

Lee County Public Service Authority



August 22, 2023 Meeting Minutes

- The Lee County Public Service Authority's Board of Directors conducted their regular monthly board meeting on Tuesday, August 22, 2023, 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, Roger Gates, 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:

- Rasnic 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 PSA had reached out to local banks, per the request from the board, about the PSA's current Certificate of Deposits (CDs), and the possibility of getting better rates. He stated that Lee Bank & Trust quoted the best rates, at 5.15% with no penalty for one-time withdrawal. Puckett stated that the board would need to take action under New Business. Horton made a motion to accept the Financial Report as presented. Rasnic 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:

- Puckett provided a brief overview of PSA operations and projects, highlighting the following during his Director's Status Report:
 - Maple Hill project – *The Lane Group has located a parcel of property to construct the required pump station for the project. Puckett stated that he would need action from the board under Old Business to purchase the parcel of land, using project funds.*
 - Giles Hollow project – *Final connections are being made utilizing money left over from the project.*
 - Cross Creek/Dryden/Hickory Flats Sewer project – *An additional funding offer was received for this project, according to Puckett, but the loan to grant ratio is still too high at this point.*
 - St. Charles Phase III project – *Contractor has completed the project and only paving repairs remain. Contractor anticipates completion by the end of August.*
 - 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 options to make additional connections along Lynn Flanary Rd.*
 - Ocoonita-Smyth/Miller Chapel Interconnection – *The PSA is under contract and waiting on the final approval from the funding agency.*
 - Phase III Hancock Co, TN/Lee Co, VA – *The PSA recently received word that it may be receiving \$109,900.00 from Coalfields Water Development Fund for funding to install the remaining water main, approximately 6,000 feet, to the Lee County/Hancock County line. The DWDF committee plans to recommend that the CWDF board approve the funding at their next board meeting, set for Wednesday, October 11. The original cost estimate was \$175,000.00, so the next step is to see if there may be any GA or TA funds available in order to have the project materials fully funded.*
- 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, the board voted to allow The Lane Group to use project funds to purchase a parcel of land from the Hilton family to construct a required pump station for the Maple Hill project at a cost of \$5,000. Jerrell made the motion, seconded by Rasnic, and passing unanimously.

New Business:

- Under New Business:
 - Based on discussion during the Financial Report, the board voted to take out new CD's (Certificate of Deposits) with Lee Bank & Trust at a rate of 5.15% interest, with no penalty for one-time withdrawal. Jerrell made a motion to transfer the money necessary from the Operating Account to add to the Debt Reserve balance to make an even \$500,000 to be deposited and designated as a Debt Reserve CD with Lee Bank & Trust at an interest rate of 5.15%. Rasnic seconded the motion. Carter and Gates both also voted "yes", with Horton abstaining from the vote. Gates made a motion to transfer the money necessary from the Customer Deposit fund to add to the Customer Deposit

Reserve balance to make an even \$250,000 to be deposited and designated as a Customer Deposit Reserve CD with Lee Bank & Trust at an interest rate of 5.15%. Rasnic seconded the motion. Carter and Jerrell both also voted “yes”, with Horton abstaining from the vote.

-Following Closed Session, the board went back to New Business and voted unanimously to award personnel contracts as discussed during the closed session with Puckett and Brindle. Rasnic made the motion, seconded by Jerrell, and passing unanimously.

Closed Session:

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

Adjourn:

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