

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

FOLLOWUP

**Regular Meeting
July 19, 2000
9:00 a.m.**

ITEM

1. Memorial Resolution - Carlos Morris
(Approved; send certified copy to Morris family) Ms. Hanks

2. Citizen Comments
(Comments heard from Stan Moran regarding the Draper Ridge Subdivision Water Tank financing)

3. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
 2. Inmate Availability Reports
 3. Balance Due Report
 4. Lien Report
 5. Collections Report
 6. Refuse Committee Reports
(Approved adjustments in the amount of \$4,658.04; reviewed all other items listed) Ms. Sayers

 - b. FY 01 Budget Approval
(Approved budget as presented by staff with the addition of \$460,365.91 to Volvo for plant expansion water treatment costs to be added as a capital expense with reserve used to fund said expense; notify departments) Ms. Burchett

 - c. Billing Services Contract – Town of Pulaski
(Approved contract and authorized Chairman to execute; proceed to implement as of August 1, 2000; notify Town officials of action; place on PSA billing staff meeting agenda) Mr. Huber/Ms. Burchett/Ms. Hanks

- d. Draper Ridge Subdivision Water Tank
(Confirmed that the PSA could not provide up front funds for the tank construction; approved following arrangements for the water tank installation by Mr. Moran: funding of the water tank construction to be incurred by Mr. Moran; a bond posted suitable to the PSA, with or a letter of credit or other surety acceptable to the county engineer; PSA to institute surcharges of \$15 per month for existing 19 homes and any future homes built and an equivalent residential customer surcharge from any commercial connection not to exceed 5 or \$75.00 per month, and a \$2,000 per new connection fee; surcharges to end upon payment of debt plus return of 12% interest on investment to Mr. Moran; PSA to purchase and install fire hydrants in the existing water line; and financing to be in place within two years or before more than ten additional homes are constructed, which ever occurs first. Staff provide a copy of terms to Mr. Moran; place on PSA billing staff agenda for discussion of new account type for surcharges and accounting of same) Mr. Coake/Ms. Hanks
- e. RockWood Farms (Bell Property) Water & Sewer
(Reported preliminary engineering study for water and sewer extensions authorized by Board of Supervisors; place on future PSA agenda as needed) Ms. Hanks
- f. Water and Sewer Extension Financing
(Review listing of projects planned for grant financing; staff requested to add the Eagleview Mobile Home Park to listing - Arrange meetings with funding agencies to plan financing) Mr. Huber
- g. Personnel Changes
(Reported; accepted resignation of PSA Executive Director, Joseph Morgan; approved Peter Huber as Interim PSA Executive Director)
- h. PFRWTA Report
(Reported)
- i. PCSA Report
(Reported)
- j. Informational Items:
1. Eagle View Mobile Home Park Water Service
 2. NRSWMA User Rebate
 3. NRRA Rate for Municipal Solid Waste
 4. PFRWTA Minutes & Executive Directors Report
 5. Correspondence to PSA Employee
(Reviewed All listed)

- k. Current Authorized Projects & Items Under Review:
1. Cloyd's Mountain Sewer Extension by VDOT
 2. New River Industrial Park Water and Sewer Extension
 3. Water & Sewer Extensions Preliminary Engineering Reports
 4. Landings Limited Partnership Water Extension
 5. Collier Acres Sewer Extension with Commerce Park Development
 6. Case Knife Road Water Extension Study
 7. Gateway Mobile Home Park Water & Sewer Extension Engineering
(Reviewed all listed)

4. Approval of June 12, 2000 Minutes
(Approved as presented) Ms. Hanks

5. Accounts Payable
(Approved subject to audit) Ms. Sayers

6. Other Matters
(RE: Volvo water treatment costs & agreement for payback – reviewed payback schedule; authorized release of check to IDA for reimbursement to Volvo for water treatment expansion costs; staff requested to notify county attorney that no agreement would be required by the PSA)

Ms. Sayers/
Ms. Spence/Mr.
Huber

(Reviewed e-mail regarding water connection to town water line by outbound truck staging facility of Volvo. Staff to check the annexation agreement to determine if town customer or PSA customer and confirm that town would need to request approval to serve customer from the Board of Supervisors; place update on next PSA agenda for review)

Mr. Coake/
Ms. Hanks

7. Adjournment

July 14, 2000

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

- a. Collection Staff Activity
 1. Adjustments - Adjustments totaling \$4,658.04 are submitted for the Board's approval. A report detailing the adjustments is not available at this time due to the new billing system implementation.
 2. Inmate Availability Reports – See ***enclosed***.
 3. Balance Due Report – Information is not available at this time due to the new billing system implementation.
 4. Lien Report – Information is not available at this time due to the new billing system implementation.
 5. Collections Report – See ***enclosed***.
 6. Refuse Committee Reports – See ***enclosed***, if any.
- b. FY 01 Budget Approval – ***Enclosed*** is a budget summary, as well as detailed line item budgets for each department of the PSA. The solid waste departments have been reorganized to reflect cost centers. The residential garbage service is subsidized by the commercial services. The cost of the three large items, recycling drop centers construction and operation, as well as operation of two boom trucks and hauling the Friends of Claytor Lake debris removal, has taken up the savings from the reduced landfill tipping fees. The tipping fee charged by the New River Resource Authority was reduced from \$36.50 to \$31.50 per ton, effective July 1. With the current \$5 surcharge of the PSA, the tipping fee for county users will be \$36.50.
- c. Billing Services Contract – Town of Pulaski – ***Enclosed*** is a revised agreement we recommend adopting. Plans are to implement billing in September. An extensive public education program will be needed to inform the public of the change.
- d. Draper Ridge Subdivision Water Tank – County staff is suggesting the following arrangement be made with Mr. Moran for the installation of this tank to ensure residents get the benefit of low-interest financing through the PSA while ensuring the PSA is not responsible for the cost of the water tank:
 1. Mr. Moran invest \$50,000 in the construction of the tank either as in-kind (as approved by the County Engineer) or cash.

2. PSA would utilize their ability to borrow low-interest funds to borrow remaining \$160,000 needed.
3. Mr. Moran provides the PSA with a bond or letter of credit payable to the PSA for the \$160,000 amount.
4. Mr. Moran would be responsible for making debt service and all other PSA costs related to the project.
5. PSA institutes the following surcharges which are either credited against debt service payments due from Mr. Moran or paid to Mr. Moran to offset his costs:
 - a. \$15 per month from the existing 19 homes and any future homes built in the existing or future subdivisions served by the tank (PSA may want to consider surveying existing residents to confirm general acceptance of the surcharge on existing customers). Surcharges to take effect upon operation of the water tank and installation of hydrants; and
 - b. \$2,000 per new connection.
6. Surcharges end upon payment of debt plus return of 12% interest on the investment by Mr. Moran.
7. PSA to purchase and install fire hydrants in the existing water line.
8. Mr. Moran to provide the financing at an interest rate not to exceed 12% in case the low interest financing is not available. The financing should be in place from either source before more than ten additional houses are constructed.

Enclosed are payoff schedules at six and twelve percent interest rates.

- e. Rockwood Farms (Bell Property) Water & Sewer – The Board of Supervisors has approved a preliminary engineering study of water and sewer extension to the area. There is a potential commercial development on the Bell property. Draper-Aden Associates will complete the study within a month.
- f. Water and Sewer Extension Financing – Staff plans to arrange a meeting with the Rural Development offices of the US Department of Agriculture to seek the best method to finance the various water and sewer extensions under discussion, including the Polyester Mobile Home Park, Orchard Hills, Vista, Rolling Hills, Highland Park subdivisions surrounding Dublin, Dunkards Bottom, Gateway Mobile Home Park, Draper Valley Golf Course subdivision, Mabry's Mobile Home Park, Route 11 west of Dublin, and Case Knife Road areas. The process will involve approving engineering services. Several proposals from the firms preparing the preliminary engineering services for the projects have been received. One needing approval is for an estimated cost of \$78,396 to Draper Aden for the Rolling Hills sewer extension.
- g. Personnel Changes – **Enclosed** is an update from Ms. Burchett regarding recent personnel changes. It is recommended that the Board accept my resignation as executive director and appoint Mr. Huber as interim executive director.
- h. PFRWTA Report - Mr. Snead may have additional information to share.
- i. PCSA Report - Mr. Snead may have additional information to share.

- j. Informational Items - **Enclosed** is information regarding the following:
1. Eagle View Mobile Home Park Water Service
 2. NRSWMA User Rebate
 3. NRRA Rate for Municipal Solid Waste
 4. PFRWTA Minutes & Executive Directors Report
 5. Correspondence to PSA Employee
- k. Current Authorized Projects & Items Under Review:
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JNM/trs