



Tuesday June 28, 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 May 24, 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 overflow report – Belspring Road
Topic: Information

Subject: Fairlawn Avenue bid documents have been released
Topic: Information

Subject: Draper Aden acquired by TRC
Topic: Information

Subject: Delegation log
Topic: Information

8. Action items new business

Subject: DEQ warning letter – Oxford Avenue
Topic: Discussion of telephone call with Mr. Hale
Suggestion: No decision necessary

Subject: Order auto dialer for Belspring Road pump station
Topic: Discussion as required
Suggestion: Decision

9. Action items old business

Subject: Confirmation of FY23 rate structure
Topic: Discussion as required
Suggestion: Decision

Subject: Finalize FY23 budget
Topic: Discussion and decision
Suggestion: Decision

Subject: Joe and Randy to update from their review of Judy's registers
Topic: Discussion and decision
Suggestion: Decision

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

Subject: Joe to define resolution status
Topic: Discussion

10. Attorney's 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. Madison Avenue tree roots
- I. Review invoice mailing options – started
- J. Define project actions Rt. 114 and Fairlawn Avenue – started
- K. Find water meter at Brooklyn location
- L. Duke's to retreat specific sewer lines - completed
- M. Upgrade wiring at Timberlane pump stations – on-going
- N. Investigate auto form fill
- O. Investigate online bill pay
- P. Implement corrective actions resulting from FY21 audit summary findings - started
- Q. Send RFQ documents for Rt. 114/Fairlawn Avenue project- completed
- R. Replace float mechanisms with transducer technology for all pump stations – completed
- S. Require auto draft for delinquent account holders? - started

11. Adjournment

The next Board meeting is July 26, 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 County Board of Supervisors. Terms on the Board are for three years and there are no term limits.