

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE
AUTHORITY, HELD ON THE 3rd DAY OF FEBRUARY 2014, 7:00 P.M., BOARD ROOM,
MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:**

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

CALL TO ORDER

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

PUBLIC ADDRESS SESSION

There were no comments from the public

CONSENT AGENDA

On a motion by Matthew Gabriele, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated February 03, 2014.

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

AYE	NAY	ABSENT
Gary Creed		Annette Perkins
William Brown		Christopher Tuck
Mary Biggs		
Matthew Gabriele		
Todd King		

ELECTION OF OFFICERS

**R14-02-02
RESOLUTION APPROVING
ELECTION OF CHAIR**

On a motion by Mary Biggs, seconded by Matthew Gabriele, and carried; IT WAS RESOLVED, that William Brown by hereby is, elected Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2015, or until the election of his successor.

The vote on the foregoing motion is as follows:

YES	NO	ABSENT
Gary Creed		Annette Perkins
Todd King		Christopher Tuck
Mary Biggs		
William Brown		
Matthew Gabriele		

**R14-02-03
RESOLUTION APPROVING
ELECTION OF VICE CHAIR**

On a motion by Matthew Gabriele, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that Christopher Tuck be and hereby is, elected Vice Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2015, or until the election of his successor.

The vote on the foregoing motion is as follows:

AYE	NO	ABSENT
Gary Creed		Annette Perkins
Todd King		Christopher Tuck
Mary Biggs		
William Brown		
Matthew Gabriele		

**R14-02-04
RESOLUTION APPROVING
ELECTION OF SECRETARY-TREASURER**

On a motion by Matthew Gabriele, seconded by William Brown, 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, 2015, or until election of her successor.

The vote on the foregoing motion is as follows:

YES	NO	ABSENT
Gary Creed		Annette Perkins
Todd King		Christopher Tuck
Mary Biggs		
William Brown		
Matthew Gabriele		

R14-01-01
RESOLUTION APPROVING EMPLOYEE INCENTIVE PROGRAM

On a motion by Gary Creed, seconded by Todd King, and carried; IT WAS RESOLVED, That the Public Service Authority hereby approves Employee Incentive Program- Bonus for Reduced Sick Leave Use.

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

AYE

Mary Biggs
Todd King
Gary Creed
Matthew Gabriele
William Brown

NAY

ABSENT

Annette Perkins
Christopher Tuck

FINANCIAL REPORT

The financial report for period ending January 31, 2014, was presented for review and discussion.

DIRECTOR'S REPORT

1. Monthly Activities Report
The January 2014 report was presented for review and discussion
2. Warm Hearth Water Main Extension
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 involves installation of about 1,400 feet of 8" pipe, 2 water main connections, and a bulk meter. The project time of 120 days started with issuance of the Notice to Proceed on September 17, 2013. The contractor started work in November and completed the installation in December. Final testing and project closeout was completed January 23, 2014.
3. 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 have met several times with WA staff and their consultant relative to this discharge which they hope to initiate during the spring of 2014. The WA consultant requested that the volume be increased to 40,000 gpd.
A draft discharge permit is being developed in association with the BVPI Sanitation Authority as the discharge will be received and treated at the facility. We expect to meet with WA staff in February 2014 to review the draft discharge permit.
4. PSA Water System Permit Modifications due to Joinder
PSA staff and Virginia Department of Health (VDH) staff met December 18, 2013 to review modifications to the Prices Fork water system permits due to requirements of the Joinder. VDH indicated the PSA would need to update the hydraulic model of the Prices Fork water system using the new point of supply from the Water Authority along Hightop Road. The updated hydraulic model was submitted to VDH in January 2014. We hope to get the revised permit in February 2014.
5. FY15 Budget
Preparation has begun on the FY15 budget using preliminary information. We expect to compile additional data during February and have a preliminary budget for review during the March 2014 PSA Board Meeting.
6. Water Meter Plan for Joinder
Water Authority, Town of Blacksburg, 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 are underway and we continue to identify and work through issues that arise.

The new bulk meters required for the Prices fork and Shawsville/Elliston systems were scheduled for installation in January, but were delayed due to weather till February 2014.

7. Banking Services Contract

The current banking service contract for the County and PSA that will expire in May 2014 has been re-bid. The current contract did not include cost to the PSA for processing of customer credit card payments. All of the new bids include processing charges for the customer credit card payments. We will need to evaluate how to cover these charges and/or pass them along to credit card users.

8. 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. We committed to upgrading the size of the sewer force main being relocated by VDOT during the January 2014 PSA Meeting. VDOT staff expected to bid the project in January, but were delayed due to issues with "environmental permits". The project is scheduled for advertisement on February 11, 2014 and "letting" on March 26, 2014.

AUTHORITY MEMBERS' REPORT

Member Gabriele- No Report

Member Politis- No Report

Member Perkins- Absent

Member Brown- No Report

Member Tuck - No Report

Member Biggs- Thanked the Board for their support for Secretary/Treasurer

Member Creed- No Report

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for March 3, 2014.