

# Lee County Public Service Authority



## February 27, 2024 Meeting Minutes

- The Lee County Public Service Authority's Board of Directors conducted their regular monthly board meeting on Tuesday, February 27, 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, Greg Rasnic, and Harold Jerrell. Others participating were LCPSA Assistant Director Mike Brindle and Jon Broskey with The Lane Group. Board member Roger Gates was unable to attend. LCPSA Executive Director Tracy Puckett could not attend due to a funeral.

### ***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:***

- Rasnic asked that a correction be made to the minutes of the January 2024 meeting with Bryan Bales' name incorrectly stated as Bryan Bates in the Public Expression portion of the meeting. The correction was noted, with Jerrell making a motion to approve the minutes from the previous meeting with the correction. Rasnic seconded the motion and it passed unanimously.

## **Director's Report:**

- Assistant Director Brindle provided a brief overview of PSA operations and projects, highlighting the following during the Director's Status Report:
  - Maple Hill project – *It appears all the main line has been installed and pressure tested, however, the project cannot be completed without the installation of the pump station. The PSA has collected several user agreements as the project has gotten underway, with the total number of connections now around 34.*
  - Giles Hollow project – *This project is complete. Brindle stated that the board would need to entertain taking action concerning closing out the project during new business.*
  - Cross Creek/Dryden/Hickory Flats Sewer project – *The PSA will be re-submitting another funding application in July 2024 in hopes of receiving a better offer.*
  - Western Lee Sewer project – *The deadline for the Lane Group to complete the 90% design submission is March 15. Brindle stated that he attended a meeting at LENOWISCO with the stakeholders, a representative from Congressman Morgan Griffith's office, as well as a representative from the Army Corps of Engineers on February 21 concerning funding. Brindle explained that during the meeting, it was discussed that the Town of Cumberland Gap and a large sub-division in Harrogate will potentially be connecting onto the system as well. This could cause The Lane Group to re-design some portions of the system, but add cash flow for the PSA.*
  - Ocoonita-Smyth/Miller Chapel Interconnection – *The PSA has signed a contract with Engineers and design work is being performed.*
  - Phase III Hancock Co, TN/Lee Co, VA – *The original cost estimate was \$175,000.00 of which the PSA did receive an offer of \$109,900.00. The next step was to see if there may be any General Assembly or Technical Assistance funds available which would allow the project materials needed to be fully funded. The PSA recently received notice of funds from the Technical Assistance Program (TA) in the amount of \$55,000.00. The PSA expects to be able to purchase the materials in the near future and schedule a time for work to begin, possibly in the next few months.*
- Rasnic made a motion to accept the Director's Report as presented. Horton seconded the motion and it passed unanimously.

## **Old Business:**

- Under Old Business, Brindle gave the board an update on the Alert Notification System that the PSA implemented last week, following a request from Bryan Bales at the board's previous meeting. Customers can now sign up for text or email alerts by visiting the PSA website, or by calling the office and providing a valid cellphone number and/or email address. This will allow the PSA to notify customers of important information and updates such as service issues (outages) and boil water advisories, as well as receiving billing information and more. Brindle explained that the system also gives the PSA the ability to send out alerts to individual customers, selected customers, a particular area of the county, or all customers.

## **New Business:**

- Under New Business, upon a request from Brindle, the board voted unanimously to convert a St. Charles Reserve Fund into a Meter Fund, to be used in replacing older meters within the system. Jerrell made the motion to make the change with Rasnic

seconding the motion. Also, the board voted unanimously, based on the recommendation of Broskey, to close out the Giles Hollow and Blackwater Projects that were recently completed. Rasnic made the motion and received a second from Jerrell.

***Closed Session:***

- The board did not go into closed session.

***Adjourn:***

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