



**Tuesday July 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 June 28, 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: Presentation by Wordsprint  
Topic: Information

Subject: PCB testing update  
Topic: Information

Subject: DEQ notification  
Topic: Information

Subject: VACORP notice of upcoming audit  
Topic: Information

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

Subject: Review Riverbend, Riverbluff, and Hickman Cemetery project recommendations  
Topic: Discussion and decisions  
Suggestion: Decision

Subject: Review request to reverse Hardees penalty  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Review draft position profile  
Topic: Discussion and decision  
Suggestion: Decision

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

Subject: Review renter deposit report needs  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Review Fairlawn Avenue bid submissions  
Topic: Discussion and decision  
Suggestion: Decision

Attached is our estimate to replace the existing line along Fairlawn Ave. Prices have gone through the roof. The price of 8" PVC pipe has tripled in the last year not to mention the cost of diesel & gas.

Please review and let me know if you have any questions.

Thanks,

H. T. BOWLING, INC.

Kenneth Bowling

Subject: Define next steps mailings  
Topic: Discussion and define next steps  
Suggestion: Decision

**10. Attorney's comments**

**11. 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 - retreated
- H. Madison Avenue tree roots -retreated
- I. Review invoice mailing options – started
- J. Define project actions Rt. 114 and Fairlawn Avenue – started
- K. Find water meter at Brooklyn location
- L. Upgrade wiring at Timberlane pump stations – completed
- M. Investigate auto form fill
- N. Investigate online bill pay
- O. Implement corrective actions resulting from FY21 audit summary findings - started
- P. Require auto draft for delinquent account holders? – started
- Q. Replace Fairlawn Avenue line segment –started
- R. Install manhole ring at Rt. 114 location – completed
- S. Telephone meeting with Gordon Jones - completed

**12. Adjournment**

**The next Board meeting is August 23, 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, 2025

Note: Board of Directors are appointed by the Pulaski Couty Board of Supervisors. Terms on the Board are for three years and there are no term limits.