

Follow-up Agenda

ACTION ITEM	KEY STAFF
(Mr. Huber reported the resignation of Maynard Sayers from the PSA Board)	
1. <u>Citizen Comments</u> (None)	
(Dr. Warren relayed continued concerns by Morgan Morris to the provision of a drop site on the south side of the county)	
2. <u>Reports from the County Administrator &amp; Staff:</u>	
a. <u>Collection Staff Activity:</u>	
1. <u>Adjustments</u> (Approved)	Ms. Sayers
2. <u>Inmate Availability Report</u>	
3. <u>Balance Due &amp; Lien Report</u>	
4. <u>Monthly Reports</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 &amp; Budget Adjustments</u> (Approved)	Ms. Newby
3. <u>Drop Site Improvements</u> (Presented detailed report – Continue to review options and provide update to Board)	
4. <u>Commerce Park Water</u> (Staff described options and financial impact)	
5. <u>Radio Upgrades</u> (Ratified approval to providing for radio upgrade through purchase of 20 radios)	Mr. Nichols

6. Rebate of Connection Fee  
(Staff provided history of rebate request - Board requested listing of previous similar requests – Place on January agenda)
 

	Ms. Sayers
	Ms. Hanks
  
- c. Informational Items:
  1. Personnel Changes  
(Reviewed)
  
  2. Financial Report  
(Reviewed – Add additional column (last column) to report to show previous months percentage, as well as the current month)
 

	Ms. Newby/ Mr. Huber
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  3. Preliminary Audit Results  
(Staff clarified report that was submitted was a report to auditors and not audit results as reported in Board packet)
  
  4. Freedom of Information Act Request  
(Staff presented letter from VRS in response to a request from a former employee)  
  
(Staff to review Federal Guidelines related to paying retirees – Provide update at January meeting – Place on January agenda)
 

	Mr. Hiss Ms. Hanks
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  5. Closing of Sewer Loans and Community Meetings  
(Reported loan closing and good attendance at first meeting with second meeting scheduled for 12/18/09)
  
  6. Lakewood Estates Emergency Management Plan  
(Staff provided history of Lakewood Estates operation – Staff to provide update on future of operation when system becomes inoperable – Place on January agenda)
 

	Mr. Coake Ms. Hanks
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  7. Armstrong Street Sewer  
(Presented request by Dublin Town Manager for PSA to bill Town of Dublin for Armstrong Street apartment sewer - Approved PSA billing Town of Dublin for these apartments)
 

	Ms. Sayers
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d. Follow-up from Previous Meetings

1. Water Cutoff Issue

2. Staffing Report

3. Outstanding Items

4. Current Authorized Projects & Items Under Review:

- Construction of water and sewer service to mobile home parks
- Construction of sewer service to Rolling Hills, Orchard Hills, Vista, and Highland Park Subdivisions
- Preliminary engineering reports and environmental assessment for sewer service to Skyview Subdivision and the New River Valley Fairgrounds
- Engineering, easement acquisition and construction of Commerce Park Water and Sewer Project  
(Reviewed)

3. Other Matters

(Mr. Nichols provided report on quotes for new truck chassis and packer body  
– Place on January agenda for approval)

Ms. Hanks

4. Adjournment