



**Tuesday March 28, 2023**  
**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 February 28, 2023 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: PCB test results  
Topic: Information

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

Subject: Update renter deposit to service deposit and revise scope  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Revise late payment penalty fees  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Revise reconnection fees  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Revise connection fees  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Adopt resolution in support of fee revisions  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Approve publication plan  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Provide input into budget plan  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Define action plan for Madison Street  
Topic: Discussion and decision  
Suggestion: Decision

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

None

## **10. Attorney's comments**

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

- a. Review invoice mailing options – implementation phase
- b. Require auto draft for delinquent account holders? – started
- c. Replace Fairlawn Avenue line segment –waiting on contractor

**12. Additional items for future consideration**

- a. Brooklyn Road sewer extension
- b. Hickman sewer extension
- c. Define project actions Rt. 114 and Fairlawn Avenue – on hold
- d. Walnut line replacement tree roots - retreated
- e. Madison Avenue line blockage repairs
- f. Find water meter at Brooklyn location
- g. Investigate auto form fill
- h. Investigate online bill pay

**13. Adjournment**

**The next Board meeting is April 25, 2023**

Fairlawn Sewer Authority Board of Directors  
Term Information:

Board of Director Name	Term Expiration Date
Chris Stafford	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.