

FOLLOW-UP ACTION

ACTION	KEY STAFF
<p>1. <u>Employee Recognitions</u></p> <p>a. <u>Resolution Honoring the Life and Service of Robert Brewer</u> (Approved – Invite family to attend September 8 PSA meeting to accept resolution – Add to September agenda)</p> <p>b. <u>Recognition of PSA Employees for Water Treatment Plant Valve Replacement</u> (Recognized PSA Water Department and Treatment Plant employees – Presented commendation letters to PSA Water Department staff)</p>	<p>Mr. Coake Ms. Hanks</p>
<p>2. <u>Citizen Comments</u> (None)</p>	
<p>3. <u>Reports from the County Administrator &amp; Staff:</u></p> <p>a. <u>Collection Staff Activity:</u></p> <p>1. <u>Adjustments</u> (Approved – Staff confirmed amounts included 90 day write offs)</p> <p>2. <u>Inmate Availability Report</u></p> <p>3. <u>Balance Due &amp; Lien Report</u></p> <p>4. <u>Work Order Count</u></p> <p>5. <u>Drop Site Total &amp; County Landfill Tonnage Report</u> (Reviewed &amp; accepted)</p> <p>b. <u>Action Items:</u></p> <p>1. <u>Minutes of Previous Meetings</u> (Approved – Copy and index into minute book)</p> <p>2. <u>Accounts Payable</u> (Approved)</p> <p>3. <u>Trading of Holidays</u> (Approved trading Presidents' Day for Good Friday)</p>	<p>Ms. DeHart Ms. Sayers Mr. Hiss</p>

4. Subdivision Sewer & Highland Park Sewer Bids  
(Approved bid award and all acts necessary to close the Rural Development financing for this project and to proceed with construction) Mr. Coake
  
5. Skyview/Fairgrounds Sewer Project  
(Authorized survey of property owners – Conduct survey – Tentatively approved applying excess funds of \$680,000 to the installation of sewer service to the Skyview Subdivision, noting Skyview Subdivision as a first priority, pending survey of residents, and with consideration to also providing extension to serve the NRV Fairgrounds – Determine if project would include mobile home park behind Fairgrounds – Provide update at September Board meeting – Place on September agenda)
  - Mr. Huber/Ms. DeHart
  
  - Mr. Coake
  
  - Ms. Hanks
  
6. Other Post Employment Benefits  
(Approved setting aside the amount from current reserves rather than taking funds from current operations) Ms. Newby
  
- c. Informational Items:
  1. Personnel Changes  
(Reported individual hired for Meter Reader position)
  
  2. Financial Report  
(Reviewed)
  
  3. Utility Projects Updates  
(Reviewed updates – Staff advised of potential for having to go through condemnation process to obtain easements in order to meet timeline for grant, noting all means of obtaining easements will be taken before condemnation process)

4. Bradley's Ridge Development – Waterworks Construction Permit  
(Reviewed correspondence from the Health Department approving the plans for water lines being installed by the developer to serve the Bradley Ridge development)
  
5. Analysis of Materials Needed to Make Water Connections  
(Reviewed recommendation by staff to consideration to increasing water connection fees to \$850 for connections installed by the PSA)  
  
(Provide cost analysis of water service costs – Place update on September agenda)
  
6. PER Results for Water Extension to Parrott Mountain Road and High Road  
(Reviewed summary calculations for extending a water line to serve parts of the Parrott community – Staff to proceed with conducting a neighborhood survey based on the \$57.62 minimum/non-user rate)
  
7. Update on Irene Hicks Request for Waiver of Penalty and Interest Charges  
(Staff reported offer to settling account for a lump sum payment of \$6,000 had been presented to Ms. Hick's daughter Sharon Dressell – Place update on September Board agenda)
  
8. C.G. Slaughter Account  
(Determine if eligible for tax relief to the elderly – Board requested update on status of account – Place on September agenda)
  
- d. Current Authorized Projects & Items Under Review:
  - Sharing Drop Site use with the City of Radford
  - Location of Drop Site on Southside of Claytor Lake  
(Staff reported waiting to hear from Forest Service on potential location in Case Knife area)

Mr. Coake

Ms. Hanks

Mr. Coake

Ms. Hanks

Ms. Sayers

Ms. Hanks

Mr. Nichols

4. Other Matters  
(Provide update on streetlight rate increase –  
Place on September agenda)

Mr. Huber  
Ms. Hanks

5. Tour of Facilities  
(Tour conducted of remaining sites)

6. Adjournment