

Follow-up Agenda

---

ITEM

---

1. Citizen Comments  
(None)
  
2. Reports from the County Administrator & Staff:
  - a. Collection Staff Activity:
    1. Adjustments  
(Approved)
  
    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. Response to Citizen Inquiry Re: Trash Pickup  
(Reviewed – No action)
  
    2. Sewer System Connection Policy  
(Presented – Approved meeting with residents to offer a special assessment, only with 100% cost recovered through connection fees – Arrange for meeting of residents along Jones Drive)
  
    3. Meter Tampering Charge  
(Approved scheduling public hearing for May 8 PSA meeting to allow 60-day notice to consider \$100 charge for meter tampering – Arrange for advertising public hearing )
  
- c. Informational Items:
  1. Draper Valley Storage Facility Update  
(Reviewed)
  
  2. Worker's Comp Claims for 2005  
(Reviewed detailed report)

Mr. Hughes/  
Mr. Coake

Mr. Huber/  
Ms. Burchett/  
Ms. Hanks

3. Update on Lien Amounts 20 Yrs. Old or More  
(Reported Attorney Sam Campbell to provide written report – Provide to PSA Board once received)

Ms. Hanks

4. Cut Off Listings  
(Reviewed updated report)

5. PFRWTA Sewer Treatment Rates  
(Reported anticipated budget increase in current fiscal year due to operational options being considered by the Authority)

6. Request for Personnel Policy Revision  
(Request Board of Supervisors consider amending personnel policy to require drug testing after any accident involving an employee)

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. Approval of Minutes of January 9, 2006  
(Approved with amendments to include requirement for mandatory use of steel toed shoes for employment in jobs where safety shoes are required)

Mr. Nichols

4. Accounts Payable  
(Approved)

5. Other Matters  
(None)

6. Adjournment

February 9, 2006

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$6,935.53cr are submitted. A copy of the spreadsheet is ***enclosed***.
2. Inmate Availability Report - Staff reports the inmate count for January provided four inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 17 brush; 9 large; 0 tire(s); 1 refrigerator(s).
5. Drop Site Total & County Landfill Tonnage Report – As a result of an inquiry from Mr. Loyd at the January meeting regarding the accuracy of the Fairlawn drop site information for December, PSA staff have reviewed that information and confirmed the drop site information provided in the January Board packet was accurate. ***Enclosed*** is a Drop Site Report for 2005. Drop site totals for the month of January are as follows.

DROP SITE TOTAL  
FOR THE MONTH OF JANUARY

Site	Trips	Tonnage
Dora Highway	35	86.09
Dublin	23	42.21
Fairlawn	4	30.04
Total	62	158.34

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

Misc. Debris(tons)	Appliances	Tires	Brush(tons)
2,433.81	38.32	748	73

b. Action Items:

1. Response to Citizen Inquiry Re: Trash Pickup – ***Enclosed*** is a summary provided by Bookkeeper Brenda Sayers of an incident which occurred recently in which a trash can belonging to Pat Ball of 3250 Little Creek Road was emptied by mistake by the Refuse Department. The driver and employees report that they did remove the trash from the roadside but did not remove items from a porch. We have also not had any further contact from Ms. Ball.
  
2. Sewer System Connection Policy - ***Enclosed*** is an e-mail from Mr. & Mrs. Robbie Honaker, residents of Highland Park subdivision asking that additional sewer lines be installed to serve basement elevations. Also ***enclosed*** is correspondence from residents on the south side of Jones Drive. The approach which has always previously been taken by the PSA and staff is to provide sewer service to the main living floor of a residence in order to keep construction (hence monthly) costs to a minimum. In recognition of this history and potential concerns from residents regarding increased construction costs, I would like to propose that those benefiting from the additional lines assume the additional cost of the lines through increased connection costs. This arrangement allows for flexibility without increasing cost for the entire project area.
  
3. Meter Tampering Charge – We continue to have problems with a small number of customers turning water meters back on after the cut off. A number of meter setters are equipped with tabs allowing the installation of a lock when the cut off valve is moved to the locked position. In a recent case, those tabs were cut off. Anytime staff cuts the water off to a customer and a customer does not arrange to have it turned back on, they recheck the value and meter reading to be sure that service has not been turned back on by the customer. In those cases where the meter has been turned back on or where the resident has a history of tampering with the meter, we remove the meter. Staff would like to recommend the institution of a \$100 charge for meter tampering. We would include notification of this charge with the current “tampering is illegal” notice being placed in the meter at the time service is terminated. As with all PSA charges a public hearing would have to be held following a 60-day notice.

c. Informational Items:

1. Draper Valley Storage Facility Update - ***Enclosed*** is an updated Progress Report on the Draper Valley Storage Facility project. We received information from Draper Aden Associates indicating geotechnical testing on the proposed tank site should begin soon with construction to start early this spring.
2. Worker's Comp Claims for 2005 - ***Enclosed*** is an update from Ms. Burchett on worker's comp claims for 2005.
3. Update on Lien Amounts 20 Yrs. Old or More - Bookkeeper Brenda Sayers reports she is not aware of any existing liens where the lien itself is more than 20 years old though charges on the various liens go back that far. In addition, Sam Campbell is providing a written determination regarding the ability to collect old accounts.
4. Cut Off Listings - This month the PSA billing staff sent out approximately 1,000 cut off notices including garbage customers but only had to disconnect 21 homes which is unusually low. We have approximately 9,000 water, sewer and garbage customers.
5. PFRWTA Sewer Treatment Rates - Clarke Wallcraft anticipates a budget increase from \$337,572 in the current fiscal year to \$389,381 to 396,674 based on a 5-year average treatment plant volume. The range in the cost increase is due to operational options being considered by the Waste Treatment Authority. PSA costs are based on actual number of gallons treated, thus rainfall and the resulting infiltration and inflow can have a major impact on operational costs for both the PSA and the Waste Treatment Authority. Of the maximum \$59,102 increase, \$25,199 is for operational costs, \$10,032 is for debt service, \$11,509 is for biosolids disposal, and \$2,000 is for bioxide to control the creation of corrosive sulfates.

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)

/gh