FAIRLAWN SEWER AUTHORITY BOARD OF DIRECTORS

Meeting agenda – September 29, 2026

The meeting begins at 6:00 P.M. and is located at Peppers Ferry Regional Wastewater Treatment conference room

1. CALL TO ORDER and GENERAL MATTERS

- Approval of the agenda
- Approval of minutes of August 25, 2026 meeting
- Citizen's time

2. INFORMATION POINTS

- PSA support hours

- First Bank and Trust interest rate = 3.19%
- Sweeney communication and account adjustment implemented
- Communication to T&L regarding bid proposal has been sent
- DEQ warning letter has been received

- VACORP audit indicated that the insurance cover letter was not signed

- Digital payments have been established for the following suppliers
  TAK
  DocuSend
  Thompson & Litton
  City of Radford
  VACORP

3. ACTION MATTERS

- Discuss potential board member candidates
- Review the draft newsletter

- TRC proposal - Brooklyn CCTV bid and project quotation

- TRC proposal - Brooklyn pump station evaluation quotation

- Discuss our position related to continued postal rate increases and deterioration in service
- Review FSA delegation spreadsheet

4. **SUPERINTENDENT REPORTS**

5. **ATTORNEY COMMENTS**

6. **ADMINISTRATIVE REPORTS**

- Delinquent account status

- Financial report

- Budget status
  Quarter Three Reports

7. **CONSIDERATION OF MATTERS PRESENTED BY MEMBERS**

8. **CLOSED MEETING (IF REQUIRED)**

9. **NEXT MEETING DATE: October 27, 2026**

10. **ADJOURNMENT**

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

- Further reduce operating costs - constant
- Customer comment related to property drainage along Walnut Av.
- Install QuickBooks Essential at bookkeeping – on-going
- Specific project priority (operating system)
  1. Brooklyn CCTV
  2. Rt. 114 CCTV project evaluation
  3. Replacement of Brandon Road segment

Additional items for future consideration

- Auto fill forms
- Hickman sewer extension – on hold
- Belspring Estates installation project- on hold

Board of Director Name	Term Expiration Date
Chris Stafford	October 31, 2026
Bennett (Benny) Harp	October 31, 2027
T.B.D.	
Dennis L. Setliff	December 31, 2027
Kenneth Bratton	May 31, 2028