

Follow-up Agenda

ITEM	KEY STAFF
1. <u>Citizen Comments</u> (None)	
2. <u>Reports from the County Administrator & Staff:</u>	
a. <u>Collection Staff Activity:</u>	
1. <u>Adjustments</u> (Approved)	
2. <u>Inmate Availability Report</u>	
3. <u>Balance Due & Lien Report</u>	
4. <u>Work Order Count</u>	
5. <u>Drop Site Total & County Landfill Tonnage Report</u> (Reviewed)	
b. <u>Action Items:</u>	
1. <u>Minutes of Previous Meetings</u> (Approved – Copy and index into minute book)	Ms. Dehart
2. <u>Accounts Payable</u> (Approved)	Ms. Sayers
3. <u>Timberlane Subdivision and Jackson Avenue Water Line Replacement</u> (Approved accepting low bid from Meade Excavating – Notify Meade)	Mr. Coake
4. <u>Concept for Sharing Water Treatment Capacity</u> (Approved concept, applying for grant and sending letter to EDA confirming PSA's commitment to make available the non-federal share of the project costs – Prepare and send letter to EDA)	Ms. Hanks
(Send Frank Conner and Maynard Sayers County Engineer's report regarding a regional water supply)	Mr. Coake
5. <u>Ratification of Application for EDA Funding</u> (Action taken under 2b4)	

6. Rolloff Truck Engine Replacement
(Agreed with administrative approval of purchase of remanufactured engine at a cost of \$17,000 which includes a 3-year, 200,000 mile warrantee)

Mr. Nichols

7. Approval of Resolution for Water & Sewer Rates for Pulaski Central Project
(Approved resolution to provide documentation to Rural Development that revenues will be sufficient to pay the loan for project)

Mr. Coake

c. Informational Items:

1. Personnel Changes
(Reviewed)

2. Financial Report
(Reviewed)

3. Utility Projects
(Reviewed)

4. Collections
(Reviewed collections report from Sam Campbell)

5. Customer Coverage
(Reported 14,643 housing units based on 2005 estimate)

(Staff to determine best means of obtaining more up to date number of housing units, possibly by contacting AEP to obtain number of electric meters)

Mr. Huber

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 Construction
4. Water Treatment Plant Raw Water Intake Access Road

3. Other Matters

(Approved renewal of CD's)

Ms. Sayers

(Elected Carl Mathes as Treasurer)

(Reported Linda Baylor had resigned and position was being advertised)

(Place on September agenda consideration to using Community Development Authorities as tools)

Ms. Hanks

4. Adjournment

August 6, 2008

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Report Regarding Agenda Items

Reports from County Administrator and Staff:

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling a net \$14,262.45 from contingency are submitted as described on the enclosed report. The adjustments this month are skewed by the reinstatement of \$17,770.63 in interest and \$1,513 in penalty charges for the Robertson account. Deducting the changes related to this account result in a net adjustment of -\$5,021.18.
2. Inmate Availability Report – Staff reports the PSA generally had use of 2 inmates per day for the month of July, with five inmates on Mondays.

3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count – Pickups pending: 25 brush; 17 large item; 2 tires; 0 refrigerator.
5. Drop Site Total & County Landfill Tonnage Report

MONTH OF JULY 2008

Site	Trips	Tons	Tons per haul
Dora Highway	50	99.23	1.99
Dublin	41	109.69	2.68
Fairlawn	12	67.68	5.64
Totals	103	276.60	2.69

County Landfill Tonnage

(County customers & Refuse Department Haulers)
(for the Month of July 2008)

Commercial	Residential	Tires	Brush
2,018.80	1,314.04	1,252	37.05

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the July 8, 2008 meeting for your review and approval.
2. Accounts Payable – Review and approval of the ***enclosed*** accounts payable is requested.
3. Timberlane Subdivision and Jackson Avenue Water Line Replacement - Bids were received on July 23, 2008 for replacement of water lines in Timberlane Subdivision and Jackson Avenue. The bids were as follows;

1) Meade Excavating	\$172,760.00
2) H. T. Bowling	\$217,650.00
3) E. C. Pace	\$235,610.00
4) J. W. B. Construction	\$237,455.20
5) DLB Inc	\$279,078.00

We have experienced many leaks in the water lines in these locations. The water lines have deteriorated and repairs in these locations are almost on a weekly basis. It is recommended that a contract for these projects be awarded to the low bidder, Meade

Excavating. This firm did a good job with the installation of water and sewer lines in Polyester Mobile Home Park.

4. Concept for Sharing Water Treatment Capacity - ***Enclosed*** is a draft regional water strategy for future consideration by the Board of Supervisors and Public Service Authority as a way of providing the Radford Army Ammunition Plant with potable water. Approval or revision to this concept and authorization to work with the City of Radford in the implementation of these concepts is recommended.

5. Ratification of Application for EDA Funding – We received notice in late July that the Economic Development Administration would invite an application for \$3.1 million in funding for the purpose of supplying water to the Commerce Park by making a large volume connection to the Radford water treatment plant. However, the application had to be completed and delivered to the EDA's office by August 1. Unlike most funding agencies, an invitation by EDA is a significant indicator that the grant will be awarded.

The grant will need to be matched by \$3.3 million in local funding, which may be shared with the Commerce Park Participation Committee and/or the Radford Army Ammunition Plant. The implementation of this grant will provide a long-term solution to the need to install a larger water line between Dublin and Fairlawn, the need to eventually upgrade the PSA's water treatment plant, as well as emergency operations issues. Ratification of the submittal of this application is requested as is authorization to work with various source of financing, the Commerce Park Participation Committee and the Radford Army Ammunition Plant in determining the best option for providing the required match.

6. Roll-off Truck Engine Replacement – The engine in a 1994 model roll-off truck with 450,000 miles had a leaking head gasket resulting water damage to the bearings. It was determined that the best option was the purchase of a remanufactured engine at a cost of \$17,000 which includes a 3-year, 200,000 mile warrantee. This decision was based on the fact that the truck has a new transmission, new suspension bushings, the good condition of the body and the need to put the vehicle in service as quickly as possible following the recent loss of a roll-off truck in the Possum Hollow Road accident.

7. Approval of Resolution for Water & Sewer Rates for Pulaski Central Project – The ***enclosed*** resolution is necessary to provide documentation to Rural Development that revenues will be sufficient to pay the loan for this project. This resolution is for the Hidden Valley Camping Club, Lee Highway Mobile Home Park, Polyester Mobile Home Park, Mabry Court Mobile Home Park and Tiny Town Mobile Home Park.

c. Informational Items:

1. Personnel Changes – Recent personnel changes are noted on the *enclosed* memo prepared by Ms. Spence.
2. Financial Report - A copy of the monthly financial report for the PSA is *enclosed*.
3. Utility Projects – *Enclosed* is a report from Anderson and Associates describing and requesting reconsideration to VDOT objections to the location of sewer lines in existing drainage easements.
4. Collections – *Enclosed* is a memo from Sam Campbell describing the collection of delinquent garbage fees from Penn's Funeral Home. Linda Baylor, who had been doing combined billing and collections resigned last week for a better opportunity working for the Montgomery County School Board. In the course of this opening, we are reevaluating and reclassifying the position with a focus on collection of delinquent accounts.
5. Customer Coverage – As requested at the July meeting, there are 14,643 housing units (houses, condos and apartments) in Pulaski County based on a 2005 estimate. We have requested the number of units served by the Town of Pulaski, the Town of Dublin and the Sewer Authority in order to provide the PSA with total saturation in the various services provided by the PSA.

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 Construction
4. Water Treatment Plant water intake access road.

PMH/gh