

At a meeting of the Public Service Authority Board of Directors held on Tuesday, August 12, 2025, at 9:00 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia, the following Board members were present: Mr. Eddie Hale; Mrs. Nancy Burchett; and Mrs. Ashley Coake. Absent: Mr. Dennis Setliff and Mr. Douglas Swanson.

Staff members present included: Jared L. Linkous, P.E., CFM, Executive Director; Josh Tolbert, Deputy Director; Jonathan D. Sweet, County Administrator; Trish Cox, Finance Director; S. Diane Newby, Assistant Finance Director; Sarah Lopez, PSA Collections Specialist and Ashley Edmonds, Clerk to the Board.

1. Welcome and Call to Order

Mrs. Burchett called the meeting to order at 9 a.m.

A. Confirmation of A Quorum

Three (3) of the five (5) Board members were present. Mr. Setliff and Mr. Swanson were absent.

2. Presentations and Citizens Comments

A. Presentations and Citizens Comments

There were no Presentations nor Citizens Comments.

3. Approval of the Agenda

A. Additions or Changes to the Agenda

On a motion by Mrs. Coake, second by Mr. Hale and carried, the Board accepted the agenda as presented.

Voting Yes: Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Setliff, Mr. Swanson.

4. Financial Matters

A. Financial Report

On a motion by Mr. Hale, second by Mrs. Coake and carried, the Board accepted the July 2025 Financial Report as presented.

Voting Yes: Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Setliff, Mr. Swanson.

The requested 30-60-90 delinquency report has been added to the Balance Due Report under #9. Items of Consent, B. Balance Due Report (attachment labeled as Aging Report).

B. Collections Update

Mrs. Lopez advised another round of funds from a tax rebate will be available in Fall 2025. She is also working on Ingles District account set-up.

5. Action Items (New Business)

A. None

There were no Action Items (New Business) for the Board's consideration.

6. Action Items (Old Business)

A. None.

There were no Action Items (Old Business) for the Board's consideration.

7. Reports from Executive Director and Staff

A. Operational Reports: Convenience Center and County Landfill Tonnage and Cut -Off List

The Operational Reports: Convenience Centers and County Landfill Tonnage, Inmate Availability and Cut-Off list for the month of July 2025 were reviewed by the Board.

B. FSA Activity Report

The Board reviewed the July 2025 Fairlawn Sewer Authority (FSA) Activity Report.

C. Staff To Do List:

The following updates were provided on the following Staff To Do List items:

A. Draper/Claytor Lake Convenience Center

Heavy construction crew to begin work in late 2025/early 2026.

B. Brookmont Water System Disinfection By-Products

Notice to consumers to be sent for 2025 2nd quarter results; the Town of Pulaski to address issues affecting system disinfection by-products.

C. Community Water Projects

Received construction permitting for Jill Drive.

D. Certification of Fire Hydrant Flow and Corresponding Paint Color Array

Flushing of hydrants is being conducted with notifications sent to affected areas.

E. Write Off Standard Operating Procedures

Ongoing.

F. Snowville Convenience Center (Desire for/Site Location)

Ongoing.

G. Robinson Tract/Hilton Village Water Project

Virginia Department of Health has not shared any information; the project's application is being ranked/scored.

Additional items discussed:

Mr. Linkous provided updates on the Draper West tank and Collier Street improvements.

8. Other Matters from the Directors

A. Updates Requested by Board Members

There were no updates requested by board members.

9. Items of Consent

On a motion by Mrs. Coake, second by Mr. Hale and carried, the Board reviewed and approved the following items of consent (A. - F.):

Voting Yes: Mr. Hale, Mrs. Burchett, Mrs. Coake.

Voting No: None.

Absent: Mr. Setliff, Mr. Swanson.

A. Minutes of July 8, 2025, Public Service Authority Board of Directors Meeting

The Board approved the minutes of the July 8, 2025, Public Service Authority Board of Directors Meeting.

B. Balance Due Report

The Balance Due Report was reviewed and approved.

C. Budget Adjustment

Budget Adjustments #2026-01, #2026-02 and Capital Fund #2026-01: \$64,710.00 were approved.

D. Billing Adjustments

The Billing Adjustments were not available.

E. Accounts Payable

The Board Accounts Payable for checks numbered # 51025 - 51171.

F. Personnel Changes

Board members reviewed and approved a memo describing Personnel Changes in the month of July 2025, the electronic version of which is filed in the August 12, 2025, BoardDocs agenda.

10. Informational Items

There are no Informational Items.

11. Adjournment

A. Adjournment

On a motion by Mr. Hale, second by Mrs. Coake and carried, the Board adjourned their August 12, 2025, regular meeting. The Board voted by consensus in the affirmative to conclude the meeting.

Voting Yes: Mr. Hale, Mrs. Burchett, Mrs. Coake.

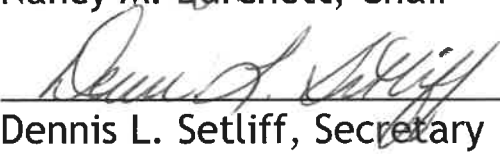
Voting No: None.

Absent: Mr. Setliff, Mr. Swanson.

The monthly meeting of the Public Service Authority Board of Directors will be held on Tuesday, September 9, 2025, at 9 a.m. in the Board Room of the County Administration Building, 143 Third Street, N.W., in the Town of Pulaski, Virginia.

A handwritten signature in cursive script, reading "Nancy M. Burchett", positioned above a horizontal line.

Nancy M. Burchett, Chair

A handwritten signature in cursive script, reading "Dennis L. Setliff", positioned above a horizontal line.

Dennis L. Setliff, Secretary