

FOLLOW-UP

ITEM	
1.	<u>Citizen Comments</u> (None)
2.	<u>Reports from the County Administrator & Staff:</u>
a.	<u>Collection Staff Activity:</u>
1.	<u>Adjustments</u>
2.	<u>Inmate Availability Reports</u>
3.	<u>Balance Due Report</u>
4.	<u>Lien Report</u>
5.	<u>Work Order Count</u>
6.	<u>Refuse Committee Reports</u> (Reported on all listed; deferred approval of adjustments until receivable totals are confirmed; place on agenda for next meeting)
	Ms. Hanks
b.	<u>Agreement between PSA & Stan Moran</u> (Comments heard from Stan Moran; gave tentative approval to agreement concept with one change; authorized Chairman to sign a letter on behalf of PSA to the State Department of Health accepting 410 gallons per minute water flow for the Draper Ridge Subdivision, and accepted said water line into the PSA system, subject to concurrence of County Engineer and installation of waterline per PSA specifications; place agreement on November 13, 2000 meeting agenda for adoption with change)
	Mr. Coake/Ms. Hanks
c.	<u>Confirmation of Rates – Scheduling of Public Hearing Nov. 13</u> (Reviewed documentation on scheduling of public hearing for November 13; approved the action on confirmation of all rates for the November 13 meeting; place on agenda for November 13)
	Ms. Hanks
d.	<u>Rockwood Farms (Bell Property) Water & Sewer</u> (Reported meeting scheduled to review engineering report for water & sewer services on September 11, 2000 at 7 p.m.; place on future PSA agenda if needed)
	Ms. Hanks
e.	<u>Card Reading System for Fuel Dispension</u> (Reported procedure for getting fuel for county/PSA vehicles due to present fueling system at county garage not working)

- f. Rescheduling of October Meeting Date
(Approved rescheduling meeting to October 16, 2000 due to Columbus Holiday on October 9, 2000; notify appropriate PSA staff) Ms. Hanks
- g. Refuse Packer Body Bid
(Approved purchase per staff recommendation from Mid State Equipment Company in the amount of \$39,000; proceed with purchase order for equipment) Mr. Mayberry
- h. Refuse Truck Cab and Chassis Bid Recommendation
(Approved purchase per staff recommendation from Truck Enterprises Company in the amount of \$69,254.99; proceed with purchase order for equipment) Mr. Mayberry
- i. Roll Off Container Bids
(Approved purchase per staff recommendation from Wilbar Truck Equipment Company in the amount of \$13,340; proceed with purchase order for containers) Mr. Mayberry
- j. PSA Billing
(Staff reported of efforts to perfect the new PSA utility billing system by November 1, 2000; place on future agenda as needed) Ms. Hanks
- k. Town of Pulaski Billing Status
(Staff reported billing by town for garage service had been implemented with no major problems encountered; place on future agenda as needed) Ms. Hanks
- l. Hiring of a Grants/Loan Administrator
(Reported of plans to hire temporary grants/loan administrator to be funded with county funds; no objections heard)
- m. PFRWTA Report
(Reported)
- n. PCSA Report
(Reported)
- o. Informational Items:
 - 1. Pepper's Ferry Authority Staff Report
 - 2. Eagleview Mobile Home Park
 - 3. Volvo Connection to Town Water
(Reviewed all listed)

- p. Current Authorized Projects & Items Under Review:
1. Cloyd's Mountain Sewer Extension by VDOT
 2. New River Industrial Park Water and Sewer Extension
 3. Water & Sewer Extensions Preliminary Engineering Reports
 4. Landings Limited Partnership Water Extension
 5. Collier Acres Sewer Extension with Commerce Park Development
 6. Case Knife Road Water Extension Study
 7. Gateway Mobile Home Park Water & Sewer Extension Engineering
(Reviewed all listed)

3. Approval of August 14, 2000 Minutes
(Approved as presented) Ms. Hanks
4. Accounts Payable
(Approved subject to audit) Ms. Sayers
5. Other Matters
(Send to PSA Board Member Carl Mathes a county/PSA organizational chart) Ms. Hanks
6. Closed Meeting - 2.1-344.A.1.3.5.7
7. Adjournment

August 10, 2000

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity
 1. Adjustments - Adjustments totaling \$223,627.32 are submitted for the Board's approval. A report detailing the adjustments is not available at this time due to the new billing system implementation.
 2. Inmate Availability Reports – See ***enclosed***.
 3. Balance Due Report – See ***enclosed***, if received in time to place in packet.
 4. Lien Report – See ***enclosed***, if received in time to place in packet.
 5. Work Order Count – See ***enclosed***.
 6. Refuse Committee Reports – See ***enclosed***, if any.
- b. Agreement between PSA & Stan Morgan – ***Enclosed*** is a copy of the agreement. A meeting has been scheduled for Thursday, September 21, at 7:00 p.m. at Draper Elementary School with affected residents. ***Enclosed*** is a copy of the memo inviting residents to the meeting.
- c. Confirmation of Rates – Scheduling of Public Hearing Nov. 13 – The ***enclosed*** rates are being advertised for adoption on November 13, along with confirmation of all other rates. Confirmation of existing rates is requested in order to provide for placement of all rates in one location in the Public Service Authority minutes.
- d. Rockwood Farms (Bell Property) Water & Sewer – County Engineer Coake reports a meeting is scheduled for September 11 at 7:00 p.m. to review the plan with the property owner, developer, adjacent property owners and representatives of Draper Aden & Associates who prepared the water and sewer study.
- e. Card Reading System for Fuel Dispension - The card reading system used to dispense fuel on a 24-hour per day basis at the garage will need to be replaced. In order to ensure continued availability fuel during weekends and non-working hours, arrangements have been made with Shop Eez to provide fuel based on their proximity to the garage and their ability to deduct road taxes (about \$0.40 per gallon) from their invoice to the county. Requests for proposals are being solicited for a new dispensing system as well as possible dispensing through a commercial vendor.

- f. Rescheduling of October Meeting Date – Rescheduling the October 9 meeting to October 16 due to the Columbus Day holiday is recommended.
- g. Refuse Packer Body Bid – Approval of the ***enclosed*** recommendation by Mr. Mayberry is recommended.
- h. Refuse Truck Cab and Chassis Bid Recommendation – Approval of the ***enclosed*** recommendation by Mr. Mayberry is recommended.
- i. Roll Off Container Bids – Approval of the ***enclosed*** recommendation by Mr. Mayberry is recommended.
- j. PSA Billing – Ms. Burchett has agreed to supervise the PSA billing system staff in their efforts to perfect the system by November 1, 2000.
- k. Town of Pulaski Billing Status – No major problems are reported at the time this agenda was prepared. Additional information may be provided at the meeting.
- l. Hiring of a Grants/Loan Administrator – A job order has been placed with the Virginia Employment Commission for hiring of a coordinator to arrange application for current and outstanding projects. Approval for hiring a part-time temporary position is requested at a rate of \$10 to \$15 per hour.
- m. PFRWTA Report – Mr. Snead may have information to share.
- n. PCSA Report – Mr. Snead may have information to share.
- o. Informational Items:
 - 1. Pepper's Ferry Authority Staff Report – See ***enclosed*** reports.
 - 2. Eagleview Mobile Home Park – ***Enclosed*** is a summary of Barry Long's meeting with the Virginia Department of Health.
 - 3. Volvo Connection to Town Water – ***Enclosed*** is an excerpt from the language of the 1995 Intergovernmental Water Agreement related to this matter. A request has been made to the Town of Pulaski for any additional information or documentation available to justify the connection to Volvo.
- p. Current Authorized Projects & Items Under Review:
 - 1. Cloyd's Mountain Sewer Extension by VDOT
 - 2. New River Industrial Park Water and Sewer Extension
 - 3. Water & Sewer Extensions Preliminary Engineering Reports
 - 4. Landings Limited Partnership Water Extension
 - 5. Collier Acres Sewer Extension with Commerce Park Development
 - 6. Case Knife Road Water Extension Study
 - 7. Gateway Mobile Home Park Water & Sewer Extension Engineering

Distribution or reproduction of this document is prohibited. This document is exempted from public access in accordance with the Virginia Freedom of Information Act.

TO: Public Service Authority Board of Directors
FROM: Peter M. Huber, Interim County Administrator
DATE: September 7, 2000
SUBJECT: Closed Meeting – 2.1-344.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.1-344.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters. ***Enclosed*** is a draft resolution to enter the closed meeting on recommended matters, as follows:

Legal Matters:

Dick Price Case – ***Enclosed*** is a fax from Sam Campbell describing the erroneous Dick Price Ford billing in the amount of \$640 and summarizing staff research of the matter. A court date has been scheduled for October 27th.

PMH/gh