

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY, HELD ON THE 4TH DAY OF AUGUST 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
	Annette Perkins	-Member
	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

ABSENT:

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 Christopher Tuck, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated August 04, 2014.

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

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

R07-01-14
INSTALLMENT PAYMENT PLAN REQUEST

On a motion by Todd King, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the installment payment plan request for refund in the amount of \$1,546.83 for Opal Alley, 4980 Roanoke Road, Christiansburg Virginia. This payment plan was executed on January 30, 2013 by Promissory Note and Deed of Trust for water service.

The Public Service Authority will refund the principle amount less the 10% administrative fee under the following conditions:

1. The mobile home on the property must be removed
2. Any installed piping to the mobile home must be removed
3. PSA staff will need to inspect and confirm mobile home and piping removal prior to issuing a refund
4. All conditions identified herein must be completed within four months (December 5, 2014).
5. No additional monthly payments will be required
6. The 10% administrative fee portion of the payments (\$171.87) will be used to offset administrative and court-recording costs incurred by the PSA to issue and rescind the payment plan option
7. The refund amount would be \$1,546.83. Payment would not be made until items 1,2 and 3 Above are complete
8. Any future water connections shall require full payment of facility fees.

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

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

FINANCIAL REPORT

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

DIRECTOR'S REPORT

1. Monthly Activities Report
The July 2014 report was presented for review
2. North fork Road (Rt. 603) Highway Project
The Virginia Department of Transportation (VDOT) Rt. 603 highway project bid opening was held April 23, 2014 and work started June 30, 2014. The low bidder was Faulconer Construction Company. The PSA Board approved funding to increase the sewer force main pipe size in the VDOT project during the January 6, 2014 PSA Meeting. The PSA Director negotiated with the contractor to increase the sewer force main pipe size in the Rt. 603 project within the approved budget.
3. Water Breaks/Pipe Failures at Elliston-Lafayette Elementary School
We experienced three water breaks on the 8" PVC pipe main to the new Elliston-Lafayette Elementary School on June 16, June 20 and July1, 2014. There have been at least five pipe failures of the same nature on the 8" PVC pipe main serving the new Elliston-Lafayette Elementary School. The pipe failures were all straight-line splits in the "bell" end of the pipe. We kept damage pipe joint sections from the last 2 breaks and sent one to the pipe manufacturer for evaluation. The pipe manufacturer's report states the pipe failures are the result of improper installation

and “additional joints are susceptible to similar stress induced failures.” We have contacted the certifying engineer and project inspector for additional information.

4. Auburn High School Wastewater Discharge
One of the conditions to release final certificate of occupancy (CO) for the new high school was collection and analysis of wastewater samples. Two samples were collected from the school and analyzed for parameters of concern at the Riner Wastewater Treatment Plant (WWTP). Both sample results for Total Kjeldahl Nitrogen (TKN) were magnitudes greater than the DEQ permit limits for the Riner WWTP. This is a significant concern as the school discharges comprises about one-half of the total flow to the WWTP. We plan to collect additional TKN samples after the start of the new school year for further evaluation.
5. Capital Improvements Projects
The PSA BOD approved the proposed FY15 Capital Improvement Projects (CIP) during the April 7, 2014 PSA meeting. PSA staff have been working on the projects for release after July 1, 2014. The bid for the Shawsville WWTP metal basin rehabilitation project was opened July 17, 2014 and the apparent low bid is within the project budget. Work is expected to start in August and be finished in 45 days.
6. Shawsville Well Building Damage
The PSA owns a well lot (+/-0.4 acres) adjacent to the Roanoke River along westbound Rt. 460 just east of Shawsville. The well was part of the old Shawsville water system and taken out of service in December 1997. It appears the property came into the possession of the PSA in 1978. The well house had recently been broken into and all copper wire and components removed. During the May 5, 2014 PSA Meeting, the PSA BOD approved selling the property after closing the well. The work to close the well was completed in July 2014. A well abandonment report is being completed for submission to the Virginia Department of Health as required work and reports are complete.
7. Fire Hydrant Maintenance Contract
The Fire Hydrant Maintenance Contract was rebid in spring 2014 after the original contract expired. A new contractor, Bowman-Griffin was low bidder and awarded the contract in July 2014. We are currently providing water system information and material lists to the contractor in preparation of starting work.
8. Utility Billing Information
Attached are two spreadsheets identifying customer billing timelines and water and sewer systems information. The spreadsheet titled “PSA Meter Reading Cycles” provides customer monthly meter reading, billing, due and cut-off dates for the 2 reading cycles. The spreadsheet titled “System Billing Summary” identifies the current supplier, billing cycle, rate, and metering device for all PSA water and sewer systems.

AUTHORITY MEMBERS’ REPORT

Member Gabriele- No Report
Member King- No Report
Member Perkins- No Report
Member Creed – No Report
Member Biggs- No Report
Member Tuck - No Report
Member Brown - No Report

INTO CLOSED MEETING

(IN 8:08 PM)

On a motion by Christopher Tuck, seconded by Annette Perkins, 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
Todd King		
Mary Biggs		
Christopher Tuck		
William Brown		
Annette Perkins		
Gary Creed		
Matthew Gabriele		

OUT OF CLOSED MEETING

(OUT 8:32 PM)

On a motion by Annette Perkins, 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
Todd King		
Mary Biggs		
Christopher Tuck		
William Brown		
Annette Perkins		
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 September 2, 2014.