

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
(Reviewed all as listed; approved adjustments
in the credit amount of \$8,567.16) Ms. Sayers

 - b. Town of Dublin Sewer
(Ratified payment to the Town of Dublin for several
sewer customers located in the Fair Acres section of
Dublin; proceed with payment to Town of Dublin) Ms. Sayers

 - c. Hidden Valley Water & Sewer
(Approved individual water & sewer service to each residential
unit with Association being responsible for debt service
payment to the PSA, and service being terminated for
approximately six months out of the year at a 50% reduction
in the cut on/off fee, if majority of units turned on/off at the
same time; advise Association of action) Mr. Coake

 - d. Eagleview Sewer
(Staff reported working with Pulaski County Sewerage Authority
on the Eagleview sewer since the sewer service was in the
Authority's service area. Further, Sewerage Authority currently
reviewing options. PSA will need to consider a mutual aid
agreement between the Sewerage Authority and the PSA for
the maintenance of the pump stations should the Sewerage
Authority agree to proceed with project; place on future agenda
as needed) Ms. Hanks

e. Eagleview Mobile Home Park Sewer
(Approved additional engineering costs in the amount of \$6,500 to \$7,500 pending execution of agreement with the Park owner and the Sewerage Authority pertaining to the debt for the extension of sewer services to Eagleview) Mr. Huber

f. Informational Items
1. Personnel Changes
2. Draper Aden Associates Newsletters
3. White Pine Enterprises, Inc.
(Reviewed all as listed)

g. Current Authorized Projects & Items Under Review
1. New River Industrial Park Water and Sewer Extension
2. Water & Sewer Extensions Preliminary Engineering Reports
3. Collier Acres Sewer Extension with Commerce Park Development
4. Gateway Mobile Home Park Water & Sewer Extension Engineering
5. Water Hydrant Flushing
(Reviewed all as listed)

3. Approval of February 10, 2003 Minutes
(Approved) Ms. Hanks

4. Accounts Payable
(Approved subject to audit) Ms. Sayers

5. Other Matters
(Staff reported recent personnel termination was going to grievance panel)

(Authorized staff to recruit for Assistant Supervisor for Refuse Department) Ms. Burchett
Mr. Mayberry

(Staff reported PSA had not been billed by the Town of Pulaski for the shared costs of the Wurno pump station per agreement with the Town, and future billing is anticipated) Ms. Sayers

(Board requested County Attorney review the legality of the PSA's franchise from the Board of Supervisors to exclusively provide refuse pickup services to county residents and commercial customers) Mr. McCarthy

6. Adjournment

March 6, 2003

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity:
 1. Adjustments – Adjustments totaling \$8,567.16cr. are submitted as shown on the ***enclosed***.
 2. Inmate Availability Reports – Staff reports the inmate count for February provided two inmates per day.
 3. Balance Due Report – See ***enclosed***.
 4. Lien Report – See ***enclosed***.
 5. Work Order Count – 1 brush; 7 large item; 0 tires; 0 refrigerator.
- b. Town of Dublin Sewer – The location of the PSA offices in the Dublin Town Center resulted in a closer working relationship between the billing staffs. A result has been the discovery that the PSA was not paying the Town of Dublin for several customers in Fair Acres. ***Enclosed*** is a letter from Bill Parker describing the error. I have authorized payment to the Town of Dublin. Ratification is requested.
- c. Hidden Valley Water & Sewer – The Hidden Valley Association requests individual water and sewer service to residential units on the property. The association will be responsible for debt service payment with PSA billing to the individuals at normal PSA costs. Connection fees would be based on the bulk discount as approved by the PSA Board last month. This arrangement insures the PSA will not lose any money on the project and is recommended for approval. The Association will take responsibility for the loss of any trees resulting from the construction. Service will be terminated for approximately six months per year.
- d. Eagleview Sewer – Shawn Utt and I met with the Pulaski County Sewerage Authority this month. The Authority is considering options. Assuming the Sewerage Authority agrees to proceed, the Department of Environmental Quality requests consideration to a mutual aid agreement between the Sewerage Authority and the PSA for maintenance of pump stations. Any use of PSA staff for this purpose would be billed based on actual costs.

- e. Eagleview Mobile Home Park Sewer – ***Enclosed*** is correspondence from Draper Aden Associates regarding this matter. Approval of the additional engineering costs is recommended.

- f. Informational Items:
 - 1. Personnel Changes – See ***enclosed*** update of recent personnel changes.
 - 2. Draper Aden Associates – ***Enclosed*** are newsletters from Draper Aden.
 - 3. White Pine Enterprises, Inc. – ***Enclosed*** is an update from Sam Campbell giving Mr. Beardon additional time. Also ***enclosed*** is his letter and revised billing calculations.

- g. 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

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