



Grayson County Public Service Authority

P.O. Box 217, Independence, VA 24348

Thursday, February 11, 2021

MEETING MINUTES Of the Public Service Authority

Members Present

Kenneth R. Belton
Michael S. Hash
John S. Fant
Brenda R. Sutherland
Thomas R. Revels

Staff Present

Mitch Smith
Keith Anderson

Member(s) Absent

Staff Absent

CALL TO ORDER

Mr. Smith, Interim Director, called the meeting to order.

- Election of Officers – Chair/Vice Chair
Brenda R. Sutherland made the motion to leave chair/vice chair as is (John S. Fant as chair and Thomas Revels as Vice); duly seconded by Kenneth R. Belton. Motion carried 5-0.

APPROVAL OF AGENDA/CONSENT AGENDA

- Mr. Smith noted that the minutes need to be corrected under “New Business”, fourth paragraph which currently reads: Mr. Smith noted that at best we are at break even but the test kits aren’t included in that so we are not recouping *any* of the meter cost; it should read *all* of the meter cost.
- Mr. Smith also noted that the agenda needs to be amended to add “update on fee charges” under new business of Water Connection Fees – Tourism Zone”.
- Supervisor Belton made the motion to approve the agenda with the recommended changes; duly seconded by Supervisor Sutherland. Motion carried 5-0.

OLD BUSINESS

- None

NEW BUSINESS

○ **Water Connection Fees – Tourism Zone and Update on Fee Changes**

Mr. Smith noted that Tracy Cornett, Director of Tourism, is coming up with incentives (like the County currently does for businesses) and is asking if a new business comes into the County and sets up shop, it could be advantageous at that time to not have to pay the connection fee (currently at \$900) – we would offer that as an incentive of opening a new business in the Tourism Zone. Mr. Fant asked how this fits in with her overall approach – this sounds like economic development – may be a business associated with tourism and it may not – is there a way that she could lay out what she’s thinking? This (listed below) is not currently a part of the package. Mr. Revels also asked for better clarification. Mr. Fant asked that she include as part of her planning, laying out of her recommendations that she wants to do, then once we understand the big picture then the PSA Board can make a better decision. Mr. Revels asked that Mrs. Cornett define “qualified tourism business”. Once Mrs. Cornett has answered all the Boards questions, we can then place it back on the agenda. Mr. Belton made the motion to table this discussion; duly seconded by Mr. Hash. Motion carried 5-0.

2. **Fees imposed under the zoning regulations.** Application for waiver of fees up to one hundred percent (100%) imposed for zoning under the county’s zoning regulations shall be made to the Tourism Official. Such application shall include certification from the Tourism Official that the applicant is a qualified tourism business or a qualified zone resident and evidence that the proposed land use and/or construction activities will meet the criteria set out above for fee waiver.

3. **Water connection fees.** Application for waiver of water connection fees up to one hundred percent (100%) imposed under Chapter ?? of the County Code, up to a maximum of \$ _____, shall be made to the County Administrator. Applications shall include certification from the Tourism Official that the applicant is a qualified tourism business or a qualified zone resident and evidence that the utility connections and related construction will meet the criteria set out above for fee waiver.

○ **Update on Fee Changes**

Mr. Smith and Mr. (Pete) Hall, Grayson County Treasurer, meet today regarding the fee schedule. Currently we are charging \$900 fee for setting a meter in Oldtown, Fairview and Grant. In October, Mr. Testerman explained that our cost to set a meter is \$1,156 so we are about \$260 over what we are charging which doesn’t include the test kits. We are spending approximately \$1,125 on test kits. The \$1,125 for the test kits is a separate cost – that cost is not included in the meters. Mr. Smith recommends covering our cost on meters; our PSA balance is approximately \$78,000 – we are not at a negative balance like we thought at the October 2020 meeting where it was stated we have a -\$84,000 balance. We do need to be aware that depreciation happens on our equipment and at some point, we will need to be thinking about replacing it. If an adjustment is implemented on our meters that would help offset the \$4,000 - \$5,000 that we lose each year. Mr. Smith recommends taking the fee to the actual cost for the County which would be \$1,156. Mr. Revels asked how many new connections have been made to the system in the last 12 months and Mr. Anderson replied 3. Mr. Revels also asked shouldn’t the monthly usage

rate be changed since you can guarantee that rate – Mr. Smith noted that we are trying to offset a dead cost of \$900 – it’s costing the County \$1,156 to put the meter in. We are just asking to recover the cost to install the meter – we are going in the hole on installation costs. The County does have a fee structure – as you use more volume, the price does come down. Mrs. Sutherland made the motion to table this item until next month; duly seconded by Supervisor Hash. Motion carried 5-0.

- **Censors**

Mr. Anderson explained the censors are electronic read censors that go on top of the meter and we are experiencing damage to a lot of them, mostly from lawnmowers. In August 2020 we had to replace 12 of the censors. The censors cost \$135.00 each plus your labor for replacement. It’s been considered to place a memo in with the billing to let customers know that from a specified date on, the county will only cover 1 censor for replacement – after that, the County will not replace any more censors – the customer will be responsible for paying for the replacement. It takes approximately 1 hour to replace the censor. Mr. Fant requested a memo with the language be brought to the next meeting on how he would like it stated.

PERSONNEL UPDATES

- Mr. Smith noted that Mr. Testerman left Grayson County in December 2020. The Office of Drinking Water out of Abingdon Virginia called and stated that we must have an Interim PSA person until we hire one. Mr. Hash made the motion to appoint Mr. Smith as the Interim PSA Director; duly seconded by Mr. Revels. Motion carried 5-0. Mr. Smith also noted that Mr. Anderson cross-trained with Mr. Testerman and Mr. Anderson has his credentialing and is certified to fill in for Mr. Testerman.

VIOLATION REPORTS

- The Department of Health Office of Drinking Water notified us that the following has received a notice of alleged violation – they do this because this business is located in our County – the County doesn’t have to do anything.
 - 21 Grocery and Valley Diner – failure to monitor coliform bacteria – 11-23-20
 - 21 Grocery and Valley Diner – failure to monitor coliform bacteria – 12-16-20
 - 21 Grocery and Valley Diner – failure to monitor coliform bacteria – 12-28-20
 - Corner Market and Café’ – coliform treatment technique violation – 12-28-20

INFORMATIONAL ITEMS

- Fairview and Oldtown Stage 2 results collected during the quarter ending September 30, 2020 was good. Grant State 2 results collected on September 15, 2020 is good as well.

CLOSED SESSION

- None

ADJOURN

- Mr. Revels made the motion to adjourn; duly seconded by Mr. Hash. Motion carried 5-0.