

PATRICK COUNTY
PUBLIC SERVICE AUTHORITY
March 3, 2011
6:00 P.M.

Present: Rodney Kendrick, Chairman, Scott Eutsler, Cheryl Kieffer
Absent: Ron Knight, Darrell Worley

Also Present: Tom Rose, County Administrator; Alan Black, County Attorney; Chris Corbett, Town Attorney; Ed Turner, Adams-Heath Engineering; Ruth Russell, Finance Assistant/Clerk to PSA; Jim McHone, Terry Tilley, Nancy Lindsay, Jimmy East

Meeting was called to order by Chairman, Rodney Kendrick.

On motion by Mr. Eutsler, seconded by Ms. Kieffer and carried unanimously, the agenda was approved as presented.

Voting Aye: Kendrick, Eutsler, Kieffer
Voting Nay: None
Abstaining: None

On motion by Mr. Eutsler, seconded by Ms. Kieffer and carried unanimously, the minutes from the previous meeting were approved as presented.

Voting Aye: Kendrick, Eutsler, Kieffer
Voting Nay: None
Abstaining: None

Discussion

Update on Cross Connection Policy – Mr. Black stated that the Cross Connection Policy was presented to the Board of Supervisors and a Public Hearing has been scheduled for March 14, 2011 with the Board to vote on adopting the proposed ordinance entitled The Cross Connection Ordinance. By adopting the Cross Connection Policy, with the additions of penalties and criminal sanction also recommended by the Town of Stuart as an ordinance, this will prevent unmonitored private water systems from contaminating the public system.

User Agreements - Mr. Rose discussed the need to create User Agreements. Mr. Turner supplied User Agreements from Carroll County for members to review. Mr. Rose and Mr. Turner felt there is quite a lot of verbiage making it somewhat confusing, and suggested that it should be revised. Mr. Turner stated that user agreements are not really needed for the implementation of the project, but a year or two down the road, when new customers want to hook up to the system, having a user agreement signed by the customer would give the PSA permission to approach on the owner's property to do the necessary work and to set the meter. The agreement would also include any deposits and/or tap fees that the customer would need to pay to the PSA prior to work being done.

On motion by Mr. Eutsler, seconded by Ms. Kieffer and carried unanimously Mr. Black will draft a User Agreement for both water and sewer, leaving connection fees and rates blank at this time, for presentation at the next meeting.

Voting Aye: Kendrick, Eutsler, Kieffer
Voting Nay: None
Abstaining: None

User List – Mr. Turner stated that at this time there are 195 verified installation of water meters, with a very few refusals to hook up of the mandatory users. He suggested that the PSA consider approving one of Adams-Heath Inspectors, working along with Jimmy East, visiting each individual landowner to do match up connections. With this information they can create a User List of names and addresses. Once the list is made up, mailings can be sent. Mr. East has agreed to assist with this if approved by the PSA.

On motion by Mr. Eutsler seconded by Ms. Kieffer and carried unanimously, the approval to allow an Adams-Heath Inspector and Mr. East to work together to match connections with landowners and create a User List was given.

Voting Aye: Kendrick, Eutsler, Kieffer
Voting Nay: None
Abstaining: None

Pay Request #7- Mr. Rose reported that we are moving into the phase 2 towards the Patrick Springs Elementary school with water and sewer. All of Landform requests are being sent to the Tobacco Commission. All other requests are being sent to USDA.

Pay request #1 for Commerce Street has been sent to the Tobacco Commission.

Other Business

Charges for inspections-the Town of Stuart does not currently charge for inspections related to the Patrick Springs water project. Mr. Tilley is keeping a record of the hours he spends doing inspections. Hours spent doing inspections are used in the calculation of water and sewer rates on a yearly basis.

If backflow devices are needed, the customer would be responsible to hire a certified plumber to do the inspection and forward the necessary paperwork to the PSA. The Town of Stuart would only be able to do inspections for ordinary air gap. Mr. Rose brought up the possibility of Jason Brown, Patrick County Building Inspector, being able to attend several inspections with Mr. Tilley, to observe the process and be a back-up to do inspections in the future. Another option would be for the PSA to hire an outside contractor. During the 3 year start up period, the PSA will not charge for inspections.

The Town of Stuart will read meters for 3 years at no charge. The Town of Stuart will be responsible for the customer billing at the rate of \$150/month chargeable to the PSA. Other items that the PSA will be responsible for would be postage, supplies, computer, software and hardware (hand held devices). There will be extra billing when the State requires sampling from various locations.

On motion by Mr. Eutsler, seconded by Ms. Kieffer and carried unanimously, the Town of Stuart was authorized to purchase the computer software and hardware from the low bidder, subject to Rural Development approval.

Voting Aye: Kendrick, Eutsler, Kieffer
Voting Nay: None
Abstaining: None

With no further business, on motion by Mr. Eustler seconded by Ms. Kieffer and carried unanimously, the meeting was adjourned.

 _____, Chairman