



Tuesday October 22, 2024
Fairlawn Sewer Authority Board of Directors Meeting

1. Welcome and call to order

2. 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

3. 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

4. Citizen comments

Subject: Citizen comments
Type: Procedural

5. Approval to enter into executive session

An Executive Session is requested pursuant to Section 2.2-3711(A) 1 of the 1950 Code of Virginia, as amended, to consult on personnel matters.

Personnel Matters: Pursuant to Virginia Code Section 2.2-3711(A) 1 discussion of personnel matters.

Interview session with prospective employees

6. Approval to return to Open Session

Executive sessions allow the Fairlawn Sewer Authority Board of Directors to discuss items that would be of disadvantage if discussed in public including personnel matters, property acquisition or disposition, prospective industry and legal matters. The specific topic for which an executive session has been called are included in the resolution entering into each executive session.

7. Approval to certify executive session

WHEREAS, the Fairlawn Sewer Authority Board of Directors has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Fairlawn

Sewer Authority Board of Directors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Fairlawn Sewer Authority Board of Directors hereby certifies to the best of each members knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Fairlawn Sewer Authority Board of Directors

8. Approval of minutes

Subject: Review of minutes from monthly meeting

Type: Decision

Suggestion: Approval of minutes from September 24, 2024 Board meeting

9. 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

10. Informational items – consent items

Subject: PSA work hours

Topic: Information

Information is not currently available

Subject: B. Harp reappointment

Topic: Information

Subject: PFRWA hurricane Helene response timeline

Topic: Information

Subject: Notice to Nestlerod owners to apply for service

Topic: Information

Subject: Communication re: Ramsey delinquent account

Topic: Information

Subject: SPDA audit requirement has been met

Topic: Information

11. Action items new business

Subject: Decide next step to fill vacancy
Topic: Discussion and decision
Suggestion: Decision

Subject: Review VACORP system evaluation
Topic: Discussion and decision
Suggestion: Decision

12. Action items old business

Subject: Walnut bid recommendation
Topic: Discussion and decision
Suggestion: Decision

Subject: Rose project costs to take to bid
Topic: Discussion and decision
Suggestion: Decision

13. Attorney's comments

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

Walnut – bid documents have been received
Hire a Superintendent

15. Additional items for future consideration

- a. Rose and Pine line replacement project bids – on hold
- b. Define project actions Rt. 114 – on hold
- c. Auto fill forms
- d. Hickman sewer extension – on hold
- e. Belspring Estates installation project- on hold
- f. Brooklyn CCTV investigation
- g. Brandon line blockages

Adjournment

The next Board meeting is November 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, 2027

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.

Pulaski County Sewerage Authority D.B.A. Fairlawn Sewer Authority