

FOLLOW-UP ACTION

<u>ITEM</u>	
1. <u>Citizen Comments</u>	
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 all)	
b. <u>Town of Pulaski/Pulaski County PSA Cooperative Utility Use Agreement</u>	
(Approved, subject to county engineer and town manager agreeing to specific details)	Mr. Coake
c. <u>Front Loader Quote</u>	
(Review lease options and provide update to PSA Board at next meeting – Place update on January agenda)	Mr. Huber Ms. Hanks
d. <u>Purchase of Specialized Dumpster at Fairlawn YMCA Thrift Store</u>	
(Reviewed)	
e. <u>Roll Off Container Rental</u>	
(Staff reported no response received from Waste Management – Place update on January agenda once response received)	Ms. Hanks
f. <u>Policy Supporting Economic Development</u>	
(Approved assisting bank or lending institution in collecting loan through connection fees or monthly fees, but not guaranteeing loan)	Mr. Huber
g. <u>Sunny Akers Subdivision Septic Problems</u>	
(County engineer to draft Preliminary Engineering Report and provide update when prepared – Place review of PER on agenda when prepared)	Mr. Coake Ms. Hanks

h. Rescheduling of October 2004 Meeting
(Rescheduled to Tuesday, October 12 due to
Columbus Day Holiday) Ms. Hanks

i. Informational Items:
1. Private Refuse Collection Services
2. Draper Aden Associates Newsletter
3. Personnel Matter
(Reviewed all)

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

3. Closed Meeting - Closed Meeting –2.2-3711.A.1.3.5.7
(Approved settlement by Attorney Sam Campbell for
\$1,000)

(Approved working with School Board in joint oversight of
garage and refuse departments) Mr. Huber

4. Approval of Minutes of November 17, 2003
(Approved) Ms. Hanks

5. Accounts Payable
(Approved) Ms. Hanks

6. Other Matters
(None)

7. Adjournment

December 4, 2003

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$17,434.59cr are submitted as shown on the ***enclosed***.
2. Inmate Availability Reports - Staff reports the inmate count for November provided three inmates.
3. Balance Due & Liens Reports - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 15 brush; 14 large; 2 tire(s); 0 refrigerator(s).
5. Drop Site Total – November:

Drop Site Total
For Month of November

Site	Trips	Tonnage
Dora Highway	29	56.73
Dublin	19	37.30
Fairlawn	12	19.90
Total	60	113.93

- b. Town of Pulaski/Pulaski County PSA Cooperative Utility Use Agreement – ***Enclosed*** is the agreement discussed at the November meeting. Since the meeting, John Hawley has agreed to reserve 375 gallons per minute flow through the Town of Pulaski system. Ron Coake and I plan to provide an update regarding other issues with the draft agreement.

- c. 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. This matter was carried over from the November meeting to allow discussion by all Board members. In addition, staff hopes to provide the PSA Board with a cash flow summary for the last 18 months in order to best determine what reserves the PSA has in making this change as well as the other investments in the purchase of roll-off containers.
- d. Purchase of Specialized Dumpster at Fairlawn YMCA Thrift Store – The YMCA Thrift Store in Fairlawn is asking the PSA to provide specialized roll-off container service in order to best handle the disposal of large items. I am also proposing their potential use of a compactor unit for this purpose. The advantage of the compactor type unit is it could be used in a number of different locations.
- e. Roll Off Container Rental – Waste Management has been asked to provide a lease/purchase option to the continued contract rental of 13 roll-off containers. I have not received a response at the time this packet was mailed and hope to provide the PSA with additional information at the meeting. Waste Management is charging \$80.69 per month, or \$968.28 per year, for a three year period for the rental of the existing units. These containers can be purchased for \$2,550 to \$3,500 each, thus the purchase of new units would pay for itself within 3½ years assuming no maintenance was required.
- 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. Sunny Akers Subdivision Septic Problems – I have been contacted by Mr. Bill Hinkle regarding his interest in getting public sewer service. I have encouraged him to talk the matter over with his neighbors to determine their interest and recommend the PSA authorize the county engineer provide an estimate of the cost of residential service to this neighborhood. Staff has also contacted the Health Department to determine how many septic systems have failed in Sunny Akers. The Health Department advises five septic systems have failed and been repaired. They also reported three lots were denied septic systems due to bad soils.

h. Rescheduling of October 2004 Meeting – Staff suggests moving the normal October meeting from Monday, October 11 to Tuesday, October 12 to avoid conflicting with the Columbus Day Holiday.

i. Informational Items:

1. Private Refuse Collection Services - ***Enclosed*** is correspondence to Boddie Noell Enterprises, Inc. (owner of Hardee's restaurants) regarding the PSA's exclusive right to provide refuse collection services.
2. Draper Aden Associates Newsletter – ***Enclosed*** is the latest Draper Aden newsletter which features increasing water and sewer rates statewide. Also ***enclosed*** is information regarding connection charges survey results.
3. Personnel Matter – Mr. Jerry Taylor is resigning as assistant refuse department supervisor effective December 31. I plan to update the Board regarding plans for replacing this position.

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

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December 5, 2003

TO: PSA Board of Directors
FROM: Peter Huber, County Administrator
SUBJECT: Closed Meeting – 2.2-3711.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.2-3711.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:

- White Pine Enterprises – Sam Campbell plans to attend the meeting and provide an update regarding this matter.

PMH/gh

CLOSED MEETING RESOLUTION

A closed meeting is requested pursuant to Section 2.2-3711.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters.

The following motion is suggested for a closed meeting at the December 8, 2003 Public Service Authority Board of Directors meeting:

It was moved by _____, seconded by _____ and carried, that the Public Service Authority Board of Directors enter closed session for discussion of the following:

Property Disposition or Acquisition – Pursuant to Virginia Code Section 2.2-3711(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- ◆ None

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ None

Prospective Industry – Pursuant to Virginia Code Section 2.2-3711(A)5 discussion concerning a prospective business or industry, or the expansion of an existing business and industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

- ◆ None

Legal Matters – Pursuant to Virginia Code Section 2.2-3711(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- ◆ White Pine Enterprises

Voting yes: _____

Voting no: _____

Abstaining: _____

Not present: _____

