



Tuesday May 24, 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. In this meeting, we will conduct a public hearing regarding a potential rate increase as defined below.

Anyone wishing to speak should indicate such by registering on the signup sheet.

Speakers will be called in the order that they have registered and speakers are limited to a three minute period.

NOTICE TO ALL FAIRLAWN SEWER AUTHORITY CUSTOMERS

Notice is hereby given that the Fairlawn Sewer Authority will hold a public hearing on Tuesday, May 24, 2022, at 6 p.m., in the New River Room of the Pulaski County Innovation Center, 6580 Valley Center Drive, Radford, Virginia, on the proposed revision of sewer rates at which hearing owners, tenants and occupants of property to be served or served by the Authority and all others interested will have an opportunity to be heard.

A copy of the current and proposed rate schedules is included below:

Current (Effective May 1, 2019)

Base Rate (\$/mo.):

Residential \$24.00

Commercial \$25.30

Usage Rate (\$/1,000 gallons)

Residential \$1.25 (first 1,000 gallons inclusive in the base rate)

Commercial \$4.40

Proposed (Effective July 1, 2022)

Base Rate(\$/mo.)

Residential \$24.00 (unchanged)

Commercial \$25.30 (unchanged)

Usage Rate (\$/1,000 gallons)

Residential \$2.00 (first 1,000 gallons inclusive in the base rate)

Commercial \$5.00

Additional related information may be obtained from the Fairlawn Tax and Bookkeeping Service, 7436 Peppers Ferry Boulevard, Fairlawn, Virginia or by calling (540) 633-5146.

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 April 26, 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: Delegation log

Topic: Information

Subject: FY22 pump station mowing costs
Topic: Information

Subject: Commonwealth code requirement to post meeting minutes
Topic: Information

8. Action items new business

Subject: Initial review of future budget
Topic: Discussion and decision
Suggestion: Decision

Subject: Should auto draft become a requirement for repeat delinquent accounts
Topic: Joe to advise discussion with Steve
Suggestion: Decision

9. Action items old business

Subject: Review preliminary quotations for invoice mailings
Topic: Discussion and define next steps
Suggestion: Decision

10. Attorney's comments

No 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 - April
- M. Upgrade wiring at Timberlane pump stations
- N. Investigate auto form fill
- O. Investigate online bill pay
- P. Implement corrective actions resulting from FY21 audit summary findings
- Q. Send RFQ documents for Rt. 114/Fairlawn Avenue project

11. Adjournment

The next Board meeting is June 28, 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.

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