

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Tuesday, Feb. 12, 2008
9:00 a.m.**

Action Item

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

(Determine if publishing delinquent listing is an option) Ms. Sayers

 4. Work Order Count
 5. Drop Site Total & County Landfill Tonnage
(Approved)

 - b. Action Items:
 1. Minutes of Previous Meeting
(Approved – Copy and index into minute book) Ms. Dehart

 2. Accounts Payable
(Approved) Ms. Sayers

 3. Update on Commercial Account
(Approved waiving penalty and interest for Magnox due to check being sent to NRRRA in error – Adjust account balance) Ms. Sayers

 4. Waste Industries Request
(Ms. Sayers reported Waste Industries has paid delinquent and current account in full, as well as additional funds to cover future bill – Board made no change to practice on waiving penalty and interest charges – Notify Waste Industries) Ms. Sayers

5. Termination of Service by the NRRA for Non-Payment of Commercial Accounts
(Approved agreement asking NRRA for consideration in cutting off access to the landfill by commercial customers for non-payment of PSA bills – Notify NRRA) Mr. Huber

6. Clarification on Cost of Disposal of Construction Debris at Landfill
(Approved requesting NRRA consider placing a statement on landfill tickets stating “The Pulaski County Public Service Authority funds the operation of recycling and large items centers through a \$5 per ton surcharge on waste delivered directly to the landfill. Thus, Pulaski County PSA customers will be billed the above amount plus the \$5 per ton surcharge.” – Notify NRRA) Mr. Huber

7. Mike Copeland Bill
(Approved waiving half of the \$5 per ton surcharge on Mr. Copelands bill – Notify Mr. Copeland) Ms. Sayers

8. PSA Water Line Extension
(No action – Notify applicant) Mr. Coake

9. Water Line Easement
(Board reaffirmed current policy – Notify Mr. McCready) Mr. Coake

10. Hauling of Dirt to Ballfields
(Ratified administrative approval to bear expenses incurred to transport infield dirt from Craig County to the Dublin Middle School and PCHS baseball fields) Mr. Nichols

11. Changes to Hidden Valley Agreement
(Approved agreement – Arrange for execution of agreement) Mr. Dave Ratcliff

12. Fairgrounds & Skyview Subdivision Preliminary Engineering Report
(Reported costs – Determine cost to extend service to Skyview Subdivision only – Transmit report to those requesting service asking that they be given the option of requesting a community survey be conducted to determine specific continued interest in public sewer service) Mr. Coake

 13. Appalachian Power Company Easement
(Authorized executing agreement by chairman, pending review of map by county engineer) Mr. Coake/Ms. Hanks

 14. Regional Water Project
(Reported receipt of prices on the possible purchase of water from the City of Radford - Continue discussions with City and provide updates as appropriate) Mr. Huber
- c. Informational Items:
1. Personnel Changes
(Reviewed – Prepare resolution of appreciation for Archa Vaughan – Place adoption of resolution on March agenda) Mr. Hiss/Ms. Hanks

(Brett Lovell announced plans to leave the PDC to take employment at Virginia Tech – Dave Ratcliff to assume Mr. Lovell's duties)

 2. Financial Report
(Reviewed)

 3. Projects Update
(Reviewed)

 4. PSA/Commerce Park Pre-Application
(Reported PDC had submitted the PSA/Commerce Park pre-application for water projects)

 5. Legislative Alert
(Provided legislative information as provided by Draper Aden Associates)

6. Cloyd's Mountain Landfill Closure
(Reported)

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. Water Treatment Plant Dispersion Wall Design
4. Installation of back-up generators at sewer pump station
5. Replacement of Texaco sewer pump station
6. Skyview/Fairgrounds/Commerce Park sewer preliminary engineering

3. Other Matters

(Ronnie Dalton requested the Board waive garbage fees incurred from various properties owned by Mr. Dalton – Board declined to grant request)

(Mr. Loyd expressed concern that arrangements had not been worked out with the Goodwill for manning the drop centers – Review and provide update at March PSA meeting – Place update on March agenda)

Mr. Nichols
Ms. Hanks

(Board commended PSA and county staff for efforts to repair several waterline breaks)

4. Adjournment

February 6, 2008

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Report Regarding Agenda Items

1. Citizen Comments – None.
2. Reports from County Administrator and Staff:
 - a. Collection Staff Activity:
 1. Adjustments - Adjustments totaling a net (\$635.51) from contingency are submitted as described on the ***enclosed*** report.
 2. Inmate Availability Report - Staff reports the PSA generally had use of two inmates per day for the month of January.
 3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
 4. Work Order Count - Pickups pending: 5 brush; 5 large item; 0 tires; 0 refrigerators.
 5. Drop Site Total & County Landfill Tonnage Report – The drop site totals and county landfill tonnage reports for the month of January are as follows:

**DROP SITE TOTAL
FOR THE MONTH OF JANUARY 2008**

| Site | Trips | Tons | Tons per haul |
|---------------------|--------------|-------------|----------------------|
| Dora Highway | 40 | 90.25 | 2.26 |
| Dublin | 23 | 58.20 | 2.53 |
| Fairlawn | 11 | 61.36 | 5.58 |
| Totals | 74 | 209.81 | 2.84 |

County Landfill Tonnage
(County customers & Refuse Department Haulers)
(for the Month of January 2008)

| Commercial | Residential | Tires | Brush |
|-------------------|--------------------|--------------|--------------|
| 2,696.11 | 955.39 | 823 | 148.11 |

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the January, 2008 meeting for your review and approval.
2. Accounts Payable – Review and approval of the ***enclosed*** accounts payable is requested.
3. Update on Commercial Account – ***Enclosed*** is an updated listing of delinquent commercial accounts. Specific progress made this month included the following:
 - a. Magnox – Paid \$27,555.98 recommending waiving \$4,484.11 penalty and interest since they sent the check to the NRRRA.
 - b. Maple Shade tenants – MTM Medical Transport Service has signed up. One tenant remains to sign up.
 - c. Family Dollar, Bella’s Pizza, Dollar Tree and CVS have paid up and Waste Industries has paid up previous amounts due but is still 30 days overdue (see item b4 below).

Other steps taken this month include:

 - a. Contacting the New River Resource Authority regarding collection efforts as noted in item b5;
 - b. Requesting the assistance of the Town of Pulaski in disconnecting water service from delinquent commercial PSA garbage customers (see ***enclosed*** e-mail to John Hawley); and
 - c. Providing the Health Department with a listing of delinquent accounts should garbage collection be a condition of permits issued by the Department.

Staff will be continuing to work on eliminating the remaining delinquencies in the coming months.

4. Waste Industries Request – ***Enclosed*** is e-mail correspondence in which Waste Industries is requesting the application of half of previously owed penalty and interest charges toward establishment of a “deposit” on future bills as a way of eliminating continued penalty and interest charges. Approval is recommended conditional on the company prepaying an amount sufficient to cover future landfill bills.
5. Termination of Service by the NRRRA for Non-Payment of Commercial Accounts – ***Enclosed*** is a draft agreement sent to Joe Levine asking the NRRRA for consideration in cutting off access to the landfill by commercial customers for non-payment of PSA bills. The matter is being considered by the NRRRA attorney.
6. Clarification on Cost of Disposal of Construction Debris at Landfill - There seems to be continued confusion regarding the application of the \$5 PSA surcharge on material directly transported to the landfill by business and industry. I have requested the NRRRA consider placing the following statement somewhere on the landfill tickets. Concurrence by the PSA Board is requested.

“The Pulaski County Public Service Authority funds the operation of recycling and large items centers through a \$5 per ton surcharge on waste delivered directly to the landfill. Thus, Pulaski County PSA customers will be billed the above amount plus the \$5 per ton surcharge.”

This statement is also being included in disposal permits being issued by the County staff.

In reviewing this situation, it became evident that customers paying for material taken to the landfill at the gate are avoiding the \$5 surcharge since the surcharge is only applied by the PSA staff in the billing process. I have asked Joe Levine for his assistance in closing this gap.

7. Mike Copeland Bill – The most recent instance of the situation described in item b6 is a \$165 bill incurred by Mike Copeland. As a contractor, he based his price on the \$32 per ton charge he anticipated at the landfill. Having billed his customer prior to receiving his PSA bill, his charges by the PSA exceed the amount of billing passed on to his customer. My recommendation in resolving the matter is to waive half of the \$5 per ton surcharge.

8. PSA Water Line Extension - Mr. Dock Rasnake has requested we extend the water line approximately 200 feet to his property shown on the ***enclosed*** map. The water line extension should be a minimum of an 8" line. The cost of this extension is approximately \$9,000. The extension will be for a residential connection. I would like to recommend dividing this cost with him.
9. Water Line Easement - Mr. Andy McCreedy has requested permission to construct a shed over the water line easement on his property located in the Wurno Community identified as Tax Map No 064-001-0000-019A. The ***enclosed*** sketch shows the area and an approximate location of the proposed shed building. It has been difficult to locate the water line because concrete reinforcing has been poured over the area where the water line is suspected of being located. The sketch shows the water line according to the plans.

While, the most recent conservations indicate the water line may not be under the shed building and we may not have a problem we have ***enclosed*** the easement for your information and offer the following comments in the event the water line is found to be under the proposed shed.

1. We have many easements and we should not permit building over these easements. Development over our easements presents difficulties in providing repair and maintenance.
2. Access to the water lines becomes difficult. If there is a water line break, we need access to the site as soon as possible in order to prevent additional damage.
3. Damage may occur to items stored in the vicinity of a water line break.
4. Water line leaks under concrete or pavement are difficult to locate because they follow the impervious surface to a point where they can surface.
5. Development over our water lines may be damaged from potential water line breaks and or repair of these breaks.
6. When trying to locate a leak it may require several attempts to determine the correct area. This would require extensive destruction of floors and relocation of stored materials.

On the basis of the above concerns it is highly recommended that all utility lines which are in conflict with such development be relocated to an area which will provide ready access for repair and maintenance.

10. Hauling of Dirt to Ballfields – The PSA had been requested to assist the Dublin Middle School and Pulaski County High School baseball

boosters club in transporting infield dirt from Craig County. This request was administratively approved based on the agreement by the booster clubs to pay out of pocket PSA costs described in the **enclosed** information. The PSA Board's consideration to ratification of this arrangement is respectfully requested.

11. Changes to Hidden Valley Agreement- Authorization for the Chairman to sign a revised agreement for engineering services related to the Hidden Valley utility extension project is recommended. **Enclosed** is a listing of the proposed changes.
12. Fairgrounds and Skyview Subdivision Preliminary Engineering Report - **Enclosed** is a copy of the Conclusions and Recommendations with a map indicating the options that were considered. The recommendations are for Options 1 thru 4 and Option 6. This will provide service to most all the area east of the airport in the vicinity of the Fairgrounds. The cost is approximately \$2,200,000 with a monthly sewer bill of \$105 per month. This project would serve approximately 129 connections. There may be some consideration for the Commerce Park to contribute for a portion of the line from the pump station to the Commerce Park Lot 1. However, this line is approximately 2,500 feet long and would cost \$100,000 which would reduce the projected monthly cost to \$100. Please let the office staff know if you would like a copy of the report. While the billing is high, it is recommended that the report and results be transmitted to those requesting this service and that they be given the option of requesting a community survey be conducted to determine specific continued interest in public sewer service.
13. Appalachian Power Company Easement – Appalachian Power Company is requesting clarification of their existing easement across the PSA property on which the Bradley Road water tank is located. The easement is located adjacent to Viscoe Road and is needed for the installation of an overhead transmission line connecting existing substations on Viscoe Road and Hickman Cemetery roads to form a distribution system loop out of two dead-end distribution lines. Appalachian officials were asked to contact the Riverbend subdivision homeowners association. Approval of the requested easement agreement is recommended.

14. Regional Water Project – We received prices on the possible purchase of water from the City of Radford this week and plan to discuss those costs with the PSA Board. The prices presented are competitive with current PSA cost of producing water. Thus, I have asked the City Manager and Mayor for their suggestions for partial ownership or other means of ensuring long-term viability of the Radford water treatment plant as an ongoing, dependable and financially secure source of water. Based on the consideration of this matter by the City, continued discussion of regionalizing water treatment is recommended with involvement by the Chairman and one additional PSA Board member along with the County administrative staff and at least one member of the Board of Supervisors.

c. Informational Items:

1. Personnel Changes - ***Enclosed*** is a listing of recent personnel changes as prepared by Ms. Spence.
2. Financial Report – A copy of the monthly financial report for the PSA is ***enclosed***, as prepared by Mr. Jones.
3. Projects Update – ***Enclosed*** is an update from Draper Aden Associates on the Water Treatment Plant Sedimentation Basin Dispersion Wall.
4. PSA/Commerce Park Pre-Application - The Planning District Commission submitted the PSA/Commerce Park pre-application for water projects this week.
5. Legislative Alert – ***Enclosed*** is a legislative alert from Draper Aden Associates.
6. Cloyd's Mountain Landfill Closure – While not a responsibility of the PSA, Ron Coake and I would like to provide the PSA with an update of recent events in the County's efforts to finalize the closing of the Cloyd's Mountain landfill.

- 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. Water Treatment Plant Dispersion Wall Design
 4. Installation of back-up generators at sewer pump station
 5. Replacement of Texaco sewer pump station
 6. Skyview/Fairgrounds/Commerce Park sewer preliminary engineering

PMH/gh