

**AGENDA  
PULASKI COUNTY  
PUBLIC SERVICE AUTHORITY**

**Regular Meeting  
Monday, Sept. 12, 2005  
9:00 a.m.**

<b>ITEM</b>	<b>PRESENTED BY</b>
1. <u>Citizen Comments</u>	
2. <u>Reports from the County Administrator &amp; Staff:</u>	
a. <u>Collection Staff Activity:</u>	
1. <u>Adjustments</u> (Approved)	Ms. Sayers
2. <u>Inmate Availability Report</u>	
3. <u>Balance Due &amp; Lien Report</u>	
4. <u>Work Order Count</u>	
5. <u>Drop Site Total &amp; County Landfill Tonnage</u> (Reviewed)	
b. <u>Action Items:</u>	
1. <u>Roll-off Rates</u> (Approved advertising roll off rate at \$95, with a fuel adjustment statement to be included if allowable by state law; Prepare appropriate ad and advertise for a public hearing to be held at December 12 PSA meeting Advertise on the following dates: Oct. 2 & 9, 2005)	Ms. Burchett/Mr. Huber
(Send notice to PSA roll off customers re: public hearing)	Ms. Sayers
2. <u>Pipe &amp; Wire License Agreement between Norfolk Southern Railway Company and PSA</u> (Staff to evaluate offer and provide recommendation at October PSA meeting – Place on October PSA agenda)	Mr. Coake Ms. Hanks
3. <u>Mallard Point Request for Extension of Water Service</u> (Board concurred that the cost of installing and maintaining water system would be responsibility of property owners, based on subdivision plat stipulation – Advise residents as appropriate)	Mr. Huber

4. New River Valley Truck Plant Discharge Permit  
(Ratified permit extension)
5. Polyester Mobile Home Park Agreement  
(Approved including language suggested by Jim Whited allowing for "overage" amount to be applied to reducing the loan balance, with language stipulating any "overage" would be at the sole discretion of the PSA Board – Prepare final agreement) Mr. McCarthy
6. Polyester Mobile Home Park Bid Award  
(Approved awarding bid, subject to negotiations, as well as tentative Rural Development approval) Mr. Coake/  
PDC
7. Ratification – Agreement for Engineering Services Orchard Hills/Vista Sewer Project  
(Ratified)
8. Caseknife Road Water Line Extension  
(Approved proceeding with billing based on original commitment, allowing residents until January 1, 2006 to connect or begin paying non-user fees – Notify residents of non-user fee date) Mr. Coake

c. Informational Items:

1. Sewer Treatment Plant Designated Service Area  
(Reported staff working with PFRWTA to expand the designated service area for the sewer treatment plant to include the Rt. 989/I81 interchange and the Draper Community) Mr. Coake
2. Revenues and Expenditures Summary  
(Reviewed)
3. Water Tank  
(Reported plans by developer to contact Town of Pulaski regarding long term plans for property)

4. Proposed Adoption of Sulfate Limit  
(Reported proposed adoption of a sulfate limit on sewage disposed of by local industries)
5. Policy Re: Sewer Connection Service to Basement Elevations  
(Adopted policy which would allow for servicing the basement of a structure, if practical, but with priority to be to serve first floor of structure – Prepare written policy to include in PSA minutes) Mr. Coake
6. Use of Dublin Water Tank for Cell Phone Antennas  
(Reported Blue Ridge Cellular has begun installation of antennas on the tank)
7. Drop Site Management  
(Provide to Board how much brush is brought into the drop sites, etc. – Place update on October Board agenda) Mr. Nichols  
Ms. Hanks
- 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)
3. Approval of Minutes of July 11 & August 8 2005  
(Approved) Ms. Hanks
4. Accounts Payable  
(Approved) Ms. Sayers
5. Other Matters  
(Staff reminded Board of October PSA meeting being held on Tuesday, October 11 due to holiday falling on Monday, October 10)  
  
(Place lien status report on October agenda) Ms. Hanks
6. Adjournment

September 8, 2005

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$11,642.90 are submitted. A copy of the spreadsheet will be ***enclosed***, if received in time.
2. Inmate Availability Report - Staff reports the inmate count for August provided two inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 47 brush; 66 large; 2 tire(s); 5 refrigerator(s).
5. Drop Site Total & County Landfill Tonnage – The following drop site report is provided. There is no landfill report for the month of August.

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

Site	Trips	Tonnage
Dora Highway	51	119.66
Dublin	43	97.28
Fairlawn	10	36.01
Total	104	252.95

b. Action Items:

1. Roll-off Rates - Staff continues to work on documenting appropriate roll-off charges. I hope to have a report prepared for the meeting.
2. Pipe & Wire License Agreement between Norfolk Southern Railway Company and PSA- **Enclosed** is correspondence from DMJM Harris, the company retained by Norfolk Southern Railway Company to administer pipeline and wire line crossings throughout the rail system. The contract administrator is requesting the PSA authorize amending the Agreement to eliminate all future billings for the estimated lump sum price of \$16,000. Staff is evaluating this offer and plans to have a recommendation for the PSA Board at the meeting.
3. Mallard Point Request for Extension of Water Service - I have been informally approached by residents of the Mallard Point condominiums regarding the possible extension of PSA water service to serve their homes. This request follows the enclosed letter from the Cunningham family notifying the Mallard Point homeowners that the operation of the water distribution system serving the condominium development would become the responsibility of the home owner's association. The subdivision plat includes the following stipulation:

"All roads are private and the homeowner/developer agrees to never request funds from the County of Pulaski for construction or maintenance of roads, curbs, gutters, or any portion of a road system or any other community facilities such as water and/or sewer systems."

Based on this statement, the cost of installing and maintaining the water system would be the responsibility of the property owners.
4. New River Valley Truck Plant Discharge Permit – After coordinating with the Pepper's Ferry Regional Wastewater Treatment Authority staff, I have signed an extension to the existing wastewater discharge permit for the New River Valley Truck Plant. This extension grants a six month waiver of sulfate standards, pending the completion of construction on the new sewage pretreatment facility being built by Volvo. Enclosed is correspondence from Volvo regarding this matter. Ratification by the PSA Board approving this permit extension is requested.
5. Polyester Mobile Home Park Agreement – Enclosed a copy of the existing agreement with Jim Whited for the installation of water and sewer service to Polyester Mobile Home Park, as well as suggested changes proposed by Mr. Whited. I recommend leaving the use of future "overage" amounts up to the discretion of the PSA Board. Mr. Whited would like to see this amount applied to reducing the loan balance allowing for a quicker payoff which may work well, assuming that the PSA has funds available to do so. However, committing to this arrangement at this time would limit the financial flexibility of the PSA Board. Mr. Whited's suggested paragraph does allow for that flexibility. In order to avoid future misunderstanding, I suggest a sentence be added to clarify that utilization of any "overage" would be at the sole discretion of the PSA Board.
6. Polyester Mobile Home Park Bid Award - We hope to have a bid price for this project at the time of the meeting (Bids are due on Friday September 8) and

would like to ask the PSA Board to award the bid, assuming bids are within budget projections and that there are no technical issues with the contractor.

7. Ratification – Agreement for Engineering Services Orchard Hills/Vista Sewer Project – Ratification of the enclosed agreement is requested. I signed the agreement in order to keep the project on schedule. This change extends the service area to include apartments on Armstrong Street which have a long history of sewage problems. I also suggest that the PSA require some financial contribution by the owners of the apartment complex to help offset this added cost.
8. Caseknife Road Water Line Extension – Following certification by the Health Department that the Caseknife Road water line extension has passed bacteriological tests, we are now ready to begin connecting the 12 homes served by the line. The initial commitment letter to residents was to have installed the line at a cost of \$83,705 to include financing by Rural Development over 40 years resulting in a non-user fee of \$29.47 and an average bill of \$41.57 for 5,000 gallons per month. In order to expedite the project, we propose utilizing commercial financing, or Virginia Resource Authority financing, both of which result in a 20 year term. Thus, while actual construction costs were \$75,175 or \$8,530 under budget, the shorter financing term will result in a net annual loss of a loss of \$737.49 for 2%, 20-year financing to \$2,636.84 per year for 6%, 20-year financing. Should 0% financing be available, as is sometimes offered by the Health Department, the project could result in a \$67.33 annual gain to the PSA. Staff will be working to obtain best possible rates. Approval to proceed with billing based on the original commitment is recommended, as is allowing residents until January 1, 2006 to connect or begin paying non-user fees.

c. Informational Items:

1. Sewer Treatment Plant Designated Service Area - Ron Coake is working with the Peppers Ferry Regional Wastewater Treatment Board to expand the designated service area for the sewer treatment plant to include the Route 99/I-81 interchange and the Draper Community. While there is no currently no funding to serve this area, the expansion of the service area designation is needed to be able to consider any future extension of sewer service in the future.
2. Revenues and Expenditures Summary - Enclosed is a summary of revenues and expenditures comparing actual FY 2002, FY 2003, FY 2004, FY 2005 and FY 2006 budget. Actual revenue for the fiscal year ending June 30, 2005 was \$5,466,623 while expenditures totaled \$5,328,778 for a net cash balance of \$137,845.
3. Water Tank – Stan Moran reports that Lorado Robinson has advised he will have the revised analysis to submit to the Health Department within the month. In the meantime, Mr. Moran plans to contact the Town of Pulaski to discuss long term plans for their property.

4. Proposed Adoption of Sulfate Limit – ***Enclosed*** is a memo to the Board of Supervisors regarding the proposed adoption of a sulfate limit on sewage disposed of by local industries.
5. Policy Regarding Connection of Sewer Service to Basement Elevations - The current PSA policy regarding sewer service is to provide gravity access to the first floor of a structure where possible. Service to the basement of a structure will be considered and service provided where design and construction can reasonably accommodate the necessary elevation. This policy is currently being used in the design of the Highland Park, Orchard Hills, Vista, and the Rolling Hills sewer systems. Anticipating possible complaints, I wanted to make the Board of Supervisors and PSA Board aware of the past and proposed current practice in the event that adjustments are desired. Providing guaranteed service to basements would significantly increase the cost of the project to residents.
6. Use of Dublin Water Tank for Cell Phone Antennas – Blue Ridge Cellular has begun installation of antennas on the tank.
7. Drop Site Management – Use of the drop sites by contractors remains an issue which I would like to discuss with the Board. I would also like to suggest consideration to the purchase of a chipper (estimated to cost \$6,000 to \$8,000) to assist in the disposal of brush.

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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