

Lee County Public Service Authority



July 21, 2023 Meeting Minutes

- The Lee County Public Service Authority's Board of Directors conducted their regularly monthly board meeting on Friday, July 21, 2023, at the PSA office in Jonesville, Virginia. The meeting was moved from the normal date of the fourth Tuesday due to a scheduling conflict.
- Chairman Bill Carter called the meeting to order at 1:00 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. Others participating were LCPSA Executive Director Tracy Puckett, LCPSA Assistant Director Mike Brindle and LCPSA legal counsel Jeremy O'Quinn.

Agenda:

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

Public Expression:

- There was no public expression.

Financial Report:

- Director Puckett explained to the board that the reason the operating account appeared slightly less than it did in recent months is due to the fact the PSA had not received payment from the Federal Prison for sewer services. Following a brief conversation that began with Chairman Carter asking Director Puckett about the PSA's current Certificate of Deposits (CDs), the board agreed that with interest rates rising, to have Puckett check with local banks about better rates than the CDs currently have.

Previous Meeting Minutes:

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

Director's Report:

- Puckett provided a brief overview of PSA operations and projects, highlighting the following during his Director's Status Report:
 - Maple Hill project – Bid openings were conducted on July 13, 2023, with Estes Brothers Construction being the apparent low bidder in the amount of \$828,632.42 for Phase I of the project and McFall Excavating for Phase II in the amount of \$249,500.00. Puckett stated he would need the board to take action on the bids under New Business.
 - Giles Hollow project – This project is now complete. However, there were some funds remaining, so the PSA decided to make a few additional connections for people that signed up during construction.
 - Cross Creek/Dryden/Hickory Flats Sewer project – An additional funding offer was received for this project, according to Puckett, who explained that it only contained about 17% grant money, which would leave the PSA with a large amount of debt on a \$22 million project. He stated that at that rate, the project could not cash flow, so he recommended meeting with funding agencies to keep working on a new offer that would allow the project to cash flow.
 - St. Charles Phase III project – Clean-up and paving is all that remains to be completed on this project.
 - Western Lee Sewer project – Engineering is currently at 60% design and the next step will be to collect easements and land appraisals.
 - Blackwater/Fairview/TN Line Extension – This project is now complete. However, there were some remaining funds left, so the PSA is exploring the potential to make additional connection along Lynn Flanary Rd.
 - Ocoonita-Smyth/Miller Chapel Interconnection – The PSA is awaiting contract negotiations.
 - Phase III Hancock Co, TN/Lee Co, VA – The PSA has submitted an application to Coalfields Water Fund for funding to install the remaining water main, approximately 6,000 feet, to the Lee County/ Hancock County line.
- Horton made a motion to accept the Director's Report as presented. Jerrell seconded the motion and it passed unanimously.

Old Business:

- There was no Old Business.

New Business:

- Under New Business:
 - The board elected officers for the physical year. Horton made a motion to nominate and keep Carter as the Chairman. Jerrell seconded the motion. Rasnic voted yes, with Carter abstaining from the vote. Horton made a motion to nominate Gates to remain as Vice-Chairman. Rasnic seconded the motion and it passed unanimously. Horton then made a motion to keep Assistant Director Brindle as Secretary. Rasnic seconded the motion, which passed unanimously. Carter will serve as Chairman, Gates as Vice-Chairman and Brindle as Secretary.
 - The board agreed to award the contracts to the apparent low bidders for the Maple Hill Community Project, pending the review and approval of the funding agencies. Jerrell made the motion to award Phase I of the project to apparent low bidder Estes Bros

Construction in the amount of \$828,632.42, with Rasnic seconding the motion, which passed unanimously. Rasnic made the motion to award Phase II (pump station) to apparent low bidder McFall Excavating in the amount of \$249,500.00, with Horton seconding the motion, which passed unanimously.

-The board agreed unanimously to post meeting minutes to the PSA's website moving forward, with the minutes to be uploaded once they are approved at the following meeting.

Closed Session:

- Rasnic made a motion to enter closed session under Contracts 2.2-3771 (a) (29) and personnel 2.2-3771 (a) (1). Horton seconded the motion and it passed unanimously.
- Rasnic made a motion to come out of closed session, seconded by Horton and passing 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: absent
 - Harold Jerrell: yes
 - Robert Horton: yes
 - Bill Carter: yes

Adjourn:

- Horton made a motion to adjourn, seconded by Rasnic, and passing unanimously.