

Fairlawn Sewer Authority Board of Directors Meeting
Minutes
August 27, 2024

At a meeting of the Fairlawn Sewer Authority Board of Directors held on Tuesday, August 27, 2024, 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. Dennis Setliff, Chair; Mr. Benny Harp; Mr. Randy Miles; Mr. Christopher Stafford. Absent: Mr. Joseph Sheffey.

Staff members participating included Ms. Ashley Edmonds, Recording Secretary.

Guest present included Mr. Kenny Bratton.

1. Welcome, Call to Order and Confirmation of A Quorum

Mr. Setliff welcomed all present and called the August 27, 2024, meeting of the Fairlawn Sewer Authority Board of Directors to order at 6:02 p.m.

A quorum was confirmed with four (4) members present. Mr. Sheffey was absent.

2. Approval of the Agenda

On a motion by Mr. Harp, second by Mr. Stafford and carried, the Board accepted the August 27, 2024, agenda as presented.

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

Voting No: None.

Absent: Mr. Sheffey.

3. Citizen Comments

Mr. Keith A. Marretta/NRV Homes, 2501 Third Street, Radford, (they own homes on Pulaski Avenue) spoke to Board to request assistance with resolution of a billing issue.

4. Items of Consent

Approval of Minutes

On a motion by Mr. Harp, second by Mr. Stafford and carried, the Board approved the minutes from the July 23, 2024, Fairlawn Sewer Authority Board of Directors meeting.

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

Voting No: None.

Absent: Mr. Sheffey.

Financial Matters

On a motion by Mr. Stafford, second by Mr. Harp and carried, the Board approved the Financial Statements for July 2024, the Customer Account Status/Delinquency Reports and the current Budget Status.

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

Voting No: None.

Absent: Mr. Sheffey.

On a motion duly made, a second by Mr. Stafford and carried, the Board authorized correspondence be drafted to Randy Sweeney to present a repayment plan and for the Authority to forgive penalty and interest on the account upon acceptance of the payment plan.

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

Voting No: None.

Absent: Mr. Sheffey.

5. Informational Items

Mr. Setliff advised of the following:

New ownership for Nesslerod on the New - Brittany & Joes LLC, from Narrows, Virginia (Joseph McCroskey)

Update on Pyramid Healthcare - waiting to award contract.

147 customers are using auto draft services to pay invoices.

A. PSA Work Hours

The Board reviewed the PSA Work Hours report for July 2024.

B. FSA Is Included As A Debtor in the Badcock Bankruptcy Case

Mr. Setliff advised the FSA Is Included As A Debtor in the Badcock Bankruptcy Case

C. 2023/24 Worker's Compensation Payroll Audit Has Been Completed

Mr. Setliff advised the 2023/24 Worker's Compensation Payroll Audit has been completed.

D. Route 11 and Route 114 Scoping Meeting Is Being Held on August 28, 2024

Mr. Setliff advised VDOT would be holding a Route 11 and Route 114 Scoping meeting on August 28, 2024.

6. Action Items (New Business)

A. Reappointment of Mr. Harp

On a motion by Mr. Stafford, second by Mr. Miles and carried, the Board recommended reappointment of Mr. Harp to the Fairlawn Sewer Authority Board of Directors to the Pulaski County Board of Supervisors.

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

Voting No: None.

Absent: Mr. Sheffey.

B. PFRWA Master Plan Request

The Board members will bring ideas for the Peppers Ferry Regional Wastewater Authority's master plan to the September 24, 2024, Authority's meeting.

C. Initiate Actions Against the Sweeney Delinquent Account

On a motion by Mr. Harp, second by Mr. Stafford and carried, the Board tabled their decision on actions concerning actions against the Sweeney delinquent account.

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

Voting No: None.

Absent: Mr. Sheffey.

D. Review Superintendent Submission

The Board will continue to accept submission for the Superintendent position until the deadline and will interview prospective candidates.

7. Action Items (Old Business)

A. Review Bid Activity Plan for Walnut, Rose and Pine

On a motion by Mr. Stafford, second by Mr. Harp and carried, the Board decided to solicit bids on Walnut (not to include Rose & Pine as additive alternatives), forgo a pre-bid conference and list the laterals as optional.

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

Voting No: None.

Absent: Mr. Sheffey.

8. Attorney Comments

None.

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

A. Walnut, Rose and Pine Streets - Bid documents have been received.

B. Hire a Superintendent

C. Define level of grant funding available to the FSA - Mr. Stafford

10. Additional Items for Future Consideration

A. Define Project Actions Route 114 - On hold.

B. Auto Fill Forms - No report.

- C. Hickman Cemetery Extension PER - On hold.
- D. Belspring Estates Installation Project - On hold.
- E. Brooklyn CCTV investigation
- F. Brandon line blockages

11. Adjournment

On a motion by Mr. Miles, second by Mr. Stafford and carried, the Board adjourned its August 27, 2024, meeting.

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

Voting No: None.

Absent: Mr. Sheffey.

The Fairlawn Sewer Authority Board of Directors will meet on Tuesday, September 24, 2024, at 6 p.m., in the Administration Conference Room of the Peppers Ferry Regional Wastewater Treatment Authority, 7797 Mason Street, in Fairlawn, Virginia.