

FOLLOW-UP ACTION

ITEM	KEY STAFF
1. <u>Citizen Comments</u> (Comments were heard from Mr. James Whited and Mr. Stan Moran)	
2. <u>Reports from the County Administrator &amp; 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 &amp; Lien Report</u>	
4. <u>Work Order Count</u>	
5. <u>Drop Site Total &amp; County Landfill Tonnage</u> (Reviewed)	
6. <u>Annual Charge Offs</u> (Approved)	Ms. Sayers
b. <u>Action Items:</u>	
1. <u>Refuse Collection Rate for Part-Year Residents</u> (Approved advertising for public hearing for rate adjustment to \$80 per year for part-year residents – Advertise within 60-day advertising period for October 11 PSA meeting – Place notice on PSA bills – Develop user agreement)	Ms. Sayers Ms. Burchett Mr. McCarthy Ms. Hanks
2. <u>Pepper's Ferry Regional Waste Water Treatment Authority Service &amp; Planning Area Map</u> (Reviewed and concurred with proposed overall service and planning areas map)	Ms. Hanks
3. <u>Roll-off Rates</u> (No report available – Place on August agenda)	Ms. Hanks/ Mr. Nichols
4. <u>Penalty and Interest Amnesty Period</u> (No action – Staff to provide figures of penalty and interest charges at August meeting – Place on August agenda)	Mr. Huber/ Ms. Burchett Ms. Hanks

5. Fairway Estates Subdivision Water Tank  
(Approved six-month extension on project, with a weekly report to be submitted to county administrator weekly via e-mail and transmitted to PSA Board at monthly Board meeting – Place report on monthly agenda) Ms. Hanks

6. FY 06 Budget  
(Presented final budget)  
  
(Staff to contact Christiansburg and Blacksburg to obtain garbage rates charged customers, including both commercial and residential rates) Ms. Safewright

c. Informational Items:

1. WTP Employment Offer  
(Reviewed)
2. Sewer Overflow  
(Reported sewer pump station #2 overflow which occurred on July 6)

d. 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 (engineering underway)
3. Painting Water Tanks

3. Approval of Minutes of June 13, 2005  
(Approved) Ms. Hanks

4. Accounts Payables  
(Approved) Ms. Sayers

5. Other Matters  
(Mr. Huber reported staff working with Rural Development on contract)

(Mr. Huber reported staff continues to work with cell phone companies re: placement of wireless internet towers on water tanks – Board approved entering into a three year contract at \$75 per month/per tower – Notify Troy Settle) Ms. Hanks

(Staff to provide tour of PSA facilities for Board members upon request)

6. Adjournment

July 7, 2005

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling \$7,275.66- are submitted. A copy of the spreadsheet will be ***enclosed***, if received in time.
2. Inmate Availability Report - Staff reports the inmate count for June provided three inmates per day.
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 39 brush; 41 large; 0 tire(s); 2 refrigerator(s).
5. Drop Site Total – June – There is no drop site or landfill tonnage report for the month of June.

b. Action Items:

1. Refuse Collection Rate for Part-Year Residents - As requested by the Board at its June meeting, staff contacted counties of Bedford, Franklin, Mecklenburg, Spotsylvania and Louisa to obtain refuse rates for lake residents. Those results are ***enclosed***. I encourage a system needing a minimum amount of maintenance on the part of both the customers and PSA billing staff.
2. Pepper's Ferry Regional Waste Water Treatment Authority Service & Planning Area Map - The Pepper's Ferry Regional Wastewater Treatment Authority is currently conducting the required tri-annual review of its Rules and Regulations. Included in that review is the User Agreement for all member jurisdictions. Attached to the User Agreement is the Pepper's Ferry Regional Wastewater

Treatment Authority's overall planning and service areas map. The map is being updated to incorporate an extension of the planning area for the Montgomery County Public Service Authority approved by the Pepper's Ferry Authority Board of directors in 2003.

We have been asked to review the proposed overall service and planning areas map dated February 15, 2005 and advise if the area indicated for the PCPSA is correct. The Planning Areas for Pulaski County have not changed in these maps. The Planning Area for Pulaski County is the whole County. The service area indicated in the proposed map needs corrections in several areas including the Pulaski County Corporate Center and the area south of Route 11 between Dublin and Fairlawn. There is a third map which has the recommended corrections attached.

The Planning Area is designated as an area which might be served at some time in the future. The Service Area is the area which is presently being served or has the capability to be served with minimal effort.

3. Roll-off Rates – Staff continues to work on documenting appropriate roll-off charges. I hope to have a report prepared for the meeting.
4. Penalty and Interest Amnesty Period – As a way to address situations such as that of Mrs. Slaughter where no PSA bills have been paid for some time and penalty and interest charges are significantly higher than the underlying PSA charges, I would like to suggest consideration to allowing for a one-time penalty and/or interest amnesty period. In considering the matter, the PSA Board may wish to consider combining the waiver of penalty and/or interest with a requirement to use the automatic bank draft debit program.
5. Fairway Estates Subdivision Water Tank - The bond provided for the Fairway Estates Subdivision Water Tank expires August 15, 2005. Stan Moran, Developer, has indicated he plans to attend the meeting to provide a status report on the project. It is my understanding there were issues with the right-of-way to the proposed tank site which have been resolved. ***Enclosed*** with this meeting information is correspondence from Mr. Moran outlining the status of the project.

c. Informational Items:

1. WTP Employment Offer – ***Enclosed*** is correspondence to Mr. Terry Allen Andrews offering the position of Senior Shift Operator at the Water Treatment Plant.
2. Sewer Overflow – The sewer pump station #2 located behind the County Garage overflowed on July 6 when the partial loss of power caused the generator to start. Unfortunately, there was no notification that the station was on emergency power and the generator failed after running out of gas. Thereafter, the high water alarm failed to notify staff that the pump station had failed and the overflow was not discovered until the station was visited by staff.

- d. 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 (engineering underway)
  3. Painting Water Tanks (completed for 2004)

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