

Follow-up Agenda

Action Item	Key Staff
1. <u>Citizen Concerns</u> (Mr. Mike Mason and Mr. & Mrs. Michael Ratcliff requested the Board approve their request to connect three homes to a water line on Joyce Way located on Route 600)	
2. <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</u> (Reviewed)	
b. <u>Action Items:</u>	
1. <u>Minutes of Previous Meeting</u> (Approved)	Ms. Hanks
2. <u>Accounts Payable</u> (Approved)	Ms. Sayers
3. <u>Employee Transfer Policies</u> (Approved – Develop a transfer agreement between PSA, Board of Supervisors and School Board to compensate for accrued leave liabilities, without direct impact on the employee) R	Mr. Hiss
4. <u>Purchase of Additional Roll-off Containers</u> (Approved purchase of ten additional 40 yard roll-off containers at a cost of \$39,000)	Mr. Nichols

5. Joyce Way Waterline
(Determine normal life for galvanized lines – Provide update to PSA Board at May meeting – Deferred action on request to May meeting to allow for County Engineer to be present – Place on May PSA Board agenda)
Mr. Coake
Ms. Hanks
 6. Sewer Service to Motor Mile Speedway
(Authorized use of water meter readings as a temporary substitute for the installation of sewer metering equipment consisting of a parshall flume and related metering equipment – Notify Thom Rutledge)
Mr. Coake
 7. Texaco Pump Station
(Ratified administrative action approving the expenditure of \$25,000 in repair work to grout sides of well)
Mr. Coake
- c. Informational Items:
1. Personnel Changes
(Reviewed recent changes)
 2. Financial Report
(Provided monthly report)
 3. Garbage Truck Utilization
(Reported promised delivery of two new rear load garbage trucks by the end of the month and use of two trucks as compactors at drop centers)
 4. Pulaski Central Utility Status
(Provided update including: Jim Gilbert agreement had been signed; Hidden Valley agreement ready to sign; and considerable progress being made on obtaining easements for Rolling Hills and Orchard Hills)
 5. Member Area Policy
(Provided copy of policy approved by NRRA)

6. Capital Improvements Plan
(Reviewed)
7. Pine Grove Subdivision Streetlights
(Reviewed letter being sent out to property owners asking them for their preferences for the installation of streetlight service)
8. Emergency Response Plan
(Reported completion of an emergency response plan for the Water Treatment Plant as required by the EPA)

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. Water Treatment Plant Dispersion Wall Design
4. Installation of back-up generators at sewer pump station
5. Replacement of Texaco sewer pump station
6. Skyview/Fairgrounds/Commerce Park sewer preliminary engineering

3. Other Matters

(Approved reimbursement totaling \$476.65 to Barry Tolbert of Oakview Avenue for personal package accidentally taken by PSA garbage crew)

Ms. Sayers

(Reported Goodwill Industries request to assume responsibility for all drop sites – Reported a potential request from Goodwill Industries for a compactor unit)

Mr. Nichols

4. Adjournment

April 4, 2007

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from County Administrator and Staff:

1. Reports from County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - Adjustments totaling a net \$1,721.14- 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 March
3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
4. Work Order Count - Pickups pending: 19 brush; 13 large item; 1 tire; 1 refrigerator.
5. Drop Site Total & County Landfill Tonnage Report – Drop site totals for the month of March are as follows. There are no landfill tonnage reports for the month of March.

**DROP SITE TOTAL
FOR THE MONTH OF MARCH**

Site	Trips	Tons	Tons per haul
Dora Highway	57	113.19	2.00
Dublin	65	148.75	2.29
Fairlawn	14	65.36	4.67
Totals	136	327.30	2.41

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the February 12, 2007 meeting for your review and approval.
2. Accounts Payable – Review and approval of the ***enclosed*** accounts payable is requested.
3. Employee Transfer Policies – Current policies regarding transfers of employees among the School Board, PSA and Board of Supervisors result in the loss of sick leave time by the employee and payout of accrued vacation and comp time. Development of a transfer agreement among all three (3) boards to compensate for accrued leave liabilities, without direct impact on the employee, would provide employees and management with broader employment opportunities.
4. Purchase of Additional Roll-off Containers – Staff is recommending the purchase of ten additional 40 yard roll-off containers at a cost of \$39,000. This request is in response to the need to return five containers owned by the Resource Authority which we have been using, replacement of containers previously provided by Cycle Systems, and the growing demand for new roll-off services. We propose to pay for these containers through revenue from the direct disposal of metals (collections to date on metals is about \$12,000 in nine weeks with an additional savings of \$2,500 not paid for recycling refrigerators through the Resource Authority).

Four of the new 40-yard containers would be used at the Dublin Drop Center as a way to increase the per load volume. We also are keeping two empty units at the County Garage in order to be able to take empty containers to Hoover Color and other outlying customers to avoid making two trips.

5. Joyce Way Waterline - We have a request from Mr. Mike Mason (230-9409) to connect three homes to the water line in Joyce Way located on Route 600 (Belspring Road) in the Community of Fairlawn. The existing water line is a 2" galvanized line and it is likely that corrosion has reduced the size of the line during the years. The line is approximately 25 years old with 11 homes on it. The line is approximately 600 feet long and would cost approximately \$25,000 to replace. The PSA Water Department has had to fix leaks in this line recently and is probably getting to the age to cause further problems. The immediate concern is allowing the three new connections and the likelihood that we may

experience low pressure problems due to the increased demand. The proposed new connections would be at the end of the line on the Mason property. Staff recommends approval by the PSA board to contract the replacement of this line.

6. Sewer Service to Motor Mile Speedway – ***Enclosed*** is a letter from Clarke Wallcraft authorizing use of water meter readings as a temporary substitute for the installation of sewer metering equipment consisting of a parshall flume and related metering equipment. Like authorization is requested from the PSA Board of Directors.
7. Texaco Pump Station – The contractor building the replacement pump station found that the corrosion of the wet well was worse than anticipated. Replacement of the floor was anticipated; however, the walls were corroded by hydrogen sulfide and there was leakage of ground water through wall crevasses. A proper fix required an additional \$25,000 in repair work to grout the sides of the well. Due to the fact that the additional damage could not be determined until the wet well was emptied and once emptied, the repair needed to be done, the additional cost was approved administratively following a conversation with Chairman Huff. Ratification of this additional cost is request.

c. Informational Items:

1. Personnel Changes - ***Enclosed*** is a listing of recent personnel changes as prepared by Ms. Spence.
2. Financial Report – ***Enclosed*** is monthly financial report for the PSA as prepared by Gordon Jones.
3. Garbage Truck Utilization – The delivery of two new rear load garbage trucks have been promised by the end of the month. Staff have been delivering two older rear load trash trucks to the drop centers for use in handling the volume of waste delivered to the drop centers. The new vehicles will allow two of the oldest existing trucks to be permanently placed at the Dublin and Dora Highway drop centers while leaving two units available for use while others are down for maintenance or repair.
4. Pulaski Central Utility Status – ***Enclosed*** is an update from the Planning District Commission on the various utility projects.
5. Member Area Policy - ***Enclosed*** is a copy of the Member Area Customer Policy approved by the NRRA Board at the January Board meeting. The NRRA is requesting that the policies be distributed to

the member representatives and adhered to. The NRRRA indicates they are seeing disposal permits issued by unauthorized personnel and are going to reject those loads. I have offered to verbally confirm signatures.

6. Capital Improvements Plan - ***Enclosed*** is a copy of the proposed Capital Improvements listing for the PSA.
 7. Pine Grove Subdivision Streetlights – ***Enclosed*** is a letter being sent out this week to property owners in the Pine Grove Subdivision asking them their preferences for the installation of streetlight service.
 8. Emergency Response Plan – Ron Coake, with the help of Eddie Fisher and Willie Richardson, completed an emergency response plan for the Water Treatment plant as required by the Environmental Protection Agency.
- 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. Water Treatment Plant Dispersion Wall Design
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PMH/gh