



Tuesday August 24, 2021
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

Introduction of guests from Draper Aden

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

Belspring Estates overview with questions and answers

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 July 27, 2021 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

Subject: Review of budget performance
Type: Decision
Suggestion: Approval of budget status

7. Informational items

Subject: DEQ notification of Madison Avenue overflow
Topic: Information

Subject: PSA work hours
Topic: Information

Subject: Request for Jared Linkous assistance in preparing our quote items has been taken
Topic: Information

Subject: Draper Aden final invoice Belspring Estates PER
Topic: Information

Subject: FedEx invoice for customer newsletter
Topic: Information

Subject: DEQ warning letter sent to an incorrect authority
Topic: Information

8. Action items new business

Subject: Preliminary discussions establishing our strategic plan
Topic: Discussion and decision- limited to 30 minutes or less
Suggestion: Decision

Subject: Belspring Estates funding status and USDA feedback
Topic: Discussion and decision
Suggestion: Decision

Subject: Results from smoke test at Brooklyn pump station
Topic: Discussion and decision as required
Suggestion: Decision

Subject: FY21 audit costs and timing
Topic: Discussion and decision
Suggestion: Decision

Subject: Water cutoff listing due to account delinquency
Topic: Discussion and decision
Suggestion: Decision

An updated listing of delinquent accounts at the time of our meeting will be made available atg our meeting. We will decide which accounts to stop service as well as the priority of order

Subject: Establish an additional interest bearing account with First Bank

Topic: Discussion and decision
Suggestion: Decision

Subject: Confirm removal of the listed items from the to do list
Topic: Discussion and decision
Suggestion: Decision

Alternative payment location
Customer survey
Residential bill due date revision
Brandon Road lateral must be replaced
Implement auto draft for bill payment

Subject: Review BMS Direct quotations
Topic: Discussion and hold

9. **Action items old business**

Subject: Brandon Road lateral replacement, root infiltration
Topic: Confirmation of action and invoice
Suggestion: Decision



Subject: Dudley Ferry line replacement, root infiltration
Topic: Confirmation of action

Suggestion: Decision

Subject: Follow-up discussion status with Chris Hurst, potential funding source

Topic: Discussion of results and decisions as required

Suggestion: Decision

Subject: Review rate suggestions

Topic: Discussion and decision

Suggestion: Decision

Subject: Review suggested letterhead formats

Topic: Discussion and decision

Suggestion: Decision

10. Attorney's comments

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

- A. Alternative payment location – ready to implement**
- B. Brooklyn Road sewer extension
- C. Hickman sewer extension
- D. Riverbluff sewer extension
- E. Riverbend sewer extension – project stopped**
- F. Change pump stations to wireless - started**
- G. Belspring Estates sewer service - started**
- H. Walnut line replacement tree roots
- I. Customer Town Hall
- J. Customer survey**
- K. Residential bill due date revision**
- L. Brandon Road lateral must be replaced**
- M. Dudley Ferry line must be replaced (Mrs. Cheek overflow) - started**
- N. Implement auto draft for bill payment**
- O. Madison Avenue tree roots

12. Adjournment

The next Board meeting is September 28, 2021

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