

**AGENDA  
PULASKI COUNTY  
PUBLIC SERVICE AUTHORITY**

**Regular Meeting  
Tues., March 9, 2010  
9:00 a.m.**

<b>ACTION ITEM</b>	<b>KEY STAFF</b>
1. <u>Presentation of Resolution to Dewey Lusk</u> (Presented)	
2. <u>Citizen Comments</u> (Brenda Blackburn and Morgan Morris presented documents for the Board's review and requested a special meeting related to personnel matters – Dr. Warren acknowledged receipt of the packet and agreed to review the materials and route the packet between Board members, with plans to schedule a meeting of the Board, if called for, following review of the packet of materials by Board and staff)	Board members Mr. Huber
3. <u>Finance</u>	
a. <u>Follow-up from February Board Meeting</u>	
1. <u>Policy Statement on Installation of Private Sewer Extensions</u> (Presented proposed policy – Staff to amend policy to reflect changes as follows: specify demarcation between shared public lines and private laterals; revise to include a 10-year period with 10% annual depreciation; Rewrite policy and present to PSA Board at April Board meeting)	Mr. Huber Ms. Hanks
2. <u>Rebate of Connection Fee</u> (Deferred until policy statement is in place – Place consideration to rebates on future agenda)	Ms. Hanks
3. <u>Organizational Chart</u> (Revise charts to include number of PSA employees in each department)	Ms. Hanks
4. <u>Update on Moving of Dora Highway Site</u> (Staff reported continued efforts to work with Town of Pulaski in seeking new site – Mr. Dean requested current site be given a "facelift", expressed concern	Mr. Huber/Mr. Nichols

re: existing site distance at entrance, and requested consideration to moving the existing building back on property to allow for better visibility – Staff provided update on potential purchase of a chipper by the NRRRA – Mr. Loyd inquired re: status of site for south side of Claytor Lake – Staff advised efforts were underway to find a 3-5 acre site between Snowville and Hiwassee – Mr. Dean requested information be placed in county newsletter re: need for land for drop site on south side of lake - Staff to continue to work with Town of Pulaski on potential new Dora Highway Site – Place update on April agenda)

Mr. Hiss

Mr. Nichols

Ms. Hanks

5. Update on January Water Issues

(Provided update on costs estimated at \$19,298 – Confirmed policy of county staff to notify PSA Board members of any recurrence, as well as major vehicle accidents, water distribution leaks threatening the integrity of the system, or sewer pump station failures resulting in discharges to state waters)

6. Sewer Connections

(Provided update on current PSA policy related to connections to the sewer systems and described non-user fees applied to residents within 300 feet of public water and sewer lines – Mr. Loyd questioned the reasoning for the low volume fee to be less than the non-user fee)

7. Consideration to Operation and Maintenance of Pulaski County Sewerage Authority

(Mr. Coake to provide update at April meeting – Place update on April agenda)

Mr. Coake

Ms. Hanks

8. Utilities Crossing Railroads

(Staff to provide update at April meeting - Place update on April agenda)

Ms. Hanks

9. Credit Card Payments – Paymentus Agreement  
 (Staff reported Paymentus had agreed to stipulations called for by the PSA Board at its February meeting, including no up front charges to PSA, and separate bill by the company. Requested PSA commitment to 18 months – Approved – Arrange for execution of agreement) Ms. Hanks
- b. Review of Financial Report  
 (Staff reported significant progress had been made in catching up of engineering fees and submittal of contractor invoices, resulting in a better cash flow for the PSA – Mr. Loyd expressed concern re: revenues and/or accounting for commercial refuse combined with increase in dumping charges - Staff to review and provide update at April meeting - Place on April agenda Ms. Newby  
 Ms. Hanks
- c. Balance Due & Lien Report  
 (Reviewed)
- d. Budget Adjustments  
 (None)
- e. Billing Adjustments  
 (Approved) Ms. Newby
- f. Accounts Payable  
 (Approved) Ms. Spence
- g. C. G. & Deloris Slaughter Account  
 (Approved eliminating penalty and interest charges, based on qualifying for Tax Relief for the Elderly and Disabled – Provide update on status of Ms. Slaughter’s existing account – Place on April PSA agenda) Ms. D. Boyd  
 Ms. Hanks
- h. Capital Improvements Plan  
 (Provided update)

4. Operations

- a. Minutes of Previous Meeting  
(Approved with corrections – Copy and enter into minute book) Ms. DeHart
- b. Inmate Availability Report  
(Reported use of two inmates per day)
- c. Refuse Department Report  
(Reported pickups pending)
- d. Drop Site Total & County Landfill Tonnage Report  
(Reported drop site totals)
- e. Personnel Changes  
(Reviewed)
- f. Progress Reports – Water and Sewer Utilities  
(Reviewed)
- g. Meter Reading  
(Reported two back-to-back estimated readings due to staff being unable to access meters as a result of recent snow – Staff to place a message to this affect on PSA bills & newsletter) Ms. D. Boyd  
Mr. Hiss
- h. Commerce Park Water System Improvements  
(Reviewed spreadsheet summarizing water improvement costs)
- i. Commendation of PSA Employees  
(Approved commendation for those employees who assisted with water plant issues in January – Send to employees and place in employees' personnel files) Mr. Hiss/Mr. Coake  
Ms. Spence
- j. Recycling Reports  
(Reviewed updated reports)
- k. LaShomb Account  
(Reviewed and approved sending of letter to Mr. LaShomb explaining PSA policy re: trash pickup charges) Ms. Hanks

- I. Personnel Vacancies  
(Reported changes in personnel in Water Treatment Plant and Refuse Collection)
  
5. Current Authorized Projects (*Staff "to do" list*)
  - a. Construction of water and sewer service to mobile home parks
  - b. Construction of Rolling Hills, Orchard Hills, Vista, and Highland Park sewer
  - c. Skyview/NRV Fairgrounds sewer engineering and environmental reports
  - d. Commerce Park Utility engineering, easement acquisition and construction
  - e. Evaluation of "radio read" water meter option
  - f. Lakewood Estates emergency management plan
  - g. Drop Center location serving South side of Claytor Lake
  
6. Other Matters  
(Reported retirement of Eddie Fisher – Board adopted resolution honoring Mr. Fisher – Arrange for appropriate retirement recognition presentation)
  
7. Adjournment

Ms. Hanks