

Follow-up Agenda

ACTION	KEY STAFF
1. <u>Presentation to Robert Brewer Family</u> (Presented framed resolution and picture of flag being flown at half mast to wife and daughter of Mr. Brewer)	
2. <u>Citizen Comments</u> (None)	
3. <u>Reports from the County Administrator & Staff:</u>	
a. <u>Collection Staff Activity:</u>	
1. <u>Adjustments</u> (Approved) (Staff to follow-up on Ken Farmer concerns)	Ms. Sayers
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 and approved)	
b. <u>Action Items:</u>	
1. <u>Minutes of Previous Meetings</u> (Approved – Copy and index in minute book)	Ms. Dehart
2. <u>Accounts Payable</u> (Approved)	Ms. Sayers
3. <u>Bearproof Lid for Appalachian Power</u> (Approved AEP paying the estimated \$1,300 cost for installing a bear-proof lid on dumpster at hydro plant – Proceed with ordering lid)	Mr. Nichols
4. <u>Commerce Park Utilities Project</u> (Ratified approval of one year extension of Commerce Park water and sewer project)	Mr. Huber/ Mr. Coake

5. Parrott Waterline Extension
(Results to date provided for water service extension – Confirm charges for water and provide update at October Board meeting – Place in October follow-up memo)

	Mr. Huber
	Ms. Hanks

6. Rt. 114 Bridge Utility Crossing Agreement
(Approved agreement for sharing costs for the installation of conduits along with any changes by County Attorney)

	Mr. Huber/Mr. McCarthy
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7. Upgrade of Recycling and Large Item Drop Centers
(Approved exploring options for upgrading the three drop centers)

	Mr. Nichols/Mr. Huber
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8. Provision of Billing and Collection Services for the Pulaski County Sewerage Authority
(Offer services to Sewerage Authority for billing and operational assistance)

	Mr. Coake
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- c. Informational Items:
 1. Personnel Changes
(Reviewed)

 2. Financial Report
(Approved)

	Ms. Sayers
(Staff to provide number of customers using direct debit – Place on October follow-up memo)	Ms. Hanks

 3. Follow-up from August Board meeting
(Reviewed)

(Distributed analysis prepared by Richard Fasnacht on “Average Cost of Materials for Water Service Installations” & “Water Revenues and Expenditures per 1,000 Gallons Billed”)

4. Update on Irene Hicks Request for Waiver of Penalty and Interest Charges
(Approved allowing payment of \$1,000 per month, over six month period, with debt to be released following full payment at end of six month period) Ms. Sayers

5. Rolling Hills, Orchard Hills, Vista and Highland Park Sewer Projects
(Reported receipt of authorization from Rural Development to award construction bids for sewer service to the Orchard Hills, Rolling Hills, Vista and Highland Park sewer systems, with the next steps for the contractors to obtain various construction bonds and liability insurance coverages)

6. Skyview Subdivision Sewer Project
(Reported distribution of survey letters for extension of sewer service to Skyview Subdivision, as well as a meeting with residents to present the project and respond to questions regarding the Skyview sewer service – Staff to follow-up with residents not responding to survey)

7. Streetlight Rate Increase
(Reviewed staff report indicating no rate increase is needed – Staff to determine if IDA is being billed for cost of streetlights for Corporate Center property – Provide update at October meeting – Place in October follow-up memo) Mr. Huber
Ms. Hanks

- d. Current Authorized Projects & Items Under Review:
1. Sharing Drop Site use with the City of Radford
 2. Location of Drop Site on Southside of Claytor Lake
(Reviewed)

4. Other Matters
(Reviewed Tiny Town Mobile Home Park lack of water service over Labor Day weekend – Staff advised the problem was within the system and not as a result of PSA action.)

(Reviewed status of obtaining easements by staff/engineers)

(Staff provided update on health of Water Treatment Plant Superintendent Eddie Fisher)

(Provide update at October meeting on status of drop site location on National Forest property, as well as on property across Lighthouse Bridge – Place update in follow-up memo)

Mr. Nichols/
Mr. Huber
Ms. Hanks

5. Adjournment