

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Tuesday, Sept. 11, 2007
9:00 a.m.**

ACTION	KEY STAFF
1. <u>Citizen Concerns</u> (Stan Moran submitted an "Opinion of Probable Construction Cost for the Draper West Water Storage Tank" for review by the PSA Board)	
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> (Mr. Mathes questioned the accuracy of the balance due report – Ms. Sayers explained in detail the report)	
4. <u>Work Order Count</u>	
5. <u>Drop Site Total & County Landfill Tonnage</u> (Reported)	
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>Request for Placement of Gravel on Pepper's Ferry Loop</u> (Denied request for PSA maintenance of alley - Send letter to residents requesting residents maintain road due to private road status, with letter suggesting residents also	

- consider the creation of a homeowners association with the PSA offering assistance in forming homeowners association) Mr. Huber
4. Ratification and/or Approval of Contracts, Change Orders, Etc. - Notice of Award & Change Order – Thornspring Water Tank Interior & Schrader Hill Water Tank Exterior Painting
(Ratified change order – Staff noted plans to recommend accepting Option 3 (20' tank) for Draper West Water Storage Tank) Mr. Coake
 5. Cost Estimate for Sewer Line for Fairgrounds
(Approved polling the Fairgrounds and Skyview Subdivision homeowners to determine their interest in extending sewer lines to serve area – Staff to update cost estimates) Mr. Coake
 6. Flushing of Fire Hydrants
(Authorized staff taking action to get work completed in whatever manner is most economical by PSA) Mr. Coake

(Mr. Coake reported a bid of \$45,000 to have work completed – Board noted this was economically unacceptable and declined to accept the bid)
 7. Fatz Sewer Line
 - Sewer Force Main
(Approved revised location upon receipt of a revised easement) Mr. Coake
 - Odors
(Approved staff taking actions to remedy the odor problem) Mr. Coake
 - Pump Station Easement
(Approved taking whatever actions needed to correct deed) Mr. Coake

8. Carry-Over
(Approved carry-over of expenditures to FY 08) Mr. Jones
9. Bear Proof Dumpster
(Approved purchasing dumpster or whatever is necessary to prevent bears from entering dumpster) Mr. Nichols
10. Commerce Park Water Supply
(Staff to continue to work with Commerce Park Committee and provide updates to PSA Board) Mr. Huber

c. Informational Items:

1. Personnel Changes
(Reviewed)
2. Financial Report
(Reviewed – Commended staff on informative report)
3. Projects Update
(Reviewed)
4. Report on Balance Due for Water & Garbage
(Reviewed)
5. Summary of NRV Recycling Site Plan
(Reviewed summary of the current plan for on-site public recycling)
6. Water System Improvements
(Mr. Moran advised the proposed subdivision adjacent to Pulaski Country Club had been put on hold)

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 granting Bob Thomas extension for 60 days to sign easement for sewer line, following Mr. Thomas having line properly tested – Notify Mr. Thomas)

Mr. Coake

(Approved writing off penalty only of account of Mary Boardwine (who is recently deceased) due to Ms. Boardwine having been a participate in the Tax Relief for the Elderly and due to her health status prior to death)

Ms. Sayers

4. Adjournment

September 5, 2007

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Report Regarding Agenda Items

1. Citizen Comments – There are no citizens scheduled to speak at this time.
2. Reports from County Administrator and Staff:
 - a. Collection Staff Activity:
 1. Adjustments - Adjustments totaling a net \$4,086.88- 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 August.
 3. Balance Due & Lien Report - ***Enclosed*** are the balance due and lien reports.
 4. Work Order Count - Pickups pending: 13 brush; 13 large item; 0 tire; 1 refrigerators.
 5. Drop Site Total & County Landfill Tonnage Report – The drop site totals report for the month of August are as follows: The landfill tonnage report will be presented at the September PSA meeting.

**DROP SITE TOTAL
FOR THE MONTH OF AUGUST 2007**

Site	Trips	Tons	Tons per haul
Dora Highway	52	113.28	2.19
Dublin	51	217.92	4.28
Fairlawn	9	58.81	6.54
Totals	112	390.01	3.49

b. Action Items:

1. Minutes of Previous Meeting – ***Enclosed*** are the minutes of the August 14, 2007 meeting for your review and approval.
2. Accounts Payable – Review and approval of the ***enclosed*** accounts payable is requested.
3. Request for Placement of Gravel on Pepper's Ferry Loop- Kathy Patterson of 7480 Old Pepper's Ferry Loop (639-4966) is requesting the placement of gravel on the alley behind Pepper's Ferry Loop (see ***enclosed*** map). Her request is based in part on the use of this alley by PSA garbage trucks. In the past, we have looked at this situation and found that it would be difficult to serve this area without using the alley. I suggest consideration by the PSA to placing stone on the alley, pending agreement by area residents to the future maintenance of the alley at their cost through agreement to the Private Easement Release Agreement. Another approach could be to share a percentage of maintenance costs.
4. Ratification and/or Approval of Contracts, Change Orders, Etc. - Notice of Award & Change Order - Thornspring Water Tank Interior & Schrader Hill Water Tank Exterior Painting – As discussed at the August Board meeting, ratification of the ***enclosed*** notice of award an change order is requested.
5. Cost Estimate for Sewer Line for Fairgrounds - ***Enclosed*** is a cost estimate to provide sewer service to the New River Valley Fairgrounds. Approval is requested for polling the Fairgrounds and Skyview subdivision homeowners to determine their interest in extending sewer lines to serve this area.

6. Flushing of Fire Hydrants – We continue to have difficulty in flushing fire hydrants. In order to abide by Health Department standards and to keep residents from getting sediment in their home plumbing, this work needs to be done between 10:00 p.m. and 6:00 a.m. After being unsuccessful in soliciting help from fire departments, we are taking applications for hiring two individuals at \$12 per hour for an estimated four weeks (estimated cost of \$4,200), while also soliciting proposals from private contractors. The job entails flushing approximately 500 fire hydrants in sequence with the flow of water. Each hydrant is opened and the water is let to run until it is clear. Also, any problems in opening or closing hydrants will need to be documented. This job should be done annually in warm weather months, but was not done last year. Authorization is requested in getting this work done in whatever manner is most economical to the PSA.

7. Fatz Sewer Line – There are three items needing attention in relation to the development of the Fatz restaurant being built off of Route 100 between Wal-Mart and I-81.
 - a. Sewer Force Main - The restaurant is being located directly adjacent to the sewer force main exiting the recently rebuilt sewer pump station. In addition, grading work being done on the lot will cover the line with approximately ten feet of soil. Thus, the Fatz developers have agreed to relocating this line. Approval of a revised location is recommended upon receipts of a revised easement.

 - b. Odors - The restaurant will be located about 100 feet from the pump station and it is expected that odor control equipment will need to be installed at the pump station. Ron Coake is researching various options with approval of a specific remedy to be reviewed by the PSA Board.

 - c. Pump Station Easement – The surveyors have that there are some errors in the deed to the pump station lot. While we have not been able to confirm matters, it is likely that a deed correction will need to be approved. Approval to a deed of correction is recommended.

8. Carry-Over – ***Enclosed*** is a listing of carry-over expenditures for which approval is being requested. This is for projects approved for funding but not implemented in the 2006-07 fiscal year.

9. Bear Proof Dumpster – Ronnie Nichols had found a dumpster with a metal lid already owned by the PSA and that dumpster was moved to the Blackberry Drive area. Unfortunately, the metal lid was bent up by the bears. Thus, we are back to the need to purchase another dumpster for this purpose. During this time, the cost has been more accurately determined to be \$900.
10. Commerce Park Water Supply – The Commerce Park Participation Committee continues to evaluate options for funding improved water service to Park. In doing so, they would like some type of written agreement describing the reservation of capacity and a means of sharing construction costs based on anticipated benefits to both the PSA and the Commerce Park. Before committing a proposal to paper, I would like to get the thoughts of the PSA Board as to suggestions you might have in approaching this request.

c. Informational Items:

1. Personnel Changes - ***Enclosed*** is a listing of recent personnel changes as prepared by Ms. Spence.
2. Financial Report – A copy of the monthly financial report for the PSA will be presented at the September 11 Board meeting. ***Enclosed*** is a response prepared by Mr. Jones to several questions raised by Board members at the August PSA meeting regarding line item expenditures.
3. Projects Update – We are pleased to report that only one property in the Rolling Hills, Orchard Hills and Vista subdivision sewer projects will have to go through the condemnation process.
4. Report on Balance Due for Water & Garbage - Board members had requested a report on the balance due for water and garbage service.
5. Summary of NRV Recycling Site Plan - ***Enclosed*** is a summary provided by Steve Pierett of Volvo of the current plan for on-site public recycling.

6. Water System Improvements – At the time this agenda was prepared, I did not have any news regarding the ability of the Town of Pulaski System to serve the proposed subdivision to be located adjacent to the Pulaski Country Club. I also have not received a response from Mr. Moran regarding the proposed division of costs for the new Draper water tank. We hope to be able to provide the Board with updates regarding both of these projects at the Board meeting.

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
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PMH/gh