

Follow-up Agenda

ACTION	STAFF
1. <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)	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)	
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 & Budget Adjustments</u> (Approved payables)	Ms. Sayers
(Approved budget adjustments)	Ms. Newby
3. <u>Bank Account Renewal</u> (Approved renewal for an additional two years – Notify bank)	Ms. Newby

4. Irene Hicks Request for Waiver of Penalty and Interest Charges
 (Staff explained history of account, advising real estate to be the only assets of Ms. Hicks – Deferred to August Board meeting – Contact Ms. Hick's daughter to determine status of sale of property and pursue potential settlement - Place update on August agenda)

	Mr. Huber
	Ms. Hanks

5. Proposed Agreement – Commerce Park and PSA
 (Approved concept of terms in proposed agreement, noting continued study of agreement – Place on future agendas as needed)

	Ms. Hanks
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6. Change Order Request
 (Approved)

	Mr. Coake
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7. Drop Center Hours
 (Approved continuing with current hours and reporting back to Board results from meeting with City of Radford re: exploring options for sharing of drop sites – Place on future agenda as needed)

	Mr. Nichols/Mr. Huber
	Ms. Hanks

8. Dumpster on South Side of Lake
 (Explore options for a manned site on south side of Claytor Lake – Place on August agenda)

	Ms. Hanks
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9. Consent to Encroachment Agreement
 (Approved agreement with appropriate language to be added allowing for action by the PSA to take whatever acts necessary to access pump station, including upgrades to road, and noting that part of the road is currently paved, and also include language to allow the PSA to take all acts necessary to meet DEQ requirements which may be established in the future – Notify appropriate individuals re: change in agreement)

	Mr. McCarthy
	Mr. Coake

4. Other Matters

(Reviewed "Proposed PSA Policy re: Items Placed for Curbside or Dumpster Location" – Approved policy – Notify employees)

Mr. Hiss

5. Tour of Facilities

(Postponed to August meeting – Place on August agenda)

Ms. Hanks

6. Adjournment

July 8, 2009

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Report Regarding Agenda Items

Use of Water Tanks by the Pulaski County Wireless Authority – As a carryover to the discussion of this matter at the June PSA meeting, I have asked John Ayers, President of Professional Networks, and Carol Smith, Vice Chair of the Pulaski County Wireless Authority to attend the PSA meeting. The following is a restatement of the staff memo and the minutes of the June meeting:

June PSA Staff Memo Excerpt

Wireless Authority Internet Service Antennas – The Pulaski County Wireless Authority's contractor is requesting consideration to the placement of antenna's for the provision of high-speed internet service on the PSA water tanks. Enclosed is a diagram illustrating a typical installation, along with a description of the antennas to be installed and mounting methods to be used. Authorization to utilize PSA water towers for this purpose is recommended pending approval of the specific installation by Richard Fasnacht and Ron Coake.

June PSA Minutes

Wireless Authority Internet Service Antennas

As reported in the Board packet, the Pulaski County Wireless Authority's contractor is requesting consideration to the placement of antenna's on the PSA water tanks for the provision of high-speed internet service. Board members were provided a diagram illustrating a typical installation along with a description of the antennas to be installed and mounting methods to be used. Staff recommended authorization to utilize PSA water towers for this purpose, pending approval of the specific installation by Richard Fasnacht and Ron Coake.

Questions were posed by Board members related to and including any potential benefits to the PSA, size of equipment, equipment ownership, location of future antennas, fees, etc.

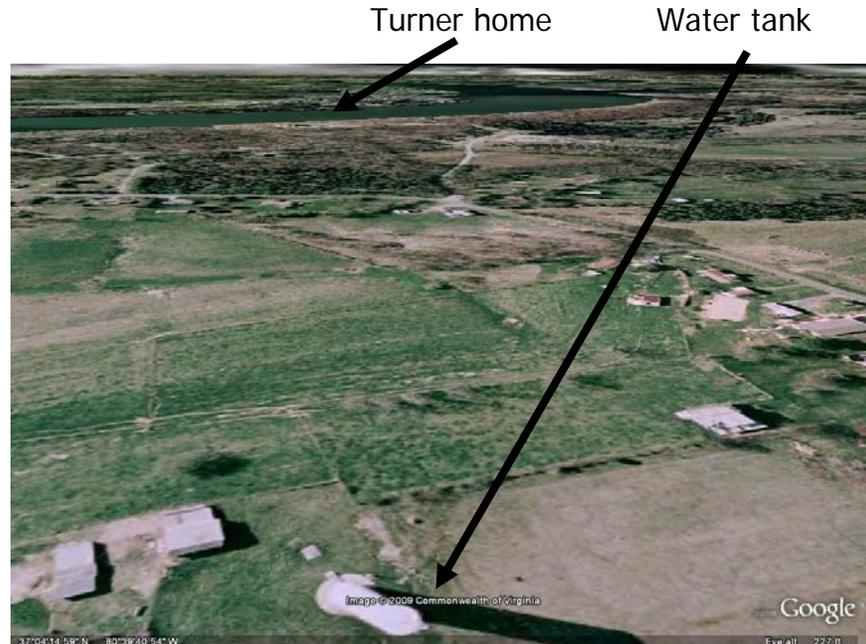
On a motion by Mr. Loyd, seconded by Mr. Dean and carried, the Board delayed action on this request to its July Board meeting, pending receipt of information as follows: any plans to extend the same service to the entire county, confirmation as to ownership of equipment, revenue benefits to the PSA/County, and potential rental charges. Staff was requested to invite the Chairperson of the Wireless Authority and John Ayers of Professional Networks to attend the meeting.

Voting yes: Mr. Crawford, Dean, Dr. Warren, Mr. Loyd, Mr. Sayers.

Voting no: none

In thinking further about this issue, I thought the following points may be helpful to the PSA Board:

- a. High speed internet access is not consistently available in outlying areas of the County nor is it readily affordable to low-income households. I attended a business meeting at the Turner residence on Claytor Lake this month (a multi-million dollar home overlooking Claytor Lake) and the presentation being made was interrupted by the failure of their satellite internet connection. As shown in the following image, it appears this and other homes could be readily served from the Lion's Road water tank.



- b. High speed internet at the home is becoming an increasingly important part of our education system. Having a wide-spread and affordable internet access would compliment the work of the Bean and Rice organization to provide free computers to low-income residents.

- c. The lease of the water tank would be to the Pulaski County Wireless Authority which would in turn manage contracts with one or more internet service providers in a similar way as might be done by the PSA should you ever contract for the provision of residential garbage service by a private vendor.
- d. The provision of high-speed internet could historically be compared with rural electrification or the early development of rail service to sparsely populated areas.
- e. In the comparison between proposed lease rates for cell phone companies, cell phone service at peoples homes does not currently provide as significant an improvement over portable phones connected to land lines as what high speed wireless does for internet service when compared with a dial-up connection.
- f. High speed internet service is increasingly having an effect on property values and is a greater factor than the availability of cell phone service.

Reports from County Administrator and Staff:

a. Collection Staff Activity:

- 1. Adjustments - Adjustments totaling a net \$2,517.95 cr. are submitted as described on the ***enclosed*** report.
- 2. Inmate Availability Report – Staff reports the PSA generally had use of two inmates per day for the month of May.
- 3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
- 4. Work Order Count – Pickups pending: 4 brush; 6 large item; 0 tires; 0 refrigerator.
- 5. Drop Site Total & County Landfill Tonnage Report

**DROP SITE TOTAL
FOR THE MONTH OF JUNE 2009**

Site	Trips	Tons	Tons per haul
Dora Highway	39	96.15	2.47
Dublin	38	146.37	3.86
Fairlawn	7	60.58	8.66
Totals	84	303.10	3.61

COUNTY LANDFILL TONNAGE

(COUNTY CUSTOMERS & REFUSE DEPARTMENT HAULERS)
(FOR THE MONTH OF JUNE 2009)

Commercial	Residential	Tires	Brush
1,510.26	1,203.12	848	42.58

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the June 2009 meeting for your review and approval. Please let Gena know prior to the meeting of any changes so that revised copies of the minutes can be provided at the meeting.
2. Accounts Payable & Budget Adjustments – Review and approval of the ***enclosed*** accounts payable and budget adjustments is requested
3. Bank Account Renewal - The three-year banking agreement with National Bank expired on June 30, 2009. The existing terms could be renewed for an additional two years if approved by the Board of Supervisors, the PSA Board and National Bank. ***Enclosed*** is the original procurement done in 2006 and which expires June 30, 2009 unless renewed for an additional two-year period. Renewal for an additional two years is recommended and has been approved by the Board of Supervisors at their June meeting.
4. Irene Hicks Request for Waiver of Penalty and Interest Charges – ***Enclosed*** is an application submitted by Irene Hicks for tax relief for the elderly and handicapped. While this application meets the threshold criteria, it will not be valid for the purpose of reducing property taxes until next year, as it was not submitted prior to the deadline. It is my understanding that no money was exchanged in moving a portion of the property into Ms. Hick's daughter's name.

Waiver of \$1,341.43 in penalty and \$8,707.16 in interest charges and freezing further interest and penalty charges is recommended pending full payment of \$12,040.02 in non-user charges due to the PSA. Ms. Hicks's daughter Sharon Dressel has been paying off Ms. Hicks' other considerable debts and is proposing payment of \$100 per month while working to sell the property with full payment of the \$12,040.02 balance due upon sale of the land or generation of income from the property.

5. Proposed Agreement – Commerce Park and PSA - ***Enclosed*** is a memo and suggested points of a proposed agreement between the Commerce Park Participation Committee and the Pulaski County Public Service Authority. Also ***enclosed*** is the funding breakdown between the Authority and the Participation Committee for the utility work.
6. Change Order Request – ***Enclosed*** is a change order with Meade Excavating in the amount of \$23,346.50 for work done on the Timberlane

and Jackson Avenue road water lines. This increase is due to additional length of pipe that needed to be installed above the amount shown in the plans. Approval is recommended.

7. Drop Center Hours – The location of the Goodwill Industries drop boxes at the Dublin and Fairlawn Drop Centers allowed the hours of operation to be extended by an additional 24 hours (four hours per day on weekdays, and four hours on Sunday). Previously, the hours at these sites and the current hours at the Dora Highway site are four hours per day on weekdays and eight hours on Saturday. These hours were staggered so that the Dublin site is open on weekday mornings due to its central location while the Fairlawn and Dora Highway sites were open on weekday afternoons. The PSA Drop Center budget was increased this year to accommodate continuation of the current hours of operation without the assistance previously provided by Goodwill.

Drop site attendants are being paid an average of \$7.89 per hour or \$8.50 with fringe benefits (FICA). Thus, making up all the Goodwill hours would cost \$21,216 per year (24 hours x 2 drop centers x \$8.50 per hour x 52 weeks per year). We have continued the Goodwill hours pending review of the overall situation by the PSA Board rather than to curtail the drop center hours.

It is recommended that the Fairlawn facility be reduced to 29 hours per week (4 hours weekdays and 9 hours on Saturday) and that the Dublin and Dora Highway sites be open 53 hours per week (8 hours per day, 9 hours on Saturday and 4 hours on Sunday) due to the volumes at these two sites. Should the Board wish to reduce costs, operating both the Dora Highway and the Fairlawn sites for 29 hours per week and leaving the Dublin site at 53 hours per week would save approximately \$10,000 per year as indicated on the enclosed spreadsheet.

8. Dumpster on South Side of Lake – In an item related to the issue of the drop center hours, we received a request that the PSA consider the location of a drop center, or unmanned dumpsters, on the South side of Claytor Lake.
9. Consent to Easement/Encroachment Agreement – When Steve Sheckler granted the PSA an easement for the construction of a better road to the raw water intake pumps at the PSA water treatment plant, he violated the specific terms of a conservation easement he had granted to the Virginia Outdoors Foundation. (See enclosed letter from the Foundation). The Foundation researched the matter and has determined that while the specific terms were violated, the intent of the easement was not altered. In order to address this discrepancy, the Foundation is requesting consideration by the PSA to the enclosed agreement as may be modified. I have asked Tom McCarthy to review the details to ensure that the PSA would have the ability to make any needed improvements to

the road should the pump station ever need to be rebuilt. Approval of the agreement, as may be modified by Mr. McCarthy, is recommended.

c. Informational Items:

1. Personnel Changes – Ms. Spence reports there have been no personnel changes since the last meeting.
2. Financial Report - A copy of the monthly financial report for the PSA is ***enclosed***.
3. Utility Projects – ***Enclosed*** is the latest update provided by the Planning District Commission.
4. Update from June PSA Meeting – ***Enclosed*** is a memo responding to various questions by Board members at the June Board meeting.
5. Sewage Pump Station Overflow - ***Enclosed*** is correspondence from Mr. Coake to DEQ providing documentation of a sewage overflow from the New River Industries Sewage Pump Station in Fairlawn.
6. Commerce Park/Pulaski Project Summary – ***Enclosed*** is a summary of the June 10 meeting.
7. Unclaimed Property – The PSA was included in a state list of individuals and firms whose unclaimed property was being held by the state. Being unaware of the specifics, we submitted an inquiry and received the following response: “We received your inquiry and it appears that you may have property to claim. The inquiry will be processed in the order in which it was received. Please allow 6 to 8 weeks for more information to be sent for we are currently experiencing a backlog situation. We hope to correct this situation as soon as possible.’ Thank you, Department of Treasury, Division of Unclaimed Property”. We will keep the PSA Board informed of any results received from the state.
8. PER Results for Water Extension to Parrott Mount Road and High Road – We received a request to extend a water line on top of Parrott Mountain. ***Enclosed*** is a map describing this request. However, the cost does not seem feasible as it will require a \$58.78 per month non-user/minimum bill. Considering this cost and the interest by citizens in the installation of the water line in what appears to be a low- to moderate-income community, it is recommended that the PSA consider utilization of the Community Development Block Grant – Self-Help program and will report our findings at the next PSA meeting.
9. Virginia Rural Water Association – ***Enclosed*** is correspondence offering technical assistance in utilizing the Rural Development Loan process.

d. Current Authorized Projects & Items Under Review:

- Water Treatment Plant dispersion wall construction

Tour of PSA Facilities - As a continuation of the tour of PSA facilities, we have arranged a tour of the Commerce Park, Cloyd's Mountain landfill and the NRRRA landfill. Please let us know of any personal complications you may have so that the tour can be rescheduled if needed. This will conclude tours of the various PSA related facilities.

PMH/gh