

FOLLOW-UP AGENDA

ITEM	KEY STAFF
1. <u>Citizen Comments</u> (None)	
2. <u>Reports from the County Administrator &amp; Staff:</u>	
a. <u>Collection Staff Activity:</u>	
1. <u>Adjustments</u> (Approved)	Ms. Sayers
2. <u>Inmate Availability Report</u>	
3. <u>Balance Due &amp; Lien Report</u>	
4. <u>Work Order Count</u>	
5. <u>Drop Site Total &amp; County Landfill Tonnage</u> (Reviewed)	
b. <u>Action Items:</u>	
1. <u>Water Authority Update</u> (Reviewed details – Staff confirmed deadline of February 2006 for decision by PSA Board – Establish criteria for participation and place update on November Board agenda)	Mr. Huber Ms. Hanks
2. <u>Fairlawn Service Center Charges</u> (Approved payment of \$3,291.02 in charges)	Ms. Sayers
3. <u>Bid Acceptance for Garbage Truck</u> (Ratified bid awards for the purchase of the Pak-Mor brand body at a cost of \$1,200 more than the lower E-Z Pack based on the use of stronger metal, better hydraulic system and standardization with existing truck fleet, and agreed with installation of integral can flipper)	Mr. Cressell
4. <u>Refuse Collection Rates</u> (Approved advertising increase in refuse collection rates of up to \$3.00 per month from \$13 to \$16 per month –	

Advertise for a public hearing at  
January PSA meeting – Place on  
January agenda) Mr. Huber/Ms. Burchett  
Ms. Hanks

(Provide figures as to revenue per \$1  
increase in rates Place update on November  
PSA agenda) Mr. Huber  
Ms. Hanks

5. VML/VACO AEP Steering Committee  
Assessment  
(Approved payment of invoice for a  
contribution of \$1,140 by the PSA) Ms. Sayers

6. Norfolk & Southern Railway Easements  
(Authorized payment for #2 (12 year, no interest  
payback) Mr. Coake

7. Alliant Techsystems Inc. Water Supply  
Supplemental Agreement  
(Authorized executing contract) Mr. Coake

8. Water Tank Fencing Bids  
(Accepted bid from Powers Fence Co.  
for fencing the Corporate Center and  
Morgan's Cut water tanks at a cost of  
\$16,240) Mr. Coake

9. Water Connection and Fire Protection  
Policies  
(Staff recommended revision to  
Subdivision Ordinance, as well as  
adoption of an extension policy –  
Staff to review and provide updates as  
appropriate – Place update on PSA agenda  
as appropriate) Mr. Coake  
Ms. Hanks

c. Informational Items:

1. Draper Valley Water Tank Progress Report  
(Latest progress report provided)

2. Roll-off Rates  
(Staff provided copy of advertisement of the  
\$95 proposed roll-off rate)

3. Personnel Issues & Changes  
(Reviewed)

4. Executive Director's Evaluation  
(No action)

6. Lien Status Report  
(Reviewed)

d. Current Authorized Projects & Items Under Review:

1. Public Water & Sewer Service to Mobile Home  
Parks (engineering underway)

2. Sewer Service to Rolling Hills, Vista, Orchard Hills,  
and Highland Park Subdivisions (engineering underway)

3. Painting Water Tanks (completed for 2004)  
(Reviewed)

3. Approval of Minutes of September 12, 2005  
(Approved)

Ms. Hanks

4. Accounts Payable  
(Approved)

Ms. Sayers

5. Other Matters

Joint Operations & County Fleet

(Reviewed – Place on November PSA agenda for  
approval)

Ms. Hanks

Planning District Commission Services

(Approved engaging services of PDC to obtain  
Dublin subdivision sewer easements)

Mr. Patrick Hughes

NAACP Legal Redress Committee

(Mr. Huber, PSA Board member and Mr. Sheffey  
to meet with Chair of Committee)

Mr. Huber

6. Adjournment

October 6, 2005

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$3,854.09cr are submitted. A copy of the spreadsheet will be ***enclosed***, if received in time.
2. Inmate Availability Report - Staff reports the inmate count for September provided two inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 2 brush; 4 large; 0 tire(s); 2 refrigerator(s).
5. Drop Site Total & County Landfill Tonnage – There are no drop site total and landfill tonnage reports for the month of September.

b. Action Items:

1. Water Authority Update – Localities have been asked to decide if they would like to be a part of a regional water authority by February 1, 2006. Dave Rundgren plans to visit surrounding localities and Mr. Sheffey and Mr. Coake are considering meeting with the town councils, Public Service Authority and Board of Supervisors so a presentation can be made to all at one time. In addition, Ron Coake and I have met with City of Radford representatives and determined that an interconnection of our water systems would provide the City with needed storage capacity while the PSA would benefit from a secondary treatment plant. Ron Coake is working with other utility engineers to review piping costs. ***Enclosed*** is a power point presentation made at that meeting, as well as a draft water supply agreement and articles of incorporation. I would like to ask the PSA Board for a tentative endorsement of this approach.
2. Fairlawn Service Center Charges - Approval of payment of \$3,291.01 in charges by the Fairlawn Bookkeeping Services is requested, as described on the ***enclosed*** spreadsheet. I would also recommend adjusting the monthly collection fee to \$350 per month. The rate has been \$300 since

1997. The county would also be paying \$50 per month for distribution of brochures and materials.

3. Bid Acceptance for Garbage Truck - ***Enclosed*** are bid recommendations from Don Cressell for a packer body and the cab and chassis as separate purchases. In order to avoid having to move to a less efficient 2007 model year, I have awarded both bids and am asking the PSA Board to ratify these bid awards. We are recommending the purchase of the Pak-Mor brand body at a cost of \$1,200 more than the lower E-Z Pack based on the use of stronger metal, better hydraulic system, and standardization with our existing truck fleet.
  
4. Refuse Collection Rates – In reviewing anticipated fuel costs, it appears that the PSA will be spending an additional \$120,332 based on an assumed untaxed average price of \$2.10 for gas and \$2.30 for diesel fuel. Most recently, we paid \$2.345 for mid-grade gas (September 23) and \$2.2345 for diesel (September 7). While these projections are impossible to do accurately, it is clear that our fuel bill will exceed budget projections substantially and that most of this added cost will be in the Refuse Department where a \$128,089 deficit is already projected. I would suggest consideration to increasing residential disposal rates by \$2 from \$13 to \$15 per month per household. However, this recommendation is very conservative since every dollar in rate increase results in slightly under \$85,000. Since a rate increase could not be implemented for another three months, total revenue for the year would be approximately half the annual amount. Thus, total additional revenue projected to result from a \$2 per month increase would be a maximum of \$85,000 for the remainder of FY 2005-06.
  
5. VML/VACO AEP Steering Committee Assessment – Pulaski County has traditionally worked with other Virginia localities to negotiate electric rates for local utilities. ***Enclosed*** is a description of ongoing issues, as well as a recommended voluntary invoice for a contribution of \$1,140 by the PSA.
  
6. Norfolk & Southern Railway Easements - We have received information from Norfolk and Southern Railway offering to allow us to make one time payments to Norfolk and Southern instead of our annual payments for easement crossings. We have several permits to cross the railway and are paying varying annual amounts for these easements. Below is information concerning the existing and proposed payment options. All are identified by N&S as Billing ID LU2500.

Serial No	Facility	Current Annual Fee	Proposed One Time Fee	Location	Mile Post	Annual Payments for 4% 20 Years	Annual Payments for 4% 40 Years
1	8" WL 8" &	\$10	\$2,000	Rt. 643 Cougar Trail Water Line	310+4499	\$145	\$100
2	15"SL	\$510	\$7,650	Rt 643 Cougar Trail Sewer Line	310+4544	\$556	\$383
3	6" WL	\$55	\$2,000	Rt 624 New River Water Line	302+2860	\$145	\$100

4	8" WL	\$97.50	\$2,000	Rt 11 Near Correctional Camp	304+2031	\$145	\$100
5	8" WL	\$100	\$2,000	Rt 11 Near Rt 629	306+1058	\$145	\$100
6	12" SL	\$80	\$2,000	Corporate Center Upper Cross West Dublin Corp Limit Did Not Use	311+1620	\$145	\$100
7	8" WL	\$40	\$2,000		309+1800	\$145	\$100
8	8" WL	\$90	\$2,000	Rt 11 Near Bagging Plant Road	307+2390	\$145	\$100
9	6" WL	\$99	\$2,000	Rt 11 at Wright Ave	306+5031	\$145	\$100

Not on this list are water and sewer at Pulaski Booster Pump Station, Sewer Line crossings in New River and Water Line crossing in Parrott. These are on a separate billing address and will be sent to us in another package. The approval of these agreements must be made by December 31, 2005. I asked if any of the fees could be negotiated and the response was that the \$7,650 for No 2 could be reduced to \$6,120. Based on this revised number, the 20 year and 40 year annual payments are \$445 and \$306 respectively. It is also possible to accept some or all. It appears that the best proposal in order are No 2 (12-year, no interest payback), No 5 (20-year, no interest payback) and number 9 (20-year, no interest payback). (No 1 will take 200 years at \$10 per year to accumulate the \$2,000 and Ron Coake has placed this date on his calendar to remind us of it.) Considering much quicker repayment of PSA investments in dumpster rentals, the Board may wish to decline these offers. The only offer which may make some sense is No 2 at the reduced cost of \$6,120.

7. Alliant Techsystems Inc. Water Supply Supplemental Agreement – Acceptance of the ***enclosed*** agreement is recommended following considerable negotiation by Ron Coake.
8. Water Tank Fencing Bids – We have accepted the ***enclosed*** bid from Powers Fence Company for fencing the Corporate Center and Morgan's Cut water tanks. The \$16,240 cost will be paid for through a homeland security grant as obtained by Willie Richardson, Emergency Management Coordinator. These two tanks were selected for fencing due to their relative vulnerability, their potential use for emergency communications and their visibility in the community. Ratification of this award is requested.
9. Water Connection and Fire Protection Policies – Staff recommends consideration by the PSA board to the establishment of the ***enclosed*** policies regarding system improvement and or fees in situations where system improvements are needed in order to provide fire protection.

c. Informational Items:

1. Draper Valley Storage Facility Progress Report - ***Enclosed*** is the latest Progress Report on the Draper Valley Storage Facility.
2. Roll-off Rates – ***Enclosed*** is the advertisement of the \$95 proposed roll-off rate. We are also sending out notices to our customers. While the ability to

include a fuel adjustment factor is still in question, we advertised the rate to include one, in the event it was allowed.

3. Personnel Issues & Changes – We have issue with 13 employees who have utilized all available sick and vacation time and whose pay has been docked at least two months. I plan to issue final warnings for those who continue to take time off without either a doctor's excuse or 24-hour prior approval by their supervisor for vacation time off.

Also, enclosed is the updated report on recent personnel changes as prepared by Ms. Burchett.

4. Executive Director's Evaluation – The Board of Supervisors will be doing my annual evaluation prior to the October 25 Board of Supervisors' meeting. Having a dual function as the PSA Executive Director, I would also like to ask for suggestions you may have for me as PSA Board members and have enclosed a brief outline as a way to encourage feedback. I would welcome your completing these questions, provide verbal comments, or letting me know your suggestions in whatever way you is comfortable for you.
5. Lien Status Report – Reports indicate there were 47 customer liens with a total of \$45,343.58 that was paid from July 2004 thru Aug 2005.

d. Current Authorized Projects & Items Under Review:

1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (engineering underway)
3. Painting Water Tanks (completed for 2004)

/gh