

**AGENDA
PULASKI COUNTY
PUBLIC SERVICE AUTHORITY**

**Regular Meeting
Nov. 13, 2000
9:00 a.m.**

FOLLOW-UP

ITEM

1. Public Hearing on Revision of a Schedule of Rates,
Fees and Charges for Water, Sewer and Connection
Fee Services
(Comments heard from Stan Morgan and German Ruiz;
adopted rates as advertised for Heron's Landing only; no
surcharges adopted for Draper Subdivisions; update in PSA
policy manual) Ms. Hanks

2. Reports from the County Administrator & Staff:
 - a. Collection Staff Activity:
 1. Adjustments
(Approved prior adjustments and current in
the credit amount of \$47,094.25) Ms. Sayers

 2. Inmate Availability Reports
(Reported)

 3. Balance Due Report
(Reported)

 4. Lien Report
(Reported)

 5. Work Order Count
(Reported)

 6. Refuse Committee Reports
(None reported)

 7. PSA Billing Staff Meeting Minutes
(Reviewed)

- b. Draper Ridge Subdivision Water Tank
 (Approved revised agreement with Stan Moran allowing for construction of the water tank and installation of fire hydrants by Mr. Moran within a four (4) year period from date of agreement or before more than twenty (20) additional connections or dwellings are constructed within the Draper Ridge Subdivision or Fairway Estates Subdivision, whichever comes first, with no surcharge on residents; revised agreement to be reviewed by County Attorney for legality) Mr. Coake
- c. Water Treatment Plant Staffing
 (Approved the employment of an additional Class II plant operator to allow for more flexibility work schedule of plant employees; begin recruitment for position) Mr. Coake
- d. Ratification:
1. Roll Off Cab and Chassis
 (Ratified as recommended by staff; issue purchase order) Mr. Mayberry
 2. Roll Off Body
 (Ratified as recommended by staff; issue purchase order) Mr. Mayberry
 3. Agreement for the Purchase of Electricity from American Electric Power Company
 (Ratified; send to AEP) Ms. Hanks
 4. Confirmation of Existing Utility Water Rates
 (Confirmed rates as submitted by staff; distribute to PSA billing staff; incorporate in future brochure, if feasible) Ms. Burchett/
 Mr. Huber
- e. PFRWTA Report
 (Reported)
- f. PCSA Report
 (Reported)

g. Informational Items:

1. PSA v. Richard P. "Dick" Price, et al
2. 12th Annual Virginia Water & Sewer Rate Report
3. Notice of Award for Removal of Sediment from Water Treatment Plant
4. PER Grant Funding for PSA
5. Report of Town of Pulaski Garbage Collections & Startup Costs
6. Citizen Concern re: Water Damage to Property
(Reported on all as listed)

h. 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)

3. Approval of October 15 & November 6, 2000 Minutes
(Approved as presented)

Ms. Hanks

4. Accounts Payable
(Approved subject to audit)

Ms. Sayers

5. Other Matters
(None)

6. Adjournment

November 9, 2000

TO: PSA Board of Directors

FROM: Peter Huber, County Administrator

SUBJECT: Public Hearing on Revision of a Schedule of Rates, Fees and Charges for Water,
Sewer and Connection Fee Services

A public hearing has been scheduled on revision of schedule of rates, fees and charges for water, sewer and connection fee services, as described on the *enclosed* public hearing notice.

Based on the *enclosed* comments by residents of Big Valley Subdivision, staff recommends eliminating any surcharges for owners of lots in the Big Valley Subdivision already purchased from the original developers. The agreement in item 2b reflects elimination of the proposed changes to these existing property owners. I recommend Mr. Ruiz attend the meeting or send a representative based on these concerns.

/gh

November 9, 2000

TO: PSA Board of Directors

FROM: Staff

SUBJECT: Reports from the County Administrator and Staff

a. Collection Staff Activity:

1. Adjustments - ***Enclosed*** please find detailed listings of adjustments for the prior period of June 28, 2000 through September 27, 2000 as requested by the Board of Directors. Also, please find a current listing for adjustments made for the last billing period (September 28, 2000 to October 25, 2000) in the credit amount of \$47,094.25. Of this total, two accounts had to be adjusted due to incorrect meter readings and account for a credit adjustment of \$38,526.35. Ratification of the adjustments is requested by staff.
2. Inmate Availability Reports – See ***enclosed***.
3. Balance Due Report – See ***enclosed***, if received in time to place in packet.
4. Lien Report – See ***enclosed***, if received in time to place in packet.
5. Work Order Count – See ***enclosed***.
6. Refuse Committee Reports – See ***enclosed***, if any.
7. PSA Billing Staff Meeting Minutes- See ***enclosed***.

b. Draper Ridge Subdivision Water Tank - ***Enclosed*** is a revised agreement for construction of the water tank to serve the Draper Ridge and Fairway Estates Subdivision. This agreement has been revised to indicate the following:

1. There will be a \$2,000 surcharge placed on connections in the Draper Ridge and Fairway Estates Subdivision and on any future subdivisions that T & M Southwest may develop on adjacent property.
2. There will be a \$2,000 surcharge placed on connections in the Big Valley Subdivision for lots currently owned by the original developer.
3. There will be a \$15.00 per month surcharge on connections for the Draper Ridge Subdivision and Fairway Estates Subdivision
4. The monthly surcharge will last for 15 years from the date of the agreement or until the cost of the tank is paid to T & M Southwest plus a 12% interest on the cost of the construction of the water tank.

The monthly surcharge or surcharge on the connection fee will not apply to lots in the Big Valley Subdivision owned by someone other than the original developer.

- c. Water Treatment Plant Staffing - It is recommended that an additional Class 2 operator be employed for the Water Treatment Plant. The plant is currently operating approximately 15.5 hours daily. The current employees are accumulating the maximum number of hours for compensatory time and the holiday season is approaching when there is a large accumulation in compensatory time due to the plant operating during all holidays. The addition of a Class 2 operator will allow more flexibility in scheduling for the normal workweek and for holidays and vacations. There are currently 6 employees at the plant. The demand on the plant has increased to approximately 2 mgd and the hours of operation will require an additional operator.
- d. Ratification- Ratification of the following matters, as described on the enclosed documents, is requested:
1. Roll Off Cab and Chassis
 2. Roll Off Body
 3. Agreement for the Purchase of Electricity from American Electric Power Company
 4. Confirmation of Existing Utility Water Rates - Enclosed please find a copy of PSA utility rates for all PSA customers. Ratification of these rates is requested.
- e. PFRWTA Report – Mr. Snead may have information to share.
- f. PCSA Report – Mr. Snead may have information to share.
- g. Informational Items – Information regarding the following items is enclosed for the Board's review and information only:
1. PSA v. Richard P. "Dick" Price, et al
 2. 12th Annual Virginia Water & Sewer Rate Report
 3. Notice of Award for Removal of Sediment from Water Treatment Plant
 4. PER Grant Funding for PSA
 5. Report of Town of Pulaski Garbage Collections & Startup Costs - Enclosed please find the first remittance from the Town of Pulaski in the amount of \$40,620.64 and a copy of the billing for start-up costs from the Town of Pulaski in the amount of \$1,864.34.
 6. Citizen Concern re: Water Damage to Property – See enclosed e-mail communications regarding this matter, which has been referred to the PSA's insurance carrier.
- h. 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

November 9, 2000

TO: PSA Board of Directors

FROM: Peter M. Huber, County Administrator

I will be unable to attend the Public Service Authority meeting on Monday, November 13 due to my planned attendance at the Virginia Association of Counties Annual meeting on that same date. Ms. Burchett and Mr. Coake will staff the PSA meeting; however, if there are any questions or concerns prior to the meeting, please feel free to call me at 980-7235 or 230-7542 after Saturday morning.

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