

Lee County Public Service Authority



October 22, 2024 Meeting Minutes

- The Lee County Public Service Authority's Board of Directors conducted their regular monthly board meeting on Tuesday, October 22, 2024, at the PSA office in Jonesville, Virginia.
- Chairman Bill Carter called the meeting to order at 3:00 p.m. following the invocation and the Pledge of Allegiance.
- Chairman Carter performed a roll call of board members and determined a quorum was present. Participating in the meeting were board members: Bill Carter, Robert Horton, Harold Jerrell, and Greg Rasnic. Roger Gates was unable to attend the meeting. Others participating were LCPSA Assistant Director Mike Brindle and Jon Broskey with The Lane Group. Executive Director Tracy Puckett was unable to attend due to a prior commitment for the VRWA's Expo.

Agenda:

- Jerrell made a motion to approve the agenda as presented. The motion was seconded by Rasnic and approved unanimously.

Public Expression:

- There was no Public Expression.

Financial Report:

- Rasnic made a motion to accept the Financial Report as presented. Horton seconded the motion, and it passed unanimously.

Previous Meeting Minutes:

- Jerrell made a motion to approve the minutes from the previous meeting as presented. Rasnic seconded the motion, and it passed unanimously.

Director's Report:

- The Director's report provided a brief overview of PSA operations and projects, highlighting the following during the Director's Status Report:
 - Maple Hill project – *Initial start-up of the pump station is set for 10 a.m. tomorrow (Wednesday). Once the pump station start-up is complete, Estes Construction will return to take the necessary water samples to ensure the water is ready for public consumption. Once the sample results are provided, service for the project will begin.*
 - Blackwater/Flower Gap project – *The PSA is currently working with LENOWISCO on this project and an application was submitted to DHCD on June 12, 2024.*
 - Middle Wallens Creek/Rasnic Hollow Extension – *ARC has announced that they are providing funding for this project.*
 - Lead Service Line Inventory – *All data has been submitted and we have met all the criteria required as well as the deadline. We did receive letters of approval on all systems. This is a major accomplishment, and I commend all LCPSA staff and the Lane Group for assisting us with these efforts.*

As part of the Director's Report, Brindle provided the board with an update concerning the impacts to the PSA from Hurricane Helene. Brindle stated that he attended a FEMA briefing in Pennington Gap earlier in the day, after Joseph Moore with VDEM reached out to him and encouraged the PSA to join the county's efforts to receive FEMA funding. Brindle explained that he has established an account with FEMA and is working to get some financial assistance for damages, etc. from the storm. He stated he will provide an update at the next meeting.

- Jerrell made a motion to accept the Director's Report as presented. Horton seconded the motion, and it passed unanimously.

Old Business:

- Under Old Business, the board ratified a polling of the board that took place in August concerning the authority's CD's. The board voted during the polling to go with Lee Bank & Trust at the quoted 4.85% yield. Jerrell made a motion to ratify the poll vote, which was seconded by Rasnic and passed, with Horton abstaining from the vote, as he did during the polling.
 - The board also voted to implement a leak adjustment minimum for the operational policies. The minimum to qualify for a leak will be when a customer's usage, due to a leak, meets or exceeds twice (2x) their previous 6-month average usage. Horton made the motion, based on the recommendation of Brindle, which was seconded by Rasnic and passed unanimously.

New Business:

- Under New Business, Brindle informed the board that long-time employee Wes Sutphin had accepted employment with CNW Sewer Authority. Brindle explained that the PSA will miss Sutphin, expressed appreciation for his near 20 years of service and wished him well in his near endeavor.

Closed Session:

- The board entered into closed session under Personnel 2.2-3771 (a)(1) and Contracts 2.2-3771 (a)(29). Rasnic made the motion to go into closed session. Horton seconded the motion, and it passed unanimously.
 - Rasnic made the motion to come out of closed session with Horton seconding the motion, which passed unanimously. Upon re-entering regular session, Chairman Carter addressed the board: Pursuant to § 2.2-3712(D) of the Code of Virginia 1950, as amended each member of the Board of Directors upon the Roll Call certifies that to the best of their knowledge only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Directors. Any member of the Board of Directors who believes that there was a departure from the requirements shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place. Are there any who believe a departure has taken place? Seeing none, if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes. He then performed roll call:
 - Greg Rasnic: yes
 - Roger Gates: not present
 - Harold Jerrell: yes
 - Robert Horton: yes
 - Bill Carter: yes

Adjourn:

- The board agreed, due to scheduling conflicts and the Thanksgiving holiday, to move their regular November meeting to Tuesday, December 3 at 3:00 p.m., which will also serve as the board's regular December meeting. Brindle stated that if a meeting is needed for any reason before then, the board could conduct a special called meeting. Horton made a motion to adjourn, seconded by Jerrell, and passing unanimously.