

FOLLOW-UP

ITEM

1. Citizen Comments
(Mr. Jim Whited requested an update re: grant funding – Staff advised of a planned meeting with Rural Development to discuss grant funding) Mr. Utt

2. Presentation of PSA Audit
(Presented detailed report)

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
(Approved) Ms. Sayers

 - b. Action Items:
 1. Agreement Between Virginia's First, PSA, Pulaski County, HASH Investments, LLC & DRL Group, LLC
(Approved asking Virginia's First to consider participating in sharing costs – Staff to work with all parties to provide update to PSA Board) Mr. Coake/
Mr. Huber

 2. Regional Water Supply Study Resolution
(Approved resolution in support of the concept and continued study of a regional water authority – Prepare resolution and send to PDC) Ms. Hanks

 3. Water Meter Connection
(Approved allowing the connection on either of the following proposals. 1) To allow a proposed mobile home to be used as a care taker dwelling for the property formerly know as Dick Price Ford to connect to the existing water service. or

2) Provide ½ of the cost up to \$500 to connect the proposed care taker dwelling to the main water line on Route 11)

Mr. Coake

4. Filing of Real Estate Disclosure Forms
(Presented)

5. Additional Streetlights in Heron's Landing
(Approved installation of seven additional lights, contingent on receipt of a written request from the Homeowners Association agreed to pay the additional costs – Notify homeowners)

Ms. Hanks

c. Informational Items:

1. Towns of Dublin & Pulaski Annual Water Settlement Calculations FY 04
(Reviewed calculations)

2. Pre-applications/Surveys for Water Extension Projects
(Reported Health Department funding for water service to mobile home parks as an alternative to Rural Development funding, contingent on Health Department confirmation regarding minimum billing and ductile iron pipe policies)

Mr. Utt/Mr. Coake

3. Polyester Mobile Home Park (Possible loss of Rural Development Funding)
(Reported possible loss of Rural Development funds obtained by Congressman Boucher for installation of water and sewer for several mobile home parks in Pulaski County)

4. Fair Acres Sewer
(Staff presented request from Lee Whaley requesting sewer service in Fairlawn)

5. Personnel Changes
(Reviewed)

6. Raw Water Pump Station
(Reported staff working to correct major malfunction in one of two pumps supplying the Water Treatment Plant)

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
(Reviewed)

4. Approval of Minutes of November 8, 2004
(Approved)

Ms. Hanks

5. Accounts Payables
(Approved)

Ms. Sayers

6. Other Matters
(None)

7. Adjournment

December 9, 2004

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Presentation of PSA Audit

See *enclosed* e-mail from Deanna Cox describing an increase in the cash balance while there was an overall loss of net worth due the correction in accounts receivable. We now have the ability to post the audit on the County's web site and plan to do so after being reviewed by the PSA Board. Also *enclosed* is a copy of the FY 04 audit.

/gh

December 9, 2004

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$25,978.37 cr. are submitted. A copy of the spreadsheet is ***enclosed***.
2. Inmate Availability Report - Staff reports the inmate count for November provided three inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 10 brush; 17 large; 0 tire(s); 1 refrigerator(s).
5. Drop Site Total & Landfill Tonnage – November – The following drop site report is provided for November:

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

Site	Trips	Tonnage
Dora Highway	43	82.47
Dublin	28	62.55
Fairlawn	18	36.14
Total	89	181.16

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

Misc Debris(tons)	Appliances	Tires	Brush(tons)
7324.20	77	646	52.35

b. Action Items:

1. Agreement Between Virginia's First, PSA, Pulaski County, HASH Investments, LLC & DRL Group, LLC - I am continuing discussions with Shelor Motor Mile regarding the easement issue and plan to provide the Board with an update at the meeting. A meeting with David Hagan has been scheduled for Thursday and I hope to provide the Board with an update at the meeting.
2. Regional Water Supply Study Resolution - ***Enclosed*** is a draft resolution of support for the concept of a regional water authority. There is a growing need to interconnect water supply systems of the Town of Pulaski, the PSA and the City of Radford in order to improve reliability, reduce long-term costs and increase available capacities. The Regional Water Supply plan provides a way to evaluate the cost of needed interconnections. Rural Development has agreed to allow the county to use funding earmarked for water service to mobile home parks for the purpose of constructing a water pump station allowing the Town of Pulaski to supply the PSA distribution system. I recommend utilizing these funds in this manner, while also seeking the development of a similar pump station to allow interconnection between the Radford and PSA treatment plants following development of the proposed Regional Water Authority.
3. Water Meter Connection – A request has been made by Hash Investments for a water meter to serve a mobile home which will be placed on the property of the former Dick Price Ford Dealership. There is a 1" water line in Morris Farm Road which serves six existing families and would serve this mobile home. This 1" water line is not sufficient to serve additional dwellings and Mr. Larry Morris, a resident connected to the line, has complained about the attempt to install another connection on this line. Hash Investments has agreed to ask for permission to install two customers on one meter for this location. Thus, it is recommended that permission be granted by the PSA to Hash Investments to allow two customers be served from the existing meter serving this site. The other option is to replace the existing 1" water line in Morris Farm Road with a larger line to adequately serve this area. It is estimated the cost would be approximately \$15,000 to install a larger line to replace 300 feet of the existing line.
4. Filing of Real Estate Disclosure Forms – ***Enclosed*** (bound separately) for Board members are the real estate disclosure forms which need to be filled out and returned to our office no later than January 15, 2005.
5. Additional Streetlights in Heron's Landing – I received a request from American Electric Power (AEP) for approval to install seven additional streetlights in the Heron's Landing Development. Approval is recommended, contingent on receipt of a written request from the Homeowners Association agreeing to pay the additional cost.

c. Informational Items:

1. Towns of Dublin & Pulaski Annual Water Settlement Calculations FY 04 – ***Enclosed*** are copies of the annual water settlement calculations for the towns of Dublin and Pulaski for FY 04.
2. Pre-applications/Surveys for Water Extension Projects - ***Enclosed*** is correspondence from Shawn Utt to the Virginia Department of Health transmitting two pre-applications/surveys for water extension projects in Pulaski County. Health Department funding for water service to mobile home parks is recommended as an alternative to Rural Development funding. This recommendation is contingent on Health Department confirmation regarding minimum billing and ductile iron pipe policies.
3. Polyester Mobile Home Park (Possible loss of Rural Development Funding)-***Enclosed*** is correspondence from James Whited to the Board of Supervisors regarding possible loss of Rural Development funds obtained by Congressman Boucher for installation of water and sewer for several mobile home parks in Pulaski County.
4. Fair Acres Sewer – I received a request from Mr. Lee Whaley asking that public sewer service be installed in Fairlawn. I described the PSA's approval process for utility installations.
5. Personnel Changes – ***Enclosed*** is an updated listing of recent personnel changes.
6. Raw Water Pump Station – The Water Treatment staff has been working to correct a major malfunction in one of two pumps supplying the Water Treatment Plant. We anticipate the repair to cost between \$10,000 and \$20,000. This situation illustrates the need for having an alternate water source such as the proposed inconconnections with the Town of Pulaski or City of Radford treatment plants through the formation of a regional water authority.

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 (completed for 2004)

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