

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
June 11, 2001
9:00 a.m.**

FOLLOW UP

ITEM

1. Citizen Comments
(Comments heard from Steve Whitt regarding opposition to PSA water service at Dunkard's Bottom; requested another survey be completed prior to approving water extension)

2. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
 2. Inmate Availability Reports
 3. Balance Due Report
 4. Lien Report
 5. Work Order Count
 6. Refuse Committee Reports
 7. PSA Billing Staff Meeting Minutes
(Approved adjustments in the amount of (\$15,826.29); staff to confirm adjustment for account #850013 Animal Community in the amount of (\$14,175.36); reviewed all other items as listed above)
Ms. Sayers/
Ms. Burchett

 - b. Adoption of FY 02 Budget
(Adopted proposed FY 02 budget with no increase in rates for garbage or sewer services; staff to determine if refuse truck purchase in FY 02 budget can be reduced; staff directed to use reserve funds to balance budget; notify PSA departments of the FY 02 approved budget amounts)
Ms. Burchett

 - c. Award of Banking Services RFP
(Approved awarding to overall low bidder, Community National Bank per committee recommendation; notify CNB after approval by the Board of Supervisors)
Ms. Burchett

 - d. Town of Pulaski Alleyway Trash Pickup
(Staff directed to not provide alleyway pickup in alleyways that may be a danger to employees and/or equipment)
Mr. Mayberry

- e. Mandatory Sewer Connection Policy
(Reviewed policy; made no changes to current practice;
advise Mr. Swanson Melton if appropriate) Mr. Coake

- f. Dunkards Bottom Survey Results
(Board directed staff to conduct a new survey due to age
of survey results and recent opposition; place on future PSA
agenda once new survey has been completed) Mr. Huber/
Ms. Hanks

- g. Personnel Changes
(Reported)

- h. Drop Center Hours of Operation
(No objections to proposed hours of operation; left
up to staff's discretion) Mr. Huber/
Mr. Mayberry

- i. Informational Items:
 - 1. NRRA Minutes
 - 2. Current Authorized Projects & Items Under Review
 - a. Cloyd's Mountain Sewer Extension by VDOT
 - b. New River Industrial Park Water and Sewer Extension
 - c. Water & Sewer Extensions Preliminary Engineering Reports
 - d. Landings Limited Partnership Water Extension
 - e. Collier Acres Sewer Extension with Commerce Park Development
 - f. Gateway Mobile Home Park Water & Sewer Extension Engineering
(Reviewed all listed)
 - 3. Approval of May 14, 2001 Minutes
(Approved as presented) Ms. Hanks
 - 4. Accounts Payable
(Approved as presented subject to audit) Ms. Sayers
 - 5. Other Matters
(None)
 - 6. Adjournment

June 7, 2001

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity:
1. Adjustments – Adjustments totaling \$15,826.29 are submitted as shown on the enclosed.
 2. Inmate Availability Reports – Staff reports the inmate count for May provided two inmates per day.
 3. Balance Due Report – See enclosed,
 4. Lien Report – See enclosed.
 5. Work Order Count – 13 brush; 14 large; 0 tires; 3 refrigerators.
 6. Refuse Committee Reports – See enclosed, if any.
 7. PSA Billing Staff Meeting Minutes- See enclosed minutes, if any.
- b. Adoption of FY 02 Budget – The reduction of inmate labor and increasing sewer costs have caused shortfalls in the sewer and garbage budgets. My recommendation is to increase rates by \$1.00 (8%) for garbage service and \$.42 (14%) for sewer service. Both budgets have been carefully reviewed for possible cost reductions. These slight increases are preferable to continued deficits followed by a more major increase. Alternatively, the PSA could defer the purchase of a garbage truck and back-up generators. Fleet Maintenance Director, Doug Mayberry, has also suggested the PSA could purchase only the bed for a refuse truck and use an existing cab and chassis. This would reduce the cost from \$120,000 to \$40,000. However, such deferrals on equipment and truck purchases will only compound the shortfall.
- Ms. Burchett has also enclosed a memo regarding staff's review of the projected revenues and expenditures. In addition, we have enclosed detailed printouts of each revenue line item and departmental line item expenditures for the Board to review.
- c. Award of Banking Services RFP – Enclosed please find the Banking Services Committee's recommendation pertaining to the award of banking services for the next three years. It is recommended the PSA Board of Directors approve this recommendation.

- d. Town of Pulaski Alleyway Trash Pickup – ***Enclosed*** is an account of an incident illustrating the need to continue elimination of difficult to serve alleyways.
- e. Mandatory Sewer Connection Policy – We wanted to be sure the PSA is aware of the current policy of enforcing the non-users sewer fees where only the main floor of a residence could be served. We have had a request from Mr. Swanson Melton to be eliminated from the requirement to connect to the sewer line due to the sewer line being higher than the basement. His comment is that he has a washer in the basement and plans to construct a half bath in the basement. He would not be able to connect the basement to the sewer line. When sewer lines are designed they attempt to serve the basements when it is practical. In most cases the ability to serve the basement requires the sewer line to be in excess of 12 ft deep and construction cost makes it impractical to guarantee service to every basement. A policy to exclude residences from mandatory connection policy due to the basement not being served would affect the revenue and construction cost of future sewer projects. In most cases where service is needed to the basement, a sump pump is used by the property owner to pump sewer to the first floor.
- f. Dunkards Bottom Survey Results – ***Enclosed*** is a map of the Dunkards Bottom community illustrating the location of those in favor and opposed to PSA water service. Unfortunately, there does not appear to be an easy way to curtail service to satisfy those opposed. The matter has been placed on the agenda at the request of several residents opposed to the system for confirmation of the PSA decision regarding the installation of the line. I also wanted to be sure the PSA Board was aware installation will be more difficult due to the extent of opposition to the service.
- g. Personnel Changes – ***Enclosed*** is an updated listing of recent personnel changes as provided by Ms. Burchett.
- h. Drop Center Hours of Operation – Adoption of the following hours of operation are recommended for implementation on July 1:

Pulaski & Dublin Sites:

- ◆ Friday - 3:00 p.m. – 7:00 p.m.
- ◆ Saturday – 10:00 a.m. – 7:00 p.m.
- ◆ Monday – 3:00 p.m. – 7:00 p.m.
- ◆ Wednesday – 4:00 p.m. – 7:00 p.m.

Dublin Site Only:

- ◆ Tuesday – 3:00 p.m. – 7:00 p.m.
- ◆ Thursday – 3:00 p.m. – 7:00 p.m.

i. Informational Items:

1. NRRA Minutes – See *enclosed*.
2. Current Authorized Projects & Items Under Review
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