

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
August 14, 2000
9:00 a.m.**

FOLLOW-UP

ITEM

1. Citizen Comments
(Comments heard from James Whited, owner of Polyester Mobile Home Park)

2. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
 2. Inmate Availability Reports
 3. Balance Due Report
 4. Lien Report
 5. Work Order Count
 6. Refuse Committee Reports
(Reported on all listed; deferred approval of adjustments until detailed listing is available; staff requested to provide detailed adjustment listing for last month also; submit with September packet) Ms. Sayers

 - b. Rockwood Farms (Bell Property) Water & Sewer
(Reported preliminary engineering report completed and available for review; place on future PSA agenda as needed) Ms. Hanks

 - c. Volvo Connection to Town Water System
(Staff reported still reviewing; place on future PSA agenda once report is available) Ms. Hanks/
Mr. Coake

 - d. Eagleview Mobile Home Park
(Accepted financing commitment from Virginia Dept. of Health; notify Virginia Dept. of Health of acceptance; proceed with project) Mr. Huber/
Mr. Coake

 - e. Lee Highway Court Water & Sewer Service
(Reported denial of project by Virginia Dept. of Housing & Community Development; authorized staff to apply for Virginia Department of Health funding of project) Mr. Huber

- f. Polyester Mobile Home Park Water & Sewer
(Reported of acceptance by Mr. Whited of cost of project; authorized staff to seek financing for project with understanding that Mr. Whited will enter agreement to repay all PSA costs if not recouped through PSA individual billings; request county attorney to prepare agreement once financing is obtained; place agreement on PSA agenda once complete) Mr. Huber/
Ms. Hanks
- g. Personnel Changes
(Accepted as reported)
- h. Allocation of Sewage Pumping and Treatment Capacity
(Reviewed; approved independent study with understanding that county's excess capacity be maintained; place on future PSA agenda as study is completed) Mr. Huber/
Ms. Hanks
- i. Radford Pump Station Capacity
(Reviewed; staff to pursue rental or sale arrangement for excess capacity; place on future PSA agenda as needed) Mr. Huber/
Ms. Hanks
- j. PFRWTA Report
(Reported)
- k. PCSA Report
(Reported)
- l. Informational Items:
 - 1. New River Resource Authority Minutes, Etc.
 - 2. Va. Municipal Wastewater Association Sewer Project Needs 2000-2005
(Reviewed all listed)
- m. Current Authorized Projects & Items Under Review:
 - 1. Cloyd's Mountain Sewer Extension by VDOT
 - 2. New River Industrial Park Water and Sewer Extension
 - 3. Water & Sewer Extensions Preliminary Engineering Reports
 - 4. Landings Limited Partnership Water Extension
 - 5. Collier Acres Sewer Extension with Commerce Park Development
 - 6. Case Knife Road Water Extension Study

7. Gateway Mobile Home Park Water & Sewer Extension Engineering
(Reviewed all listed; reviewed status report on Dunkard's Bottom Water; Orchard Hills Sewer; Draper Golf Course Water Tank; Draper Sewer & Water Study; Loving Field Sewer; Highland Park Sewer; Rolling Hills Sewer; Sunny Acres Sewer; Gateway Mobile Home Park Sewer; Lee Highway Court Mobile Home Park Water; Tiny Town Mobile Home Park Sewer & Water; Mabry Court Mobile Home Park Water; and Polyester Mobile Home Sewer and Water)

3. Approval of July 19, 2000 Minutes
(Approved as presented) Ms. Hanks
4. Accounts Payable
(Approved subject to audit) Ms. Sayers
5. Other Matters
(Staff to hold community meetings regarding rates; authorized public hearing on proposed water/sewer rates for Draper Ridge Estates; Big Valley Subdivision & Heron's Landing for September 11, 2000; advertise proposed rates on September 3 & September 10, 2000; mail a copy of notice to Board of Supervisors; place on public hearing on agenda for September meeting) Mr. Huber/
Ms. Hanks
6. Closed Meeting - 2.1-344.A.1.3.5.7
(No action taken)
7. Adjournment

August 10, 2000

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity
 1. Adjustments - Adjustments totaling \$16,535.85 are submitted for the Board's approval. A report detailing the adjustments is not available at this time due to the new billing system implementation.
 2. Inmate Availability Reports – See ***enclosed***.
 3. Balance Due Report – See ***enclosed***, if received in time to place in packet.
 4. Lien Report – See ***enclosed***, if received in time to place in packet.
 5. Work Order Count – See ***enclosed***.
 6. Refuse Committee Reports – See ***enclosed***, if any.
- b. Rockwood Farms (Bell Property) Water & Sewer – A draft copy of the preliminary engineering report for this project has been completed and will be available for review in the office. This report indicates that to supply water at a residual pressure of 35 psi (the lower range of residual pressure requested by the developer) to the site, the cost would be \$341,000. This option provides a new water line from the existing line along Route 100, Cleburne Boulevard, and Route 11, Lee Highway to the site. To supply 40 psi residual pressure (upper range of residual pressure requested by the developer) the cost is estimated to be \$536,000. This option is the same as above, with the addition of a connection to the Town of Dublin water system near the college. The sewer system is estimated to cost \$137,000. This proposal would only provide sewer to the site and pump it across the railroad tracks to the Dublin Interceptor. To serve a larger area which would include a line to the vicinity of the intersection of Route 643, Cougar Trail Road, and Route 11, Lee Highway, the cost is estimated to be \$675,000.
- c. Volvo Connection to Town Water System – It has been determined that a connection to an existing Town of Pulaski water line was made to serve Volvo. Staff is researching the legality of this connection based on current service area agreements with the town.
- d. Eagleview Mobile Home Park – ***Enclosed*** is a preliminary commitment from the Virginia Department of Health for financing water service through the Eagleview Mobile Home Park. Also ***enclosed*** is a commitment of \$5,000 for planning/design.

- e. Lee Highway Court Water & Sewer Service –Mr. Huber has informally determined that the Virginia Department of Housing and Community Development have denied the application for water and sewer service to Lee Highway Court. Documentation of the evaluation criteria have been requested. Furthermore, Mr. Huber recommends the PSA consider applying for Virginia Department of Health funding of this project.
- f. Polyester Mobile Home Park Water & Sewer – ***Enclosed*** is a letter from Mr. Whited accepting the cost of this project, and related user charges. Authorization to seek financing for this project is recommended based on the understanding that Mr. Whited will enter into an agreement to repay all PSA costs if not otherwise done so through billings for individual usage. As with all projects, efforts to keep costs to a minimum will be pursued.
- g. Personnel Changes – ***Enclosed*** is an update from Management Services Director Nancy Burchett of recent personnel changes. In addition, PSA Sanitation Worker, Mr. Oscar Sherman, has questioned the uniform application of recent general pay adjustments. Mr. Sherman is a senior sanitation worker, with three years service in that job classification. His current compensation is \$20,675 per year. The senior sanitation worker range is \$19,950 to \$23,100 per year. Effective July 1, some sanitation workers that are not at senior status received an increase when the pay ranges benefited from the five percent overall increases approved in the budget adoption. The pay range for sanitation workers increased from \$16,536 - \$20,670 to \$17,363 - \$21,704. The pay range for senior sanitation workers increased from \$19,000 - \$22,000 to \$19,950 - \$23,100. Workers not at the top of the pay range did not receive increase on July 1, but will be eligible for an increase by February 1. Since the pay ranges for sanitation workers and senior sanitation workers overlap, it is possible for a senior sanitation worker to make less than a sanitation worker. However, the senior worker has a greater earnings potential. Under the county grievance policy, as well as state law, wages and salaries are not deemed grievable, although that finding of not grievable may be appealed to the circuit court. It is recommended that no adjustment be made in the compensation of Mr. Sherman solely due to the overlap of the pay ranges and the different times of year that general increases and increases toward fully pay are usually awarded. Possible salary increase in February will be discussed with Mr. Vest and Mr. Sherman pending resolution of performance issues. We are advised Mr. Sherman may seek assistance to express his concerns to the Board of Directors.
- h. User Rate Model Evaluation – Art Mead – ***Enclosed*** for your information is a letter from Charles Maus regarding consideration by the Authority for reviewing means of allocating capacities at the Pepper's Ferry Regional Waste Water Treatment Plant. I plan to discuss how best to calculate the value of the county's existing investment in excess treatment capacity. Board members opposed to the general concept are asked to contact Mr. Huber. See ***enclosed*** background report from Mr. Morgan recommending an independent study of the matter.

- i. Radford Pump Station Capacity – As the result of the recently installed NRIP pump station, the PSA owns 100,000 gallons excess pumping capacity in the City of Radford pump station. It is doubtful this capacity will ever be needed by the PSA. At the same time, Montgomery County has need of this capacity. Thus, the PSA may want to consider rental or sale arrangement. ***Enclosed*** are Mr. Huber's calculations related to the matter.

- j. PFRWTA Report - Mr. Snead may have additional information to share.

- k. PCSA Report - Mr. Snead may have additional information to share.

- l. Informational Items - ***Enclosed*** is information regarding the following:
 - 1. New River Resource Authority Minutes, Etc.
 - 2. Va. Municipal Wastewater Association Sewer Project Needs 2000-2005

- m. Current Authorized Projects & Items Under Review:
 - 1. Cloyd's Mountain Sewer Extension by VDOT
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 - 7. Gateway Mobile Home Park Water & Sewer Extension Engineering

JNM/gh

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TO: Public Service Authority Board of Directors
FROM: Peter M. Huber, Interim County Administrator
DATE: August 10, 2000
SUBJECT: Closed Meeting – 2.1-344.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.1-344.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters. ***Enclosed*** is a draft resolution to enter the closed meeting on recommended matters, as follows:

Legal Matters:

Dick Price Case – Attorney Sam Campbell may have information to share regarding the Dick Price Ford court case.

PMH/gh