

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Monday, Dec. 10, 2001
9:00 a.m.**

FOLLOW UP

ITEM

1. Citizen Comments
(None)

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
(Reported on all listed; approved adjustments
in a credit amount of \$29,193.96) Ms. Sayers

 - b. Purchase of Transfer Station from the City of Radford
(Approved agreement as recommended; execute
agreement and send to City of Radford) Ms. Hanks

 - c. Heron's Landing Streetlight Financial Protection
(Staff to draft a generic agreement for streetlighting
services to be used for any subdivision in the future;
place on future PSA agenda once agreement has
been drafted) Mr. Huber/
Mr. McCarthy

 - d. Drop Site Center Guidelines
(Approved guidelines as presented with "large
volume" to be defined as no more than 3 loads;
revise guidelines; distribute to PSA billing staff,
support staff, and supervisory staff; post at
drop site locations) Mr. Mayberry/
Ms. Hanks/
Ms. Burchett

 - e. Informational Items:
 1. Personnel Changes
 2. Bella Vista Water Tank Vandalism
 3. Filing of Disclosure Statements
 4. Rolling Hills, Vista & Orchard Hills Sewer Systems
 5. Fairlawn Large Item Drop Site
 6. Financial Report
(Reviewed all listed)

- f. 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
(Reviewed all listed)

3. Approval of November 13, 2001 Minutes
(Approved as presented with correction to Item 2g.) Ms. Hanks
4. Accounts Payable
(Approved subject to audit) Ms. Sayers
5. Other Matters
(None)
6. Adjournment

December 6, 2001

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity:
 - 1. Adjustments – Adjustments totaling \$29,193.96 are submitted as shown on the ***enclosed***.
 - 2. Inmate Availability Reports – Staff reports the inmate count for November provided one inmate per day.
 - 3. Balance Due Report – See ***enclosed***.
 - 4. Lien Report – See ***enclosed***.
 - 5. Work Order Count – 12 brush; 9 large item; 6 tires; 3 refrigerators.

- b. Purchase of Transfer Station from the City of Radford – ***Enclosed*** is the legal agreement drafted by Mr. McCarthy, transferring 100,000 gallons capacity in the Radford Pump Station to the Montgomery County Public Service Authority for an amount of \$49,805.63. Approval of the agreement is recommended.

- c. Heron's Landing Streetlight Financial Protection – I have confirmed with American Electric Power that the PSA could discontinue streetlight service at any time. This factor combined with the potential by the Heron's Landing Homeowners Association to prepay streetlight costs should adequately protect the PSA board from financial risk in this matter. Approval of PSA assistance on this basis is recommended.

- d. Drop Site Center Guidelines – ***Enclosed*** are draft guidelines for the operation of the drop center sites for consideration by the PSA. Approval of these guidelines is recommended.

- e. Informational Items:
 - 1. Personnel Changes – See ***enclosed*** update prepared by Assistant County Administrator Nancy Burchett.

2. Bella Vista Water Tank Vandalism - Mr. Coake advised the telemetry system at the Bella Vista Water Tank has been destroyed by vandalism. The Sheriff's Office has been contacted. The destruction of the equipment is estimated to cost \$5,000 to \$10,000 and may take eight weeks to replace. In order to operate the systems, steps are being taken to reinstall the equipment used when the tank was being painted. Until the new equipment is installed, the system will have to be operated manually which could result in some overflows.
 3. Filing of Disclosure Statements - Board members are reminded that the disclosures are due in our office no later than January 15, 2002. ***Enclosed*** is the section of the revised state code section requiring completion of these forms by all members of boards capable of appropriating over \$10,000.
 4. Rolling Hills, Vista and Orchard Hills Sewer Systems – The Board of Supervisors approved application for Rural Development Funding of these projects. ***Enclosed*** is the award letter from Southeast Rural Community Assistance Project, Inc. funding up to \$47,500 for these projects to pay for up to \$2,000 per low income household for connection fees, building permit fees and installation of the physical connection to the home.
 5. Fairlawn Large Item Drop Site – The site has been opened for large items and will soon be accepting recyclable products.
 6. Financial Report – ***Enclosed*** is a financial report of the PSA as of the end of October.
- f. 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