

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Tuesday, Oct. 9, 2001
9:00 a.m.**

FOLLOW UP

ITEM

1. Citizen Comments

2. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
(Adjustments approved in the credit amount of \$26,764.77) Ms. Sayers

 2. Inmate Availability Reports
 3. Balance Due Report
 4. Lien Report
 5. Work Order Count
(Reviewed)

 - b. Highland Park Sewer
(Denied; notify residents) Mr. Utt

 - c. Dunkard's Bottom, Rolling Hills, Orchard Hills and Vista Subdivisions Update
(Reviewed)

 - d. Valley Harvest Ministries Sewer Line Extension
(Approved acceptance of sewer line into PSA System if built to Health Department specifications and approved by the County Engineer) Mr. Coake

 - e. Days Inn Sewer
(Contact adjacent property owners) Mr. Huber

 - f. Water & Sewer Service to Lee Highway, Tiny Town & Mabry Court Mobile Home Parks
(Seek loan and/or grant funds) Mr. Huber/Mr. Utt

 - g. Water & Sewer Billing of "Semi-Permanent" Campgrounds and/or Mobile Home Parks
(Advertise public hearing) Ms. Burchett

 - h. Disposal Permits for Landfill
(Approved) Mr. Huber

 - i. Falling Branch Road Turner Junkyard Fence
(PSA Board agreed fence not be moved)

- j. Draper Aden Report
(Presented newsletter)
- k. Heron's Landing Streetlights
(Check Draper Valley Subdivision letter of credit) Mr. Coake
- l. Security Measures
(Reviewed measures implemented by staff)
- m. Drop Site Change in Hours of Operation
(Approved new drop site hours: Mr. Mayberry
 - ◆ Fairlawn and Pulaski sites: Monday – Friday: 1:00 p.m. – 5:00 p.m.
 - ◆ Dublin site: Monday – Friday: 8:00 a.m. – Noon
 - ◆ Both sites: Saturday: 8:00 a.m. – 5:00 p.m.
- n. PSA November Meeting Dates
(Approved November 13, 2001, meeting date due to holiday on November 12; notify staff and post appropriate date on public bulletin board) Ms. Burchett/Ms. Hanks
- o. Informational Items:
 - 1. Personnel Changes
 - 2. Water/Sewer Line Extensions – Determination of Viability
(Approved requiring 75% response rate, 66% approval rate and 2-year minimum time between customer surveys, pending concurrence by the Board of Supervisors) Mr. Huber
- 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. Collier Acres Sewer Extension with Commerce Park Development
 - 5. Gateway Mobile Home Park Water & Sewer Extension Engineering
 - 6. Water Hydrant Flushing
- 3. Approval of September 10, 2001 Minutes
(Approved as presented) Ms. Hanks
- 4. Accounts Payable
(Approved subject to audit) Ms. Sayers
- 5. Other Matters
(Seek additional information on compaction units) Mr. Huber
- 6. Adjournment

October 4, 2001

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity:
 1. Adjustments – Adjustments totaling \$26,764.77cr are submitted as shown on the ***enclosed***.
 2. Inmate Availability Reports – Staff reports the inmate count for October provided 3 inmates per day.
 3. Balance Due Report – See ***enclosed***.
 4. Lien Report – See ***enclosed***.
 5. Work Order Count – 5 brush; 22 large item; 3 tires; 2 refrigerators.

- b. Highland Park Sewer- The information reported in September stated that there were 35 of the 233 owners of improved property that had not returned survey forms. Since the last PSA meeting, Mr. Shawn Utt has again attempted to perform a walk-thru survey of the Highland Park subdivision. He was able to get additional responses from 13 of the remaining 35. As the count now stands: 124 (or 53%) of the residents are in favor and 87 (or 37%) of the residents are opposed to the project. The main reason from the residents as to why they were opposed to the project is the estimated cost of the “non-user fee”, initially set at \$30 for 2000 gallons and \$39 for 5000 gallons. The high estimate reflects the project being funded with a 100% loan from Rural Development. The County has good reason to believe that it should be eligible for as much as 50% grant (or more) for this project, but that is not a “guarantee”, thus the reason for not reporting that to the residents with the possibility of giving misleading information.

- c. Dunkard’s Bottom, Rolling Hills, Orchard Hills and Vista Subdivisions Update - Since the September meeting, letters were sent to the residents of each subdivision informing them of the results of the PSA’s September meeting. To date, two responses have been made by residents of the Orchard Hills subdivision. The two residents have called Mr. Utt and informed him of their inability to pay for the hook-up to the sewer system. Mr. Utt explained the grants that are available from South East Rural Community Assistance Project (SERCAP) that will assist low-income residents with the initial connection fee as well as the installation of the laterals. Also, Mr. Utt has

received a few phone calls from residents of the Dunkards Bottom community concerning their disappointment that the PSA voted not to pursue the water project. These residents were urged to write a letter to the County if they wished.

- d. Valley Harvest Ministries Sewer Line Extension- Plans have been received and reviewed for a sewer line extension to serve Valley Harvest Ministries Church located near Exit 98 on Interstate 81. The church is located at 4684 Cleburne Boulevard. The plans have been prepared by Brightwaters Engineering, Salem, Virginia. The line will be extended from the Wendy's Restaurant to the entrance to the church on Cleburne Boulevard, then along the entrance road approximately 500 feet.
- e. Days Inn Sewer- We received an inquiry from Mr. Mike Patel, owner of the Days Inn (formerly Red Carpet) at the intersection of Route 99 and I-81 requesting consideration to the installation of sewer service to the Days Inn facility. The hotel is served by a package sewer treatment plant, which discharges into Peak Creek. The 1½ mile line delivering treated sewage to Peak Creek has been damaged and is in need of repair. Mr. Tickner and Mr. Coake are working with Mr. Patel to evaluate options for service. ***Enclosed*** is correspondence from Mr. Tickner to Mr. Patel.
- f. Water & Sewer Service to Lee Highway, Tiny Town & Mabry Court Mobile Home Parks- ***Enclosed*** is a letter from Mike Boyer objecting to various requirements for the installation of public water and sewer service in the Lee Highway, Tiny Town, and Mabry Court mobile home parks. Mr. Shawn Utt continues to work on possible grants, which may be available to cover the cost of connection fees being questioned by Mr. Boyer. In order to protect the PSA and the Board from potential payment default for the proposed system, some form of payment guarantee will be required either in the form of a personal guarantee or payment of non-user fees for vacant spaces. I plan to continue working with Mr. Boyer as Mr. Utt confirms the amount of additional grant funding, which may be available to pay connection fees.
- g. Water & Sewer Billing of "Semi-Permanent" Campgrounds and/or Mobile Home Parks – As requested at the September meeting, ***enclosed*** is a draft public hearing advertisement.
- h. Disposal Permits for Landfill – ***Enclosed*** is a draft policy statement restricting use of disposal permits as a cost saving measure to the PSA. Approval is recommended prior to implementation on November 1, 2001.
- i. Falling Branch Road Turner Junkyard Fence- The fence Mr. Davis spoke of at the September PSA meeting is likely to be located on the existing sewer line and VDOT right-of-way. He will be asked to make provisions to facilitate reading of a water meter located on the non-public side of the fence. However, it is the recommendation of staff that the fence not be moved at this time since moving the fence back is likely to increase public view of the junkyard (the Turner property slopes downhill steeply from the road). Should the PSA have difficulty with access to either water or sewer lines, Mr. Turner would be responsible for relocating the fence.

- j. Draper Aden Report – ***Enclosed*** is a newsletter describing average water and sewer rates in Virginia, as well as a survey regarding financial subsidies of water and sewer systems. Details of the 2001 survey will be provided when we receive a copy.
- k. Heron's Landing Streetlights – A comparative report of the cost of private vs. PSA ownership of streetlights is being requested from American Electric Power and will be provided at the meeting, if received in time.
- l. Security Measures - Staff has implemented the following measures to protect the public water supply as much as reasonable possible:
 - 1. Directional signs to the Water Treatment Plant have been removed.
 - 2. Security systems to protect the Water Treatment Plant has been purchased at a cost of \$600 and is being installed by county staff.
 - 3. Permission is being requested from VDOT for installation of a gate across the existing state maintained access road approximately one-half mile from the plant.
 - 4. Residents living near water tanks are being asked to assist in monitoring any unusual activity and are being briefed by Sheriff's Department investigators regarding what to look for and how to respond.
- m. Drop Site Change in Hours of Operation - With the change in daylight saving times and concerns related to accessibility for second shift workers, the following hours are proposed to be effective Monday, October 29, 2001:
 - ◆ Fairlawn & Pulaski sites: Monday – Friday: 1:00 p.m. – 5:00 p.m.
 - ◆ Dublin Site: Monday – Friday: 8:00 a.m. - Noon
 - ◆ Both Sites – Saturday: 8:00 a.m. – 5:00 p.m.
- n. PSA November Meeting Dates- The regularly scheduled PSA meeting would normally fall on Monday, November 12, which will also be the observed Veteran's Day Holiday. Rescheduling of the November meeting to Tuesday, November 13 is recommended.
- o. Informational Items:
 - 1. Personnel Changes – See ***enclosed*** update prepared by Assistant County Administrator Nancy Burchett.
 - 2. Water/Sewer Line Extensions – Determination of Viability – ***Enclosed*** are results from the Institute of Government's polling of localities.
- p. Current Authorized Projects & Items Under Review
 - 1. Cloyd's Mountain Sewer Extension by VDOT
 - 2. New River Industrial Park Sewer Pump Station
 - 3. Surveys for Sewer Extensions for Dublin Area Subdivisions
 - 4. Collier Acres Sewer Extension with Commerce Park Development
 - 5. Engineering for Mobile Home Park Water & Sewer Extensions
 - 6. Water Hydrant Flushing

PMH/gh