

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE
AUTHORITY, HELD ON THE 7th DAY OF APRIL 2014, 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
	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 McMahan	-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 Christopher Tuck, seconded by Gary Creed, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated April 07, 2014.

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

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

R14-04-01
RESOLUTION APPROVING
2015 PRELIMINARY CAPITAL IMPROVEMENT PROJECT LIST

On a motion by Gary Creed, Seconded by Christopher Tuck, and carried; IT WAS RESOLVED, by the Montgomery County Public Service Authority, that the Board of Directors hereby approve the FY2015 Preliminary Capital Improvement Project List in the amount of \$237,000.

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

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

R1-04-02
RESOLUTION APPROVING
PSA FY2014- 2015 BUDGET

On a motion by Gary Creed, seconded by Christopher Tuck, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approved the annual budget for FY 2014-2015, in the total amount of \$3,544,741 – (\$2,018,888 Water & \$1,525,853 Sewer); and, that the Director is hereby authorized to utilize the budget as an official document of the Authority to become effective July 1, 2014.

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

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

FINANCIAL REPORT

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

DIRECTOR'S REPORT

1. Monthly Activities Report
The March 2014 report was presented for discussion
2. March 2014 Water Breaks
We suffered 2 water main breaks on March 23 and 25, 2014. On Sunday morning March 23, 2014 we repaired a 2" hole in a 6" diameter ductile iron pipe along Mockingbird Drive in the Montgomery Farms section of Prices Fork. On Tuesday night March 25, 2014 we repaired a broken service line connection on a 6" diameter plastic pipe along Gantt Drive in Plum Creek.
3. Prices Fork Water System Supply
The switchover of water supply from RAAP to NRV Regional Water Authority for the Prices Fork water system was done March 17, 2014. This switchover followed the procedure used during the previous wintertime switchovers when RAAP was unable to provide adequate water supply. Customers were notified of the change by a March 13,

2014 webpage notice, March 16, 2014 newspaper story, March 17, 2014 Channel 10 (WSLS) news story and notice mailed along with the March 15, 2014 customer water bills. We notified the RAAP Operator, BAE Systems of the switchover and sent a notice terminating the Purchase Agreement on March 31, 2014.

4. Virginia Department of Health Planning Grant Application

The Virginia Department of Health (VDH) Planning Grant Application approved during the March 3, 2014 PSA meeting was prepared by Anderson and Associates (A&A) and mailed by overnight service on March 27, 2014. If successful in receiving the \$50,000 grant, A&A will prepare a preliminary engineering report (PER) for the water system interconnection projects required by the Joinder. The PER may be used to apply for USDA Rural Development and/or other agencies project funding. It is expected that VDH will notify the successful applicants of grant awards within 4 months.

5. Banking Services Contract

The current banking service contract for the county and PSA expires in May 2014 has been re-bid. Bid submissions were received in December 2013 and initial reviews were held Thursday February 27, 2014 with 2 of the banks. Negotiations were completed in March 2014 and a new contract finalized.

The previous contract did not include charges to the PSA for processing customer credit card payments. The new contract includes processing charges for customer credit card payments. We have finalized a contract with Paymentus that allows customers to make credit card, debit card and electronic check payments for water/sewer bills by telephone or internet. A \$2.50 charge would be applied for each customer payments of up to \$150.00. Larger payments of facility fees and commercial charges will be charged \$24.95 for each payment of \$1,000.

6. Riner Wastewater Treatment Plant (WWTP)

We have had several operational issues at the Riner WWTP over the past few months. In February we had a Total Kjeldahl Nitrogen (TKN) permit exceedance. In March, we had a limited solids release and a Zinc permit exceedance. These issues were carefully evaluated to determine cause and appropriate action. All identified corrective actions were implemented.

7. Position Advertisement

On March 17, 2014, Travis Weddle, Wastewater Operator tendered his resignation effective March 31, 2014. Mr. Weddle is taking a wastewater operator position at Peppers Ferry Regional Wastewater Authority. John Custer, Maintenance Equipment Operator also tendered his resignation effective April 24, 2014 to take a position with VDOT. Advertisements for a wastewater operator were run on March 23, and 30, 2014 which we will use to select candidates for both positions. We plan to conduct interview so we can fill these positions as soon as possible.

AUTHORITY MEMBERS' REPORT

Member Gabriele- No Report

Member King- No Report

Member Perkins- Absent

Member Creed - No Report

Member Biggs- No Report

Member Tuck - No Report

Member Brown - No Report

INTO CLOSED MEETING

(IN 8:02 PM)

On a motion by Matthew Gabriele, seconded by Todd King, 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		
Gary Creed		
Christopher Tuck		
Matthew Gabriele		
Todd King		

OUT OF CLOSED MEETING

(OUT 8:15 PM)

On a motion by Christopher Tuck, 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 foregoing motion is as follows:

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

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 May 5, 2014.