

FOLLOW UP

ITEM

1. 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
(No report given this month)
 - b. Riverbend Mobile Home Park Water & Sewer Hookups
(Agreed for staff to poll potential customers in area to determine interest; place on future PSA agenda as results of polling is known) Ms. Hanks/Mr. Utt
 - c. Rt. 99 Preliminary Engineering Report
(Board advised of insufficient revenue to support project and topography of area not conducive to additional development; staff to convene meeting with the Town of Pulaski, The Days Inn and other property owners to determine their interest in financially supporting the water extension) Mr. Huber
 - d. Walter's Mobile Home Park Transfer
(Mr. Jim Gilbert, owner of Park, requested Board of Directors to allow him to assume the previous second mortgage on the deed of trust for Walter's Mobile Home Park held by the PSA; Board approved request of Mr. Gilbert)
 - e. Draper Meadows Subdivision
(Requested that staff develop a recommendation for the collection of higher connection fees or other fees to be escrowed by to be used for the purpose of installing fire hydrants and to off-set the costs of water tanks; place on May meeting agenda for possible action) Mr. Huber/Mr. Coake/Ms. Hanks

- f. Water Tank Painting
 (Approved awarding of Thornspring Water Tank painting to low bidder for approximately \$33,000; other water tanks needing painting to be reviewed with each budget year; proceed with contract for painting of Thornspring Water Tank) Mr. Coake
- g. Informational Items
1. Review of Ordinance Declaring PSA as Sole Refuse Collection Provider
 (Place any additional concerns from Attorney General's review on next agenda – Implement notification letters) Ms. Hanks
 Mr. McCarthy
 2. PSA v. White Pine Enterprises, Inc.
 (Reviewed most recent correspondence)
 3. PSA Appointment
 (Staff suggested a Planning Commission member might be appropriate for appointment to the PSA Board of Directors)
 4. PSA Audit
 (Reviewed copies of audit report; staff reported Deanna Cox of Robinson, Farmer, Cox Associates would be at the next meeting to present the report and answer questions; place on May agenda) Ms. Hanks
 5. Personnel Changes
 (Reviewed)
- h. Current Authorized Projects & Items Under Review
1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
 2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (pending Rural Development funding)
 3. Painting Water Tanks
 (Reviewed all listed)
2. Approval of March 10, 2003 Minutes
 (Approved as presented) Ms. Hanks
3. Accounts Payable
 (Approved subject to audit) Ms. Sayers

4. Other Matters

- Stony Ridge Development:

(Staff advised of development off of Rt. 11 and near Mt. Pleasant Subdivision in Dublin; reviewed plans to connect the PSA water line to the Town of Dublin existing line with 2 meters being installed, one for incoming and one for outgoing at no cost to the PSA; place on future PSA agenda as needed)

- Special Recognition for J. Mack Baker:

(Board instructed staff to prepare a memorial resolution from the PSA Board of Directors framed with Mr. Baker's name plate to be presented to the family of J. Mack Baker in the near future)

Ms. Burchett/Ms. Hanks

5. Adjournment

April 10, 2003

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

Due to the changeover in the software, reports for the following will not be available this month:

1. Adjustments
2. Inmate Availability Reports
3. Balance Due Report
4. Lien Report
5. Work Order Count

b. Riverbend Mobile Home Park Water & Sewer Hookups – The owners of the Riverbend Mobile Home Park, at the intersection of Route 114 and Viscoe Road, would like a determination regarding the future extension of sewer service to the area. I recommend polling potential customers along Route 114 from Viscoe Road to the New River Bridge to determine the level of interest. **Enclosed** is a service area map and cost calculations regarding this potential project.

c. Rt. 99 Preliminary Engineering Report – **Enclosed** is a letter responding to inquiries from Mr. Patel, owner of Days Inn near the intersection of Route 99 and I-81 (formerly Red Carpet). Unfortunately, we cannot find sufficient revenue to support this project and the topography of the area is not conducive to additional development. As a result, the \$1.4 million cost results in a \$200 per month billing without any local government subsidy and \$100 per month with \$700,000 in subsidy. In addition, water service would have to be extended at a cost of \$230,000 in order to obtain the development potential of extending sewer service. I would appreciate suggestions from the Board regarding ways of addressing this issue. My thoughts are to convene a meeting with the town, the Days Inn and other property owners at the intersection to see if there is any interest in their supporting the project financially.

- d. Walter's Mobile Home Park Transfer- Ownership of this mobile home park transferred last week from Mike Boyer to Jim Gilbert. Mr. Gilbert has escrowed the \$56,400 needed to pay off the PSA debt for water service, pending revision to the PSA agreements securing the PSA debt on the property. Mr. Gilbert also plans to attend the PSA Board meeting to discuss security arrangements.
- e. Draper Meadows Subdivision – ***Enclosed*** is a request from Paul Henegar requesting connection to PSA water service to a 10-lot subdivision adjacent to Painters Woods in Draper without installing fire hydrants. This request is based on the lack of water pressure needed to provide fire flow. I suggest the PSA consider a future policy requiring escrow of funds needed to install fire hydrants and some reasonable contribution toward the cost of a water tank. I would also recommend that PSA approval be contingent on concurrence with the Planning Commission.
- f. Water Tank Painting – After reviewing the condition of area water tanks and available funding, a contract has been let for painting of the Thornspring water tank. We plan to provide the PSA Board with a report of the options and alternatives in addressing future painting needs.
- g. Informational Items:
 - 1. Review of Ordinance Declaring PSA as Sole Refuse Collection Provider- I have reviewed the county ordinance with Tom McCarthy granting the PSA a franchise as the sole provider of refuse collection services. Mr. McCarthy is also reviewing it with the Attorney General prior to my responding to a number of inquiries from commercial customers requesting use of private haulers. With the assistance of Mr. McCarthy, I plan to prepare a standard letter for use in responding to present and future inquiries of this type.
 - 2. PSA v. White Pine Enterprises, Inc. – ***Enclosed*** is the most recent correspondence from Sam Campbell to Emory Beardon.
 - 3. PSA Appointment – I am recommending the Board of Supervisors consider appointing a member of the Planning Commission to fill the vacant PSA Board position in order to improve coordination and communications between the two boards both of which have a major impact on guiding development within the county.
 - 4. PSA Audit – ***Enclosed*** is the PSA audit for the year ending June 30, 2002. FY 01 figures are also provided for comparative purposes. Deanna Cox is invited to attend the May Board meeting to review the audit with you. Please let staff know if you have specific questions you would like her to respond to so that we can make best use of her time.

5. Personnel Changes – See ***enclosed*** update of recent personnel changes.

h. Current Authorized Projects & Items Under Review

1. Public Water and Sewer Service to Mobile Home Parks (engineering underway)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (pending Rural Development funding),
3. Painting Water Tanks

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