

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Mon., November 17, 2003
9:00 a.m.**

FOLLOW-UP

ITEM	
1.	<u>Public Hearing – Rate Revisions</u> (Approved rate schedule effective January 1, 2004 – Arrange for changes in billing, as appropriate) Ms. Burchett/Ms. Sayers
2.	<u>Reports from the County Administrator & Staff:</u>
a.	<u>Collection Staff Activity:</u>
1.	<u>Adjustments</u>
2.	<u>Inmate Availability Reports</u>
3.	<u>Balance Due & Lien Reports</u>
4.	<u>Work Order Count</u>
5.	<u>Drop Site Total</u> (Reviewed)
b.	<u>Town of Pulaski/Pulaski County PSA Cooperative Utility Use Agreement</u> (Approved concept of agreement – Staff to review agreement with Town of Pulaski and present final draft at December meeting – Add to December 8 Board agenda) Mr. Huber/Coake Ms. Hanks
c.	<u>Busy B's Daycare Center</u> (Survey to be conducted of residents along the route of the proposed Option 2 to obtain PSA standards of 75% of residents responding, 66% of which need to be in favor of the proposal – Provide update once responses are received) Mr. Utt
d.	<u>Front Loader Quote</u> (Tabled to December PSA meeting) Ms. Hanks
e.	<u>Roff Off Container Rental</u> (Review "lease/purchase" options) Mr. Huber/ Mr. Mayberry
f.	<u>Policy Supporting Economic Development</u> (Tabled to December – Staff to send a copy of policy to Planning Commission for review and provide update to PSA Board at January meeting – Place on January Board agenda) Mr. Tickner Ms. Hanks

- g. Waste Management Control Details
(Authorized development of an agreement with Waste Management authorizing their non-exclusive right to collection construction and agricultural debris) Mr. Huber/
Mr. Mayberry
- h. Eagleview Mobile Home Park Water Service Decision
(Awaiting response from Mr. Sumner – Place on agenda when response received) Ms. Hanks
- i. Informational Items:
 - 1. 15th Annual Virginia Water & Wastewater Rate Report 2003
(Reviewed – Ask Draper Aden if report exists showing other localities commercial connection fee schedule) Ms. Hanks
 - 2. Polyester Mobile Home Park
(Review project for moving project along in a more expeditious manner with engineer) Mr. Huber/Mr. Utt
 - 3. Riverwood Water Tank Lease for Placement of Cell Phone Antenna
(Confirmed willingness to lease space on existing water tanks for telecommunications purposes)
- j. Current Authorized Projects & Items Under Review
 - 1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
 - 2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (pending Rural Development funding)
 - 3. Painting Water Tanks
(Reviewed)
- 3. Approval of Minutes of October 20, 2003
(Approved) Ms. Hanks
- 4. Accounts Payable
(Approved) Ms. Sayers
- 5. Other Matters
(Board members invited to employee Christmas breakfast)
- 6. Adjournment

November 13, 2003

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Public Hearing – Rate Revisions

Enclosed is the advertisement published in regard to the proposed rate revision. The revised rate eliminates the requirement customers have to purchase 2,000 gallons whether used or not. The additional revenue required to implement this change comes from a \$0.50 increase in the per thousand charged up to 100,000 gallons. Maintaining the existing rates after the first 100,000 gallons used is recommended to avoid unduly impacting large commercial and industrial customers. Thus, the rate revision helps those using less water. Adoption of the revised rate structure is recommended.

November 13, 2003

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

An update on the following reports will be ***enclosed***, if received in time, or reported at the PSA meeting on Monday:

1. Adjustments
2. Inmate Availability Reports
3. Balance Due & Liens Reports
4. Work Order Count
5. Drop Site Total – October

b. Town of Pulaski/Pulaski County PSA Cooperative Utility Use Agreement – ***Enclosed*** is a draft agreement for sharing of capacity in the Thornspring Sewer line extension serving the new elementary school. The agreement calls for sharing 50% of the capacity of the sewer line. The cost of using the line would be limited to a proportional share of pumping costs (Critzler, Dora Highway and Wurno pump stations). I recommend adoption, pending a guarantee from the town that the county will have the ability to use the capacity being purchased without additional costs related to other capacity issues through the town sewer system.

c. Busy B's Daycare Center – We have received a request from Busy B's Daycare Center for extension of the sanitary sewer line to serve their location. ***Enclosed*** is a plat and estimate showing Option 1 and 2 for extension of the sanitary sewer system to serve Busy B's Daycare Center. Option 1 extends the sewer line along Route 11 for approximately 1,300 feet. This line has a high degree of difficulty due to rock and a major fiber optic cable parallel to the line. It is anticipated only one connection would be served by this line and the surcharge necessary for loan payments would be \$547 per month.

Option 2 extends the sanitary sewer through the residential development north of Route 11. This option removes the difficulty on the fiber optic cable. The difficulty of this route is through a developed subdivision and the necessity to locate the line in areas to provide the required slopes. This requirement may locate the sewer line in objectionable areas through yards and adjacent to existing buildings. The design for this route has not been done and this option is dependent on a route being available. Easement would be necessary for the total length from approximately 12 property owners. It is anticipated 12 connections would be served by this line and the surcharge necessary for loan payment would be \$15 per month.

Staff recommends encouraging Ms. Lytton to discuss her interest with the owners of the 11 other potential customers benefiting from Option 2 to obtain the PSA standards of 75% of residents responding 66% of which need to be in favor of the proposal. Authorization is also suggested for Shawn Utt to conduct an official survey of residents along Option 2.

- d. Front Loader Quote – Staff recommends the appropriation of approximately \$80,000 more than the existing \$80,000 currently budgeted for the purchase of a front-end load dumpster as a way to increase automation and lower long term personnel costs. The current model of rear packer unit is no longer available so we will have to change equipment specifications anyway. Rear load units will still be needed in some situations. However, the front load trucks will allow for one-person operations not currently possible with the existing rear load units a minimum savings of \$23,878 per year. Doug Mayberry has determined that Giles County and Waste Management also use these units and could be contracted with to provide back-up service. I recommend that this purchase be followed up with the purchase of a second unit to ensure local back-up capabilities.
- e. Roff Off Container Rental – Waste Management is asking the PSA to enter into the **enclosed** a contract for 13 roll off units at a rate of \$80.69 per month or 968.28 per year for a three year period. This represents an increase of \$10.23 per unit per month or \$122,76 per unit per year over what we are currently paying. These containers can be purchased for \$2,550 to \$3,500 each. For this reason, I requested and obtained a waiver of the penalty costs should the PSA wish to eliminate the rental of two units per year. The alternative would be the expenditure of \$33,000 to purchase replacement of all the rental units or to lease units from other firms.
- f. Policy Supporting Economic Development - **Enclosed** is a draft PSA Development Policy restating, clarifying and expanding current practices in providing service to new developments. The policy is based on what is being done in the mobile home parks to include new residential and commercial developments. The result would be that the PSA would be incurring additional debt with the developer being 100% responsible for repayment. I would like to request specific authorization to apply the above policy to the development of the Rockwood Farms property, the Heron's Landing expansion, and the construction of water and sewer lines serving Stone Ridge.

- g. Waste Management Control Details – I would like to request authorization to development of an agreement with Waste Management authorizing their non-exclusive right to collect construction and agricultural debris.
- h. Eagleview Mobile Home Park Water Service Decision – We are still waiting for a response from Mr. Sumner regarding his plans to improve the loan to equity ratio for PSA water service to this mobile home park.
- i. Informational Items:
 - 1. 15th Annual Virginia Water & Wastewater Rate Report 2003 – ***Enclosed*** is a report prepared by Draper Aden comparing water and sewer rates.
 - 2. Polyester Mobile Home Park – Shawn Utt is working with Ron Coake and Altizer Engineering firm to get Rural Development approval of the engineering work done to date on this project.
 - 3. Riverwood Water Tank Lease for Placement of Cell Phone Antenna – We have been approached by a cell phone company requesting the ability to place cell phone antennas on this tank. Since this particular property has a deed restriction limiting the use of the lot for a water tank, the matter has been referred to the property owners. I would like to confirm the willingness of the PSA to lease space on existing water tanks for telecommunications purposes.
- j. Current Authorized Projects & Items Under Review
 - 1. Public Water & Sewer Service to Mobile Home Parks (engineering underway)
 - 2. Sewer Service to Rolling Hills, Vista, Orchard Hills, and Highland Park Subdivisions (pending Rural Development funding)
 - 3. Painting Water Tanks