



Tuesday April 26, 2022
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 March 15, 2022 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 and activity plan

Subject: Review of budget performance

Type: Decision

Suggestion: Approval of budget status

7. Informational items

Subject: PSA work hours
Topic: Information

Subject: DEQ notification of overflow
Topic: Information

Subject: Communication with Ms. Alley
Topic: Information

Subject: FSA position re: PCB activities
Topic: Information

Subject: Grease trap maintenance reporting status
Topic: Information

Subject: Delegation log
Topic: Information

8. Action items new business

Subject: Presentation of financial audit
Topic: Discussion and decision
Suggestion: Decision

Subject: Expiration of Joe Sheffey term
Topic: Discussion and decision
Suggestion: Decision

Subject: Initial review of future budget
Topic: Discussion and decision
Suggestion: Decision

Subject: Should we pursue fillable online forms for submission to FSA
Topic: Discussion and decision
Suggestion: Decision

Subject: Should auto draft become a requirement for repeat delinquent accounts
Topic: Discussion and decision
Suggestion: Decision

Subject: Should we consider FSA dedicated Email accounts
Topic: Discussion and decision
Suggestion: Decision

9. Action items old business

Subject: Define project approach and priority – Fairlawn Avenue and Rt. 114
Topic: Discussion and decision
Suggestion: Decision

Subject: Review contractor names and contact information from board members
Topic: Discussion and decision
Suggestion: Decision

Subject: Confirm May meeting plans
Topic: Discussion and decision
Suggestion: Decision

Subject: Review preliminary quotations for invoice mailings
Topic: Discussion
Suggestion: No decision at this time

10. Attorney's comments

No comments

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

- A. Brooklyn Road sewer extension
- B. Hickman sewer extension
- C. Riverbluff sewer extension
- D. Riverbend sewer extension – project stopped
- E. Change pump stations to wireless – partially completed
- F. Belspring Estates sewer service – project stopped
- G. Walnut line replacement tree roots
- H. Customer Town Hall – no immediate plans
- I. Madison Avenue tree roots
- J. Review invoice mailing options – started
- K. Define project actions Rt. 114 and Fairlawn Avenue – started
- L. Find water meter at Brooklyn location
- M. Duke's to retreat specific sewer lines - April
- N. Upgrade plumbing at Timberlane pump station - completed
- O. Public hearing re: rate revision – started
- P. Upgrade wiring at Timberlane pump stations

11. Adjournment

The next Board meeting is May 24, 2022 at 6:00 P.M.

Fairlawn Sewer Authority Board of Directors

Term Information:

Board of Director Name	Term Expiration Date
Adam P. Hall	October 31, 2023
Gerald T. (Tom) Lillard	October 31, 2024
James R. (Randy) Miles	August 31, 2023
Dennis L. Setliff	December 31, 2024
Joseph L. Sheffey	May 31, 2022

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