

Fairlawn Sewer Authority Board of Directors Meeting
Minutes
April 28, 2026

At a meeting of the Fairlawn Sewer Authority Board of Directors held on Tuesday, April 28, 2026, at 6 p.m. in the Administration Conference Room of the Peppers Ferry Regional Wastewater Treatment Facility, 7797 Mason Street, in Fairlawn, Virginia, the following members were present: Mr. Kenny Bratton; Mr. Benny Harp; Mr. Miles (Arriving at 7:01 p.m.); Mr. Dennis Setliff, Chair and Mr. Christopher Stafford.

Staff members participating included Ms. Ashley Edmonds, Recording Secretary and T.J. Cox, Superintendent.

1. Call to Order and General Matters

Mr. Setliff welcomed all present and called the April 28, 2026, meeting of the Fairlawn Sewer Authority Board of Directors to order at 6:07 p.m.

A quorum was confirmed with four (4) members. Mr. Miles arrived at 7:01 p.m.

Approval of Agenda

On a motion by Mr. Harp, second by Mr. Bratton and carried, the Board approved the agenda as presented.

Voting Yes: Mr. Bratton, Mr. Harp, Mr. Setliff, Mr. Stafford.

Voting No: None.

Absent: Mr. Miles.

Approval of Minutes

On a motion by Mr. Stafford, second by Mr. Bratton and carried, the Board approved the minutes from the March 24, 2026, meeting of Fairlawn Sewer Authority Board of Directors.

Voting Yes: Mr. Bratton, Mr. Harp, Mr. Setliff, Mr. Stafford.

Voting No: None.

Absent: Mr. Miles.

Citizen Comments

There were no citizen comments.

2. Information Points

PSA Support Hours

The Public Service Authority work hours for February and March 2026 were reviewed.

The Board also reviewed and discussed the following items:

- Fu Lin Manhole Replacement Status
- Demo with Xpress Pay held with Mr. Setliff and Mr. Cox

3. Action Matters

QuickBooks Project Investigation and Implementation

The QuickBooks Project Investigation and Implementation will begin the week of May 4, 2026, by PC Land Electronic Repair.

Confirmation of FY 27 Budget Proposal

On a motion by Mr. Harp, second Mr. Bratton and carried, the Board confirmed approval of the publication of a proposed revision of sewer rates (an increase of fifty cents (50¢) in the incremental rate for residential and commercial customers), the proposed FY 27 budget and a public hearing to be held on these matters on May 19, 2026.

The notice will be published in The Patriot/The Southwest Times on May 1 & May 8, 2026, editions.

Voting Yes: Mr. Bratton, Mr. Harp, Mr. Setliff, Mr. Stafford.

Voting No: None.

Absent: Mr. Miles.

Confirmation of Belspring Road Pump Status Repair Actions

On a motion by Mr. Stafford, second by Mr. Harp and carried, the Board confirmed approval of the actions necessary to facilitate the Belspring Road Pump Status Repairs.

Voting Yes: Mr. Bratton, Mr. Harp, Mr. Stafford.

Voting No: None.

Abstain: Mr. Setliff.

Absent: Mr. Miles.

Selection of Reports to Be Included in Future Materials

The Board requested cash transactions and delinquency reports be included in future meeting materials.

4. Superintendent's Report

The Board reviewed the Superintendent's activity report for March 18 - April 21, 2026. The Board requested the inclusion of Pulaski Avenue and Brandon Road to the list for Duke's Root Control treatment to be conducted in mid-May.

5. Attorney Comments

None.

6. Administrative Reports

The Board reviewed the Administrative Reports to include Delinquent Accounts Status, Financial Statement for March 2026 and the current Budget status through March 2026.

7. Consideration of Matters Presented by Members

None.

8. Closed Meeting (If Required)

None required.

9. Next Meeting Date

Tuesday, May 19, 2026, at 6 p.m., in the New River Room of the Pulaski County Innovation Center, 6580 Valley Center Drive, in Fairlawn, Virginia.

10. Adjournment

On a motion by Mr. Stafford, second by Mr. Harp and carried, the Board adjourned its April 28, 2026, meeting.

Voting Yes: Mr. Bratton, Mr. Harp, Mr. Miles, Mr. Setliff, Mr. Stafford.
Voting No: None.

To Do Listing (Highlighted Items Are Being Worked on Currently)

- Further reduce operating costs
- Replace the current operating system within the bookkeeping service
- Customer Comment Related to Property Drainage Along Walnut Avenue
- Replace the Fu Lin Manhole
- Implement VoIP at the Bookkeeping Office

Additional Items for Future Consideration

- Define Project Actions Route 114 - On hold.
- Auto Fill Forms
- Hickman Cemetery Sewer Extension - On hold.
- Belspring Estates Installation Project - On hold.
- Brooklyn CCTV Investigation
- Brandon Line Blockages