entitled NEW PUBLIC WATER EASEMENT Being Granted to the Montgomery County Public Service Authority by OWNER 1 & OWNER 2" and by this reference made a part hereof (the "Plat").

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.

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

AYE

Gary Creed
Matthew Gabriele
Mary Biggs
Christopher Tuck
William Brown

NAY

ABSENT

Annette Perkins
James Politis

FINANCIAL REPORT

The financial report for period ending September 30, 2013, was presented for review and discussion.

DIRECTOR'S REPORT

1. Monthly Activities Report
The September report was presented for review
2. Warm Hearth Water Main Extension Project
The bid opening for the Warm Hearth water main extension project was held August 16, 2013 and the contract was awarded September 5, 2013 to local contractor JC Martin for \$114,422. This project was included in the Joinder. The project time of 120 days started with issuance of the Notice to Proceed on September 17, 2013.
3. PSA Wastewater Section Operations
The PSA Wastewater Manager proposed a new operating procedure for the wastewater section. Previously, 3 operators were assigned to each of the three wastewater treatment plants (WWTP) with work assignments mainly for their assigned WWTP. The new operating procedure will have the 3 operators-in-charge perform all daily operations at their assigned WWTP and all other staff work assignments issued by the Wastewater Manager. The goal is to operate the wastewater section as a whole rather than as 3 individual WWTP's. Rotating weekend assignments will continue equally among the entire staff.
4. NRV Regional Water Authority Wastewater Discharge Request

As part of the buy-in under the Joinder Agreement, the NRV Regional Water Authority (WA) was provided a sewer connection to discharge 24,000 gallons per day (gpd) of sludge dewatering filtrate. We met with WA staff and consultant on September 18, 2013 relative to this discharge.

The WA consultant has requested that the volume of discharge be increased to 40,000 gpd. We asked for and are awaiting additional information relative to this report.

5. **PSA Water System Permit Modifications due to Joinder**
Water Authority, PSA staff and Virginia Department of Health (VDH) staff met on July 18, 2013 to review modifications to the existing water system permits due to Joinder requirements. We requested VDH consider combining the numerous PSA permits into a single permit once all are connected to the Water Authority. This request is still under review by VDH.
6. **New Maintenance Crew Hire**
We advertised for a Maintenance Worker on September 1, and 8, 2013 to fill a vacant position. Interviews were held on September 26, 2013. Brandon Smith was hired and started September 30, 2013.
7. **OSHA Inspection of Elliston Wastewater Treatment Plant (WWTP)**
On August 27, 2013, OSHA performed a site inspection of the Elliston WWTP. Three items were found which require correction by October 31, 2013 (report attached). Citation 1 Item 1 addressed wastewater splashing onto stairs leading to the aeration tanks that has been corrected by installation of splash guards and regular cleaning of the stairs. Citation 1 Item 1b identified issues with a wooden shed floor that has been replaced with a new shed on a concrete pad. Citation 2 Item 1 required hazardous chemical labeling of the liquid alum storage tank which has since been placed. Verification of the items will be complied and submitted to OSHA the week of October 7, 2013.
8. **Water Meter Plan for Joinder**
Water Authority, Town of Christiansburg and PSA staff members held several meetings to plan and implement water metering procedures and bulk meter installations required for the Joinder. The new meter reading and billing procedures have begun. We are continuing to coordinate with the other members to identify and work through any issues that arise. The first billing to the new PSA customers who were previously Town customers will occur in October 2013.
9. **Sanitary Sewer Force Main Upgrade from Rt. 603 Road Improvements**
Sections of the 4-inch sanitary sewer force main (SSFM) totaling 4,063 feet are planned for relocation as part of the proposed Rt. 603 (North Fork Road) improvements. VDOT will pay for the replacement of the existing 4-inch SSFM, but requires the PSA to pay \$22,215 to increase the SSFM to 6-inch. The project is scheduled to be advertised in January 2014 and payment for the pipe increase would be due in the spring of 2014. Increasing the SSFM to 6-inch is not required for current operations, but would be advisable for the expected developments at I81 Exit 128.
10. **Water Meter Operations**
We recently performed a water meter evaluation due to customer concerns with meter accuracy. Extensive evaluation of the meter and usage reports indicated the meter is accurate.
We received these types of customer inquiries on a regular basis. We have found leaks at the water meter connections which the PSA would write off. To date, we have not found a single water meter to read higher than actual usage. Usually the issue is a leak or customer usage that was overlooked as our billing is sent out about 25 days after the end of the 30 day reading period.

AUTHORITY MEMBERS' REPORT

Member Gabriele- No Report
Member Politis- Absent
Member Perkins- Absent
Member Brown- No Report
Member Tuck - No Report
Member Biggs- No Report
Member Creed- No Report

INTO CLOSED MEETING

(IN 7:50 PM)

On a motion by Mary Biggs, seconded by Christopher Tuck, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enter 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
William Brown		Annette Perkins
Mary Biggs		James Politis
Gary Creed		
Christopher Tuck		
Matthew Gabriele		

OUT OF CLOSED MEETING

(OUT 8:15 PM)

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

The vote on the foregoing motion is as follows:

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

CERTIFICATION OF CLOSED MEETING

WHEREAS, The Montgomery County Public Service Authority 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 Montgomery County Public Service Authority hereby certifies 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 closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion conveying the closed meeting were heard, discussed or considered by the Board.

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for November 4, 2013.