

FOLLOW-UP

ITEM

(Doug Warren appointed as temporary chair in the absence of Mr. Huff and Mr. Vaughan)

1. Citizen Comments

2. Reports from the County Administrator & Staff:

a. Collection Staff Activity:

1. Adjustments
(Approved)

Ms. Sayers

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. Dublin Water Tank Cellular Phone Antenna
(Approved, with modifications and subject to review and approval by county attorney)

Mr. McCarthy/
Mr. Coake

2. Establishment of Regional Drop Sites
(Board concurred with staff recommendation of endorsement of standardization and regional operation of drop sites throughout the New River Valley)

3. Health Insurance Program
(Approved staff recommendation of three health insurance options)

4. Dumpster Donations
(Confirmed donation of two dumpsters to Town of Dublin, which were available due to the PSA moving to use of front load dumpsters)

5. Mutual Aid Agreement
(Approved agreement which includes assistance with public works including water, sewer, and refuse collection)

Mr. Huber/Mr. McCarthy

6. Cell Phone Agreement
(Approved signing a one-year agreement) Mr. Huber/Mr. Bell

c. Informational Items:

1. HB 2168 – Additional Requirements
(Reported summary of bill adding option for regional cooperation to the procedure localities must follow before displacing private companies providing garbage, trash, or refuse collection services)

2. PSA Pipe Standards
(Reported the commissioning of Draper Aden Associates to provide a comparative study – Provide Board with report once completed)

Mr. Huber/Ms. Hanks

3. Office Space
(Reported plans to expand the PSA offices in the Dublin Town Center over the next nine months)

4. FY 06 Budget (Draft)
(Provided draft budget – Place review of budget on May agenda)

Ms. Hanks

6. Personnel Changes
(Reviewed)

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

3. Closed Session - 2.2-3711.A.1
(No action)

4. Approval of Minutes of March 14, 2005
(Approved)

Ms. Hanks

5. Accounts Payables
(Approved)

Ms. Sayers

6. Other Matters
(None)

7. Adjournment

April 7, 2005

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$6,294.64 cr are submitted. A copy of the spreadsheet is ***enclosed***.
2. Inmate Availability Report - Staff reports the inmate count for March provided three inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 20 brush; 12 large; 0 tire(s); 4 refrigerator(s).
5. Drop Site Total – March – There is no drop site report for the month of March.

b. Action Items:

1. Dublin Water Tank Cellular Phone Antenna – As requested by the PSA at the March meeting, Mr. Coake has continued negotiation of the ***enclosed*** lease to U.S. Cellular for use of space on the Dublin Water Tank for a total of six antennas. These antennas will be attached to the existing railing and will be approximately six feet tall and six inches in diameter. They will install cables from equipment to be stored in a 10 ft. by 10 ft space in the interior of the water tank. The rate for this lease is proposed to be \$1,850 per month. Full approval by the PSA Board is recommended pending review by the County Attorney.

2. Establishment of Regional Drop Sites – Over the past several months, we have been working with the New River Resource Authority on the possible standardization and regional operation of drop sites throughout the New River Valley. The financing of the drop centers would be accomplished through a surcharge on the tipping fee in a similar manner to the funding of the existing PSA Drop Centers by the PSA. Staff recommends endorsement of this approach by the PSA for the following reasons: residents could drop items off in adjacent localities in the hopes of increasing recycling rates while increasing customer convenience.
3. Health Insurance Program – ***Enclosed*** is a description of three health insurance options and a related sheet describing the way in which we plan to share costs between the PSA and the employee. Adoption of this plan by the PSA is recommended.
4. Dumpster Donations – We have donated two dumpsters to the Town of Dublin surplused when we moved to use of front load dumpsters. I would like to ask the Board to ratify this change and to confirm continued support as may be needed.
5. Mutual Aid Agreement – ***Enclosed*** is a mutual aid agreement adopted by the Board of Supervisors for consideration in working with adjacent localities. Since the agreement includes assistance with public works including water, sewer, and refuse collection, adoption of the draft agreement by the PSA is recommended.
6. Cell Phone Agreement – We have been using NEXTEL for the past year without a written usage agreement. Approval to sign a year long contract will result in a slight reduction in cost.

c. Informational Items:

1. HB 2168 – Additional Requirements - ***Enclosed*** is a summary of House Bill 2168 adding requirements to the procedures localities must follow before displacing private companies providing garbage, trash, or refuse collection services. Based on these criteria it appears that it may be helpful to regionalize collection services.
2. PSA Pipe Standards – Several mobile home park owners made presentations to the Board of Supervisors requesting acceptance of Rural Development standards which do not allow for specifying the type of pipe to be installed. Water systems installed with the grant/loan funds are subsequently the responsibility of the PSA for maintenance and billing purposes. The Board of Supervisors has commissioned a comparative study by Draper Aden Associates which should be available by the end of April, a copy of which will be provided to the PSA Board.

3. Office Space – We plan to expand the PSA offices in the Dublin Town Center over the next nine months by moving an existing Recreation staff member using an upstairs office in the Dublin Town Center to the ground floor of the Visitor Center after its renovation. This change will give each the PSA staff an individual office, as well as a shared workroom.
4. FY 06 Budget (Draft) – I plan to distribute a draft PSA budget for your consideration and discussion at the May Board meeting.
5. Personnel Changes - ***Enclosed*** is a memo from Ms. Burchett describing recent personnel changes.

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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April 7, 2005

TO: PSA Board of Directors

FROM: Peter Huber, County Administrator

SUBJECT: Closed Meeting – 2.2-3711.A.1

A closed meeting is requested pursuant to Section 2.2-3711.A.1 of the 1950 Code of Virginia, as amended, to discuss personnel. **Enclosed** is a draft resolution to enter the closed meeting on recommended matters, as follows:

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- Employee Issue – **Enclosed** is a memo to the PSA Board and Board of Supervisors describing recent actions taken to terminate Oscar Sherman's employment with the PSA.

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CLOSED MEETING RESOLUTION

A closed meeting is requested pursuant to Section 2.2-3711.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters.

The following motion is suggested for a closed meeting at the April 11, 2005 PSA Board of Directors meeting:

It was moved by _____, seconded by _____ and carried, that the PSA Board of Directors enter closed session for discussion of the following:

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ Employee Issue

Voting yes: _____

Voting no: _____

Abstaining: _____

Not present: _____