



Tuesday February 27, 2024
Fairlawn Sewer Authority Board of Directors Meeting

1. Welcome and call to order

Subject: Confirmation of a Quorum

Type: Information

A majority of members (3 out of 5) must be in attendance to qualify as a quorum of the Board

2. Approval of the agenda

Subject: Revisions to the agenda

Type: Procedural

All revisions to the published agenda are to be registered and approved prior to discussion

3. Citizen comments

Subject: Citizen comments

Type: Procedural

The Fairlawn Sewer Authority welcomes and appreciates comments and suggestions from the public regarding issues of concern to the Authority.

4. CONSENT ITEMS 5, 6 and 7

5. Approval of minutes

Subject: Review of minutes from monthly meeting

Type: Decision

Suggestion: Approval of minutes from January 23, 2024 Board meeting

6. Financial matters

Subject: Review of monthly statement of revenues and costs

Type: Decision

Suggestion: Approval of financial statement

Subject: Review of customer account status with influence of delinquency

Type: Decision

Suggestion: Approval of account status

Subject: Review of budget performance

Type: Decision

Suggestion: Approval of budget status

7. Informational items

Subject: PSA work hours
Topic: Information

Subject: PFRWA proposed rate increase
Topic: Information

Subject: Appeal from Rocas
Topic: Information

8. Action items new business

Subject: Move commercial customers to digital invoices where possible
Topic: Discussion and decision
Suggestion: Decision

Subject: Additional resource for system superintendent
Topic: Discussion and decision
Suggestion: Decision

Subject: Rate revision potential
Topic: Discussion and decision
Suggestion: Decision

Subject: Develop draft budget for upcoming fiscal year
Topic: Discussion and decision
Suggestion: Decision

Subject: Define items and timing for our next newsletter
Topic: Discussion and decision
Suggestion: Decision

Subject: Update delegation log for 2024
Topic: Discussion and decision
Suggestion: Decision

9. Action items old business

Subject: Support activities for Pyramid Healthcare location
Topic: Discussion and decision
Suggestion: Confirmation of previous decisions

Subject: Review plan for auto fill forms – Joe Sheffey responsibility
Topic: Discussion and decision
Suggestion: Decision

Subject: Board members to provide names for the prospective member listing
Topic: Discussion and decision
Suggestion: Decision

10. Attorney's comments

11. To do listings (highlighted items are being worked on currently)

- a. Investigate costs to provide auto fill forms on our website – Joe – in progress**
- b. Remove brush and trees along Madison and retreat with root control**
- c. Walnut, Rose, and Pine streets – begin quotation process**
- d. Finalize action plans re: Pyramid Healthcare location – in progress**

12. Additional items for future consideration

- a. Hickman sewer extension PER
- b. Investigate investment schedules in June
- c. Define project actions Rt. 114 – on hold
- d. Investigate infrastructure capabilities to support Belspring Road apartment complex – on hold

13. Adjournment

The next Board meeting is March 26, 2024

Fairlawn Sewer Authority Board of Directors
Term Information:

Board of Director Name	Term Expiration Date
Chris Stafford	October 31, 2026
Bennett (Benny) Harp	October 31, 2024
James R. (Randy) Miles	August 31, 2026
Dennis L. Setliff	December 31, 2024
Joseph L. Sheffey	May 31, 2025

Note: Board of Directors are appointed by the Pulaski County Board of Supervisors. Terms on the Board are for three years and there are no term limits.