

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Tues., April 14, 2009
9:00 a.m.**

Follow-up Agenda

ACTION 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)	
(Staff explained procedures for collection of delinquent accounts)	
(Research potential for billing of garbage services along with real estate tax collection)	Mr. Huber/Mr. Hiss
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 with correction – Copy and index into minute book)	Ms. Dehart
2. <u>Accounts Payable</u> (Approved)	Ms. Sayers
3. <u>Draft Budget</u> (Reviewed – Staff advised electronic version of budget has been placed on the county’s web site)	
(Staff to provide Board with copy of State Code allowing for local franchise - Place on May PSA agenda)	Mr. Huber/Mr. Hiss Ms. Hanks

(Develop information bulletin explaining PSA services to be distributed along with business license application) Mr. Huber/Mr. Hiss

(Provide further budget details at May PSA meeting - Place on May agenda) Mr. Huber
Ms. Hanks

4. Central Water & Sewer
(Approved staff taking all acts necessary to allow closing) Mr. Huber

c. Informational Items:

1. Personnel Changes
(Reviewed)

2. Financial Report
(Reviewed)

3. Utility Projects
(No report)

4. Stroop Water Damage
(Reported notification from VACO insurance denying claim of responsibility by the PSA)

(Staff to implement procedure where PSA staff provide written confirmation of requests for water cutoff) Ms. Sayers

5. Accident Suit
(Reported a court filing asking for \$1 million against Mr. Mills and the PSA related to a March 7, 2007 accident)

6. Risk Control Evaluations
(Reviewed letters to Alfred Woodyard and Richard Fasnacht in follow up to risk management efforts being taken in both departments)

7. Alum Spring Road Sewer
(Reported receipt of a request from Carl J. White for consideration to the extension of sewer service to the Gallimore Subdivision located along and adjacent to Alum Spring road – Staff noted a sample petition had been provided to Mr. White for the purpose of determining the extent of interest from adjacent property owners)
8. Regional Water Cost Comparison
(Reviewed report detailing a history of water usage increases as compared with existing treatment capacity and a description of water supply options - Reviewed report describing the ability to interconnect the PSA and Wythe County water systems)
9. Repurchase of Fire Damaged Front Load Truck
(Ratified repurchase of fire damaged PSA truck for \$2,500 due to rear portion of the truck receiving minimal damage and that the core charge value of the transmission alone was over \$4,000 – Mr. Nichols reported he continued search for replacement cab in hopes of being able to put the truck back on the road with minimal additional cost)
10. Commerce Park Water Project
(Ratified engineering agreement and approved grant administration agreement with the New River Valley Planning District Commission) Mr. Coake
11. Shawn Taylor Suit
(Reported Judge Turk found no basis in the appeal of the PSA's acquittal in the Shawn Taylor suit)
12. Commendation Letter
(Staff shared with PSA Board letter from citizen commending Mr. Woodyard and Mr. Taylor for recent pickup of brush – PSA Board commended PSA staff for portraying positive image on behalf of PSA)

d. Current Authorized Projects & Items Under Review:

1. Public Water & Sewer Service to Mobile Home Parks (*preparing contract documents for submittal to Rural Development for approval to issue Notice to Proceed*)
2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (*Bids on hold pending approval of required documents*)
3. Water Treatment Plant Dispersion Wall construction (*Completion expected 60 days*)
4. Water Treatment Plant Raw Water Intake Access Road (*Completed*)
(Delete item d4)

3. Other Matters

(Provide separate notebook for PSA Board members to include policies and to allow for Board members to take notebook home when needed)

Ms. Hanks/Ms. Dehart

(Mr. Huber presented report on a study of post employment benefits)

(Mr. Dean requested the PSA Board and staff actively pursue installation of a water/sewer line the full length of the Route 11 corridor to Radford)

Mr. Huber/Mr. Coake

4. Tour of Facilities

(PSA Board toured Lee Highway Mobile Home Park, PSA billing office in the Dublin Town Center, County Garage, Dublin Drop Center, Rolling Hills, Orchard Hills and Vista subdivisions, and the Pulaski County Visitor Center)

5. Adjournment

April 8, 2009

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 \$330.02- 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 March.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count – Pickups pending: 12 brush; 4 large item; 0 tires; 0 refrigerator.
5. Drop Site Total & County Landfill Tonnage Report

DROP SITE TOTAL
FOR THE MONTH OF MARCH 2009

Site	Trips	Tons	Tons per haul
Dora Highway	38	97.65	2.57
Dublin	44	148.21	3.37
Fairlawn	5	43.27	8.66
Totals	87	289.13	3.33

COUNTY LANDFILL TONNAGE
(COUNTY CUSTOMERS & REFUSE DEPARTMENT HAULERS)
(FOR THE MONTH OF MARCH 2009)

Commercial	Residential	Tires	Brush
1067.74	1075.94	774	90.46

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the March 10, 2009 meeting for your review and approval.
2. Accounts Payable – Review and approval of the ***enclosed*** accounts payable is requested.
3. Draft Budget – ***Enclosed*** is the first draft of the PSA budget for the FY 2009-10 fiscal year. This draft is being provided earlier than in previous years providing for greater review of budget options. Diane and I would appreciate calls prior to the meeting with any questions you may have in order to make best use of our time in the meeting.
4. Central Water & Sewer – We received notice from Cyndy Bedwell of Rural Development advising of approval of the contract documents for the central water and sewer projects and plans for setting of a closing date. We are working to schedule a closing date for sometime this month.

c. Informational Items:

1. Personnel Changes – ***Enclosed*** is a listing of personnel changes as prepared by Norma Spence.
2. Financial Report - A copy of the monthly financial report for the PSA is ***enclosed***.
3. Utility Projects - There are no updates at this time.
4. Stroop Water Damage – ***Enclosed*** is the notification from the VACO insurance denying the claim of responsibility by the PSA.
5. Accident Suit – ***Enclosed*** is a court filing asking for \$1 million against Mr. Mills and the PSA related to a March 7, 2007 accident in which the PSA roll-off truck being driven by Mr. Mills on Bob White Boulevard hit the rear of a 1999 Oldsmobile being driven by Joseph Lyle Kessinger. There was a question as to the proper operation of the brakes on his vehicle at the time of the accident. The matter has been forwarded to the VACO insurance for response.

6. Risk Control Evaluations – ***Enclosed*** are letters to Alfred Woodyard, Residential Refuse Supervisors and Richard Fasnacht, Water Department Supervisors following up on risk management efforts being taken in both departments.
 7. Alum Spring Road Sewer – A request has been received from Mr. Carl J. White for consideration to the extension of sewer service to the Gallimore Subdivision located along and adjacent to Alum Spring road. ***Enclosed*** is a map depicting the area in which public sewer is being suggested. We have provided Mr. White with a sample petition for the purpose of determining the extent of interest from adjacent property owners.
 8. Regional Water Cost Comparison – As requested at the March meeting, ***enclosed*** is a history of water usage increases as compared with existing treatment capacity and a description of water supply options as prepared by Ron Coake. Also ***enclosed*** is the report describing the ability to interconnect the PSA and Wythe County water systems.
 9. Repurchase of Fire Damaged Front Load Truck – After paying for the replacement of the burned front-load garbage truck, VACO Insurance offered to sell the PSA the damaged truck for \$2,500. This purchase was approved administratively considering that the rear portion of the truck received minimal damage and that the core charge value of the transmission alone was over \$4,000. Ron Nichols is looking for a replacement cab in hopes of being able to put the truck back on the road with minimal additional cost.
 10. Commerce Park Water Project – Ratification of the ***enclosed*** engineering agreement is recommended following review by Ron Coake, Maynard Sayers and Doug Warren. Also ***enclosed*** is a grant administration agreement with the New River Valley Planning District Commission which is also recommended for approval.
 11. Shawn Taylor Suit - Judge Turk found no basis in the appeal of the PSA's acquittal in the Shawn Taylor suit. ***Enclosed*** is a copy of the final order related to this matter.
 12. Commendation Letter – ***Enclosed*** is a letter from Ms. Susan Helms expressing appreciation to PSA staff for efforts in removing brush from her property.
- 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

Tour of PSA Facilities - As a continuation of the tour of PSA facilities, we have arranged a tour of the PSA billing office, the County shop including the water, sewer and refuse department staging areas, the Dublin Drop Site and Dublin area subdivisions (where sewer is slated for installation this summer and fall). As was the case last month, we plan to complete the tour by 1:00 p.m.

Plans for the May meeting would include the Fairlawn Drop Center, the Route 114 bridges and the Pepper's Ferry Regional Wastewater Treatment Plant. The tour schedule would then be completed with a visit to the Commerce Park, Cloyd's Mountain landfill and the NRRA landfill in conjunction with the June Board meeting.

PMH/gh