

FOLLOW-UP

ITEM

1. Mechanical Trash Can Loader Demonstration
(Arrange for installation of a test unit on a relatively new existing PSA truck with residential stops - Place on agenda after installation) Mr. Nichols
Ms. Hanks

2. Citizen Comments

(Mr. Jim Whited expressed concern over unresolved issues related to sewer to Polyester Mobile Home Park – Staff explained some delays were due to Rural Development requirements – follow-up on ductile iron vs. PVC water line issue) Mr. Huber

(Mr. John Kelly, partner in the development of Stone Ridge Subdivision, expressed concern over the PSA having two separate policies regarding supplying of water meters, specifically his company having to purchase the meters, the PSA requirement over use of a certain brand of meter boxes, costs related to the PSA requirement for installing pressure reducing valves, and lack of response from PSA staff over releasing of bond)

(Staff to provide recommendation re: a standardized fee for all developers, as well as a recommendation re: the need for a higher connection fee - Mr. Huber/Mr. Coake
Place update on October PSA agenda) Ms. Hanks

(Staff to respond to Mr. Kelly re: bond release) Mr. Coake

3. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
 2. Inmate Availability Report
 3. Balance Due & Lien Report
 4. Work Order Count
 5. Drop Site Total & County Landfill Tonnage
(Reviewed)

b. Action Items:

1. Morehead Lane Sewer Service
(Staff reported developer had dropped request due to increase in cost of land – Staff recommended setting a \$2,000 surcharge per connection, decreasing by \$500 per year in locations where a developer has invested in trunk lines or other support infrastructure such as a sewer pump station or water tank – Staff to contact other local governments to determine their current policies in relation to this matter – Place update on October PSA agenda)
Mr. Huber
Ms. Hanks
2. Fees for Water & Sewer Connections
(Staff reported on variation in the cost of sewerage mobile home parks, the Dublin area subdivisions, and Highland Park – Place on agenda for PSA meeting for advertisement of public hearing on two different rates)
Ms. Hanks
3. Agreement Between Virginia's First, PSA, Pulaski County, HASH Investments, LLC & DRL Group, LLC
(Board requested staff review change to agreement allowing PSA to put up 50% of costs, as long as PSA furnishes all water – Negotiate with Mr. Hagan – Place update on October PSA agenda)
Mr. Huber
Ms. Hanks
4. Water Tank Painting Change Order
(Approved)
Mr. Coake

c. Informational Items:

1. PSA Accounts Update
(Reported staff had found 2,067 accounts on tax maps that may not have a PSA account – Staff clarified that it had picked up less than 100 customers as a result of sending out 400 letters to addresses that may already be paying a PSA bill)
2. Rural Development Audit Program
(Send letter describing response to audit findings by September 20 deadline)
Mr. Huber

3. NRRA Disposal Fees & Further Clarification on Customer Paying Tipping Fee at NRRA
(Continue with current requirements)

3. Reminder Re: October Meeting Date Rescheduling
(Reminded of meeting to be held on Tuesday, October 12)

d. 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 (engineering underway)
3. Painting Water Tanks

4. Approval of Minutes of August 9, 2004
(Approved)

Ms. Hanks

5. Accounts Payable
(Approved)

Ms. Sayers

6. Other Matters
(None)

7. Adjournment

September 7, 2004

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$836.13cr are submitted. A copy of the spreadsheet is ***enclosed***.
2. Inmate Availability Report - Staff reports the inmate count for August provided three inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 16 brush; 25 large; 0 tire(s); 4 refrigerator(s).
5. Drop Site Total & Landfill Tonnage – August and 2003 Report – The following drop site and landfill tonnage reports for August are presented, as well as the ***enclosed*** Drop Site Report for Year 2003.

**DROP SITE TOTAL
FOR THE MONTH OF AUGUST**

Site	Trips	Tonnage
Dora Highway	49	105.17
Dublin	41	96.29
Fairlawn	19	34.56
Total	109	236.02

County Landfill Tonnage
(county customers & Refuse Department Haulers)
(for the Month of August)

Misc Debris(tons)	Appliances	Tires	Brush(tons)
,512.22	76	614	95.76

b. Action Items:

1. Morehead Lane Sewer Service – The developer reports having dropped this request due to a recent increase in the cost of the land. However, I would like to get the guidance of the PSA in addressing similar situations. My thoughts are to set a \$2,000 surcharge per connection decreasing by \$500 per year in locations where a developer has invested in trunk lines or other support infrastructure such as a sewer pump station or water tank. These funds would be collected in addition to normal PSA connection charges and would be reimbursed to the developer. This situation would be applicable to several other locations as indicated in the enclosed listing provided by Ron Coake. Additional potential development projects include areas adjacent to the Motor Mile Speedway, and sewer service to the area near the Pulaski Elementary School. Establishment of this policy would also encourage the potential development of other utility lines by the private sector.
2. Fees for New Water and Sewer Connections – As shown on the enclosed summary table, there is a significant variation in the cost of serving the mobile home parks, the Dublin area subdivisions, and Highland Park. The mobile home parks with the least distance between connections is the least expensive to serve while Highland Park is the most expensive. Since the ability of residents to pay is also less in the mobile home parks, adoption of at least two different rate structures is recommended. Using two differing rates would reduce the monthly cost for mobile home park and Orchard Hills, Rolling Hills and Vista subdivisions by \$7.50 per month while increasing the cost to Highland Park residents by \$5 per month.
3. Agreement Between Virginia's First, PSA, Pulaski County, HASH Investments, LLC & DRL Group, LLC – Enclosed is the most recent version of this agreement. Ron Coake estimates the cost of extending the sewer line under Route 11 to be \$100,000 this cost would be shared with the property owner and Virginia's First.
4. Water Tank Painting Change Order - Approval of the enclosed change order number three in the amount of \$2,721.00 for repairs to the water tanks in Dublin and Shiloh is requested.

c. Informational Items:

1. PSA Accounts – Mr. Spangler reports he has found 2,067 on Pulaski County tax maps that may not have a PSA account. There are now 8,820 PSA records in the file which were used to check the tax maps resulting in 23.4% difference. He plans to cross reference the missing PSA addresses against the real estate records in order to improve the accuracy of the delinquent records.

2. Rural Development Audit Program - ***Enclosed*** is correspondence from the Travis Jackson, Director of the USDA Rural Development, requesting the PSA amend the June 30, 2003 financial report with an auditor approved corrective action plan to resolve the deficiencies in the Authority's financial records. The actions taken to date address his concerns.
3. NRRA Disposal Fees & Further Clarification on Customer Paying Tipping Fee at NRRA – Pending further concerns from the NRRA staff, I recommend continuation of the current requirement for a PSA bill, disposal permit and matching identification prior to PSA payment for refuse disposed of at the landfill. In the long-term, I have asked staff to review guidelines for items accepted at the drop centers as well as the landfill to ensure consistency.
4. Reminder Re: October Meeting Date Rescheduling - Board members are reminded of the rescheduling of the October PSA meeting to Tuesday, October 12, due to the regular October 11 meeting falling on the Columbus Day Holiday.

d. Current Authorized Projects & Items Under Review:

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