



**Tuesday July 27, 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

**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 June 22, 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: PSA work hours  
Topic: Information

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

Subject: DEQ warning letter and FSA response have been delivered to Fu Linn, Kroger and Bill Cunningham  
Topic: Information

Subject: PSA communication to new property owners  
Topic: Information

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

Subject: Alternative payment location requested as a PSA agenda item  
Topic: Information

## **8. Action items new business**

Subject: Will FSA host a Town Hall meeting?  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Post state of emergency communication with delinquent accounts  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Suggested communication with Mark Wiley  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Tom Lillard term expires later this year  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Review BMS Direct quotations  
Topic: Discussion and hold

## **9. Action items old business**

Subject: Review of Belspring Estates PER  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Approval of application for auto draft function  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Review state of readiness for customer newsletter  
Topic: Discussion and 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
- I. Customer Town Hall
- J. Customer survey**
- K. Residential bill due date revision**
- L. Fairlawn Avenue lateral must be replaced
- M. Dudley Ferry line must be replaced (Mrs. Cheek overflow)
- N. Implement auto draft for bill payment**

#### **12. Adjournment**

**The next Board meeting is August 24, 2021**

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