

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY, HELD ON THE 7TH DAY OF FEBRUARY 2011, 7:00 P.M., COUNTY ADMINISTRATION CONFERENCE ROOM, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

PRESENT:	Gary Creed	-Chair
	James Politis	-Vice Chair
	Mary Biggs	-Secretary-Treasurer
	Annette Perkins	-Member
	William Brown	-Member
	John Muffo	-Member
	Doug Marrs	-Member
	Robert C. Fronk	-PSA Director
	Linda Pendleton	-Secretary to PSA Board
	Craig Meadows	-County Administrator
	Marty McMahan	-County Attorney
	Malvin Wells	-Planning Commission

CALL TO ORDER

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

ELECTION OF OFFICERS

**R-11-02-1
RESOLUTION APPROVING
ELECTION OF CHAIR**

On a motion by James Politis, seconded by William Brown, 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, 2012, or until the election of his successor.

The roll call vote on the foregoing is as follows:

John Muffo	-Yes
Annette Perkins	-Yes
James Politis	-Yes
William Brown	-Yes
Doug Marrs	-Yes
Mary Biggs	-Yes
Gary Creed	-Yes

**R11-02-2
RESOLUTION APPROVING
ELECTION OF VICE CHAIR**

On a motion by Mary Biggs, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that John A. Muffo be and hereby is, elected Vice Chair of the Montgomery County Public Service Authority until term expiration date of February 17, 2012, or until the election of his successor.

The roll call vote on the foregoing is as follows:

John Muffo	-Yes
Annette Perkins	-Yes
James Politis	-Yes
William Brown	-Yes
Doug Marrs	-Yes
Mary Biggs	-Yes
Gary Creed	-Yes

**R11-02-3
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, 2012, or until the election of her successor.

The roll call vote on the foregoing is as follows:

John Muffo	-Yes
Annette Perkins	-Yes
James Politis	-Yes
William Brown	-Yes
Doug Marrs	-Yes
Mary Biggs	-Yes
Gary Creed	-Yes

PUBLIC ADDRESS SESSION

Mr. Wayne Clarke appeared before the Board with concerns about high water usage for property that he purchased on Roanoke Road in Elliston, formerly Wilson's Restaurant. He has three meters on this property. Back in April he requested that three meters be put in. He rented the house, and the tenant came in and signed up for water service. Mr. Clarke received a bill for usage for the old restaurant for over a half million gallons of water. He said that he did not turn the water on and did not call to have the water turned on, and he has no idea where the water went. He did state that he would be glad to pay for water that he requested and used, but he had never requested water for this particular restaurant and he felt that he should not be responsible for paying this bill.

After Mr. Clarke addressed the Board, it was the consensus of the Board to give Mr. Clarke an adjustment based on the PSA adjustment policy. The Board also instructed the Director to have the meter to the restaurant physically removed. When Mr. Clarke is ready to have the meter installed again, he will not be charged any fees. The Director was instructed to write Mr. Clarke a letter outlining the Board's decision.

CONSENT AGENDA

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated February 7, 2011.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Annette Perkins		
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

**APPROVAL OF MINUTES
DATED JANUARY 3, 2011**

On a motion by William Brown, seconded by James Politis, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated January 3, 2011.

RINER SEWAGE TREATMENT PLANT ULTRAVIOLET LIGHT DISINFECTION SYSTEM REPLACEMENT

**R11-02-4
RESOLUTION AUTHORIZING DIRECTOR TO PROCEED WITH
RINER SEWAGE TREATMENT PLANT ULTRAVIOLET LIGHT
DISINFECTION SYSTEM REPLACEMENT**

On a motion by James Politis, seconded by Doug Marrs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby authorizes the Director to negotiate with Kappe Associates for the proposed Ultraviolet Light Disinfection System Replacement at the Riner Sewage Treatment Plant, in an amount not to exceed \$29,288.00, payable over fifteen months at \$1,851.17 per month.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Annette Perkins		
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

INCLUSION OF PSA POSITIONS INTO MONTGOMERY COUNTY CLASSIFICATION & PAY PLAN

**R11-02-5
RESOLUTION AUTHORIZING PSA DIRECTOR TO
REQUEST BOARD OF SUPERVISORS TO INCLUDE LIST
OF PSA APPROVED POSITIONS IN THE CLASSIFICATION AND PAY PLAN
FOR THE FY 12 BUDGET YEAR**

On a motion by James Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby authorizes the PSA Director to forward the FY 10-11 Montgomery County Public Service Authority Approved Pay Plan to the Board of Supervisors for inclusion in the Classification and Pay Plan for the FY 12 Budget.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
Annette Perkins		
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

FINANCIAL REPORT

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

DIRECTOR'S REPORT

The Director's Report included the following items:

1. Monthly Activities Report
The January 2011 report was presented for review and discussion.
2. Refinancing of PSA Debt
In response to an e-mail inquiry Davenport responded: *"unfortunately the market has continued to move away from us in January. As you might have seen in the news there has been some talk about possible bankruptcies in the municipal bond world. This has scared some away from the market and this lack of demand has led to rates higher than they were at the end of December (which were higher than rates at the end of November). We will keep an eye on things and let you know if the rates get back down to levels that make sense."*
3. Fiscal Year 2010 Financial Report
The Fiscal Year 2010 Financial Report was presented for review and discussion.
4. Customer Damage Claim and Warrant in Debt
Curtis Linkous, 1531 Oilwell Road, made a claim that the PSA did not close the water meter lid during reading operations which resulted in damage to his lawn mower. The original complaint for \$185.00 was turned into our insurance provider, VACo, who after review, denied the claim. Mr. Linkous filed a Warrant in Debt claim for a total of \$241.00 (\$56.00 court cost added) with the preliminary hearing date held October 7, 2010. VACo assigned an attorney to defend the PSA in this claim.
The trial was held on January 21, 2011 and the Judge, after hearing Mr. Linkous' bill of particulars, dismissed under the condition that the PSA has sovereign immunity.
5. Customer Complaint
The Director presented a receipt with written complaint received from Ronald Vaughn, 3851 Mud Pike. Mr. Vaughn recently had a high water bill/water leak that he claimed was an issue with the water meter that was resolved by tapping the water meter box. Mr. Vaughn also made a request to adjust the water meter box. Upon field review, the issue with the water meter box appears to be the result of recent work done by Mr. Vaughn's contractor. A letter (copy attached) was sent to Mr. Vaughn to document the situation.
6. New utility Operators
Interviews were held on January 21, 2011 for the two Utility Operator positions in the wastewater section. The top two candidates were offered the position and both accepted. Mr. Benjamin Sharp started on January 24, 2011 and Mr. Donald Hodge will start on February 7, 2011.

7. **Water Leak at 10443 Roanoke Road**

A large water leak of 572,340 gallons occurred at this account between November 2, 2010 and December 14, 2010. This account serves the former Wilson's Restaurant and an adjacent garage. The owner requested installation of the water meter for this account in April 2010. There are three accounts and water meters on this and an adjoining property that are all owned by the same customer. The adjoining property has an abandoned trailer (10461 Roanoke Road) and a house (10453 Roanoke Road). The house was rented with the tenant signing up on the account on October 28, 2010. The former restaurant has the water supply stubbed up and capped in the building corner and the water line into garage is only into a bathroom. During a site visit on January 18, 2011, the Director turned the former restaurant meter on and noted a steady flow of water through the meter and that no water appeared to flow into the former restaurant or garage indicating that the leak is between the meter and the buildings.

The water supply to the house was turned on by the PSA crew on October 28, 2010 after the tenant initiated the account. The house developed a water leak and the meter was requested to be turned off on November 1, 2010 to repair the leak. The water was turned off that day by the PSA meter reader. All PSA employees deny receiving a request to turn the meter back on and all are adamant that they did not turn the water meter back on to the house after repairs by the plumber. A summary of account activities was presented.

The meters on these properties were read by the mobile (remote) equipment on November 2, 2010 and no consumption was recorded for the former restaurant. Based upon the actual water meter readings from December 1 (meter reading) to December 14 (turned off due to high usage from November 2 to December 1 meter readings), the water meter to the former restaurant was initially turned on November 3, 2010. The Director presented a copy of the meter reading sheet. Also, from the meter readings, the water was turned back on between December 14, 2010 and January 13, 2011 and flowed another 13,090 gallons.

It appears that the water meter to the former restaurant may have been turned on when the meter to the house was turned back on after repairs were done by the plumber. Under PSA Regulations, this account is eligible for a water leak adjustment (at PSA's purchase rate) and waiving of the sewer charges. With the leak adjustment and waiving of the sewer charges, the total bill would be about \$1,155.
8. **PSA Position Advertisement**

On January 26, January 30 and February 6, 2011, advertisements were placed in the Current Section of the Roanoke Times for the Senior Program Assistant position. This position will be vacated due to the May 31, 2011 retirement of Linda Pendleton. The period to receive applications will end February 11, 2011. It is hoped that the PSA will be able to hire a person and have them start sometime in March 2011 so that they can train with Linda for several months prior to her retirement.
9. **Blacksburg-VPI Sanitation Authority Billing Procedures**

The Blacksburg-VPI Sanitation Authority has decided to revise its' billing procedures to utilize recently installed sewer meters for billing purposes starting July 2011. Previously, sewer billing for the two members was based upon bulk water meter readings while the PSA was billed based upon actual sewer meters.
10. **Oilwell Road Water Line Break**

On January 13, 2011, PSA staff discovered a water main break along Oilwell Road in the Merrimac area. A split had developed in the 8-inch diameter water main that was repaired using a repair clamp. It appears that about 100,000 gallons of water may have been lost due to this water main break.

Unfortunately, this water break caused one of the two 7.5 horsepower pumps supplying this system to fail. The on-the-shelf backup pump also failed upon installation. Both pumps were sent to the PSA pump repair shop for rebuilding.

The first pump was returned on Thursday, January 20, 2011 and immediately installed. Upon start-up, it developed a loud noise which was assumed to be a motor bearing problem and was removed and again returned to the repair shop. On Friday, January 21, 2011, the PSA received and installed the second rebuilt pump, which has been properly operating.

The PSA pump repair shop indicated that this style of pump (single-phase electric) in a damp environment should only be rebuilt once and then replaced with a new pump.

11. Christiansburg Water and Sewer Agreements

The water and sewer agreements between the PSA and Town of Christiansburg were approved by the Town on January 4, 2011. Executed copies have been received.

AUTHORITY MEMBERS' REPORT

There were no reports from members of the Authority.

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for March 7, 2011.