



**Tuesday May 28, 2024**  
**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.

**NOTICE TO ALL FAIRLAWN SEWER AUTHORITY CUSTOMERS**

Notice is hereby given that the Fairlawn Sewer Authority will hold a public hearing on Tuesday, May 28, 2023, at 6 p.m., in the New River Room of the Pulaski County Innovation Center, 6580 Valley Center Drive, Fairlawn, 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 July 1, 2023)**

Base Rate (\$/mo.):

Residential     \$24.00

Commercial     \$25.30

Usage Rate (\$/1,000 gallons)

Residential     \$3.00 (first 1,000 gallons inclusive in the base rate)

Commercial     \$6.00

**Proposed (Effective July 1, 2024)**

Base Rate(\$/mo.)

Residential \$24.00 (unchanged)

Commercial \$25.30 (unchanged)

Usage Rate (\$/1,000 gallons)

Residential \$3.50 (first 1,000 gallons inclusive in the base rate)

Commercial \$7.00

Additional related information may be obtained upon request from the Fairlawn Tax and Bookkeeping Service, 7351 Peppers Ferry Boulevard, Fairlawn, Virginia or by calling (540) 633-5146.

**4. Approval of minutes**

Subject: Review of minutes from monthly meeting

Type: Decision

Suggestion: Approval of minutes from April 23, 2024 Board meeting

**5. 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

**6. Informational items – consent items**

Subject: PSA work hours

Topic: Information

Subject: Response re: Hickman Cemetery Road request

Topic: Information

Subject: Rural Acres development

Topic: Information

Subject: May newsletter was published

Topic: Information

**7. Action items new business**

Subject: Review T & L draft plans for Walnut, Pine, and Rose line project

Topic: Discussion and decision

Suggestion: Decision

Subject: Initial review of draft audit material  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Confirmation of solution for Village Oaks retail location  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Confirmation of actions for grant submissions  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Confirmation of discussion and actions for future board member  
Topic: Discussion and decision  
Suggestion: Decision

#### **8. Action items old business**

Subject: Refine draft budget for upcoming fiscal year  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Finalize and publish position profile for system superintendent  
Topic: Discussion and decision  
Suggestion: Decision

Subject: Define next steps for Belspring Estates  
Topic: Discussion and decision  
Suggestion: Decision

#### **9. Attorney's comments**

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

- a. Walnut, Rose, and Pine streets – draft construction document review**
- b. Belspring Estates funding investigation- action required**
- c. Hickman sewer extension PER – request submitted**

#### **11. Additional items for future consideration**

- a. Investigate investment schedules in June
- b. Define project actions Rt. 114 – on hold
- c. Auto fill forms

#### **12. Adjournment**

**The next Board meeting is June 25, 2024**

Fairlawn Sewer Authority Board of Directors  
Term Information:

Board of Director Name	Term Expiration Date
Chris Stafford	October 31, 2026
Bennett (Benny) Harp	October 31, 2024
James R. (Randy) Miles	August 31, 2026
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**