

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY, HELD ON THE 1st DAY OF FEBRUARY 2016, 7:00 P.M., MULTI PURPOSE ROOM #2, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

PRESENT:

Todd King	-Chair
April DeMotts	-Vice Chair
Mary Biggs	-Secretary-Treasurer
Annette Perkins	-Member
Gary Creed	-Member
Darrell Sheppard	-Member
Robert C. Fronk	-PSA Director
Dawn Baker	-PSA Board Secretary
Craig Meadows	-County Administrator
Marty McMahan	-County Attorney
Steve Howard	-Planning Commission

ABSENT:

CALL TO ORDER

PSA Director Bob Fronk called the meeting to order and determined that a quorum was present.

**R16-02-01
RESOLUTION APPROVING
ELECTION OF CHAIR**

On a motion by Chris Tuck, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that Todd King by hereby is, elected Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2017, or until the election of his successor.

The vote on the foregoing motion is as follows:

AYE	NO	ABSENT
Mary Biggs		
Gary Creed		
April DeMotts		
Darrell Sheppard		

**R16-02-02
RESOLUTION APPROVING
ELECTION OF VICE CHAIR**

On a motion by Annette Perkins, seconded by Darrell Sheppard, and carried; IT WAS RESOLVED, that April DeMotts be and hereby is, elected Vice Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2017, or until the election of his successor.

The vote on the foregoing motion is as follows:

AYE	NO	ABSENT
Mary Biggs		
Gary Creed		
Todd King		
Christopher Tuck		

**R16-02-03
RESOLUTION APPROVING
ELECTION OF SECRETARY-TREASURER**

On a motion by April DeMotts, seconded by Annette Perkins, 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, 2017, or until election of her successor.

The vote on the foregoing motion is as follows:

AYE	NO	ABSENT
Gary Creed		
Todd King		
Darrell Sheppard		
Christopher Tuck		

PUBLIC ADDRESS SESSION

No one in attendance

CONSENT AGENDA

On a motion by Gary Creed, seconded by Todd King, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated January 4, 2016.

The vote on the foregoing motion is as follows:

AYE	NAY
Mary Biggs	
April DeMotts	
Annette Perkins	
Darrell Sheppard	
Christopher Tuck	

**R16-02-04
RESOLUTION APPROVING EMPLOYEE INCENTIVE PROGRAM**

On a motion by Todd King, seconded by Annette Perkins, 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	NAY	ABSENT
Mary Biggs		Matthew Gabriele
Gary Creed		
April DeMotts		
Darrell Sheppard		
Christopher Tuck		

**R16-02-05
RESOLUTION APPROVING ELLISTON-LAFAYETTE ELEMENTARY SCHOOL WATER
MAIN BREAKS SETTLEMENT AGREEMENT**

On a motion by Gary Creed, seconded by Darrell Sheppard, and carried; IT WAS RESOLVED, That the Public Service Authority hereby approves the Elliston-Lafayette Elementary School Water Main Breaks Settlement Agreement

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

AYE	NAY	ABSENT
Mary Biggs		Matthew Gabriele
April DeMotts		
Todd King		
Annette Perkins		
Christopher Tuck		

DIRECTOR'S REPORT

1. Monthly Activities Report

The January 2016 report is attached for review.

2. New Maintenance Crew Hires

We advertised for Utility Operators the Roanoke Times NRV Section December 20 and 27, 2015 with a closing date of January 1, 2016. We interviewed 7 candidates January 7, 2016 and hired Jordan Custer and Dylan Anders, both of whom started January 25, 2016.

We received a resignation January 14, 2016 from Utility Operator 2 DJ Farmer, who accepted a higher paying operator position with the Radford Arsenal. We were able to hire another of the candidates from the interviews, Steven McKittrick with a tentative start date of February 1, 2016.

3. Sewer Facility Fee Exemption

A property owner from Lafayette requested service from the public sewer system adjoining their property. This person, who is a disabled veteran identified that he was exempt from paying property taxes and requested like consideration towards the sewer fees. Upon review, it was determined that he was exempted from paying the facility fee per PSA Water and Sewer Regulations Section E. 2. (h). ii. However, the sewer connection fee will be required per the regulations. To everyone's knowledge, this is the first application of this provision.

4. Plum Creek Water Breaks

We experienced 2 water main breaks along Radford Road in Plum Creek during the evenings of Wednesday January 20 and Sunday January 24, 2016. On both, the service saddles deteriorated to failure causing the breaks. Repairs were completed the next day for both. An estimated 100,000 gallons of water was lost due to the January 20, 2016 break while an estimated 50,000 gallons of water was lost due to the January 24, 2016 break.

5. Riner Water Main Upgrade in VDOT Rt. 8 Road Improvement Project

Sections of existing 6-inch water main totaling 748 feet are planned for relocation as part of the proposed VDOT Rt. 8 (Riner Road & Union Valley Road) improvement project. We requested cost information during the project plan review process for upgrading the existing 6-inch water main being relocated. VDOT's consultant engineer provided preliminary cost information (+/- \$5,000) for increasing the pipe to 8-inch with final cost estimate expected after completion of the project plans. A request for funds for this upgrade will be made once the cost estimate is finalized. The project is tentatively scheduled to start in late 2016.

6. Bethel Water Main Breaks

We experienced two 12-inch water main breaks in the Bethel system during the early morning of January 20, 2016 which drained the entire water system of approximately 500,000 gallons. We were first made aware of the issue from customers without water about 4:00 am. We were able to valve off a limited section of the water system about 5:30 am to work the break, but this section included the Radford Carilion Hospital. We refilled the water storage tanks throughout the day (full at 6:00 pm) while providing water service to the remaining portion of the system.

The repair of these breaks proved extremely challenging due to delayed "Miss Utility" locations, conflict with other utilities, and misalignment of the original installations, equipment failure, and repair material failures, unavailability of additional repair materials, extreme cold, snow, and traffic. Early on, we activated a contractor with equipment to assist with repairs. We were able to make temporary repairs with a slight water leak and restored water service about 9:00 pm. Staff demonstrated considerable resourcefulness and dedication during the repairs while facing considerable adversity.

We were in communication with hospital staff throughout the day with status reports. The hospital staff started hauling water in the afternoon from another part of the Bethel water system to their water system.

We are acquiring additional repair materials and plan to make permanent repairs the week of February 1, 2016.

7. Adverse Weather Preparations

Senior PSA staff evaluated system risks due to cold and deep snow and implemented plans accordingly for the snow event of January 22 and 23, 2016. We moved critical equipment to locations for ready access and placed essential staff on-call with take-home 4-wheel drive vehicles. We experienced limited issues during the adverse weather event.

8. Flint Michigan Water Issue

The Director plans to attend a presentation Thursday January 28, 2016 by Virginia Tech researchers relative to the water quality issues in Flint Michigan to obtain background information on this issue for discussion during the February 2016 PSA Meeting.

AUTHORITY MEMBERS' REPORT

Chair King- No Report
Vice Chair DeMotts – No Report
Secretary Biggs – No Report
Member Perkins- No Report
Member Creed – No Report
Member Sheppard - No Report
Member Tuck - No Report

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for March 7, 2016.

ATTEST: _____
SECRETARY/TREASURER