

SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY MINUTES
October 8, 2018
156 E. JACKSON ST.
6:00 pm

I. CALL TO ORDER

Roger Cassell, Chairman/Council Member, called the meeting to order at 6:04 P.M.

II. ROLL CALL – Deputy Town Clerk, Lisa Loggans

	PRESENT:	ABSENT:
Chairman, Roger Cassell	X	
Vice-Chair, Jo Ann Castle	X	
Board Member, Sandra Craft	X	
Board Member, Bob Richards		X
Board Member, Daris Hartssock	X	
Town Attorney, Michele Brooks	X	
Town Manager, Greg Jones	X	

Others present: Dave Wilson, Larry Sturgill, Jim Craft

III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATIONS OF OATHS ON INTRODUCTION OF GUESTS.

Chairman Roger Cassell welcomed Sandra Craft to her first meeting as a Sanitation Authority Board Member.

IV. CONSENT AGENDA

- Approval of agenda

Motion made to amend the agenda to add CLOSED SESSION under New Business.

Motion by: Jo Ann Castle 2nd by: Daris Hartssock

VOTE: Aye, 4
Nay,
Absent, 1 – Bob Richards
Abstain,

Motion made to approve agenda as amended.

Motion by: Sandra Craft 2nd by: Daris Hartssock

VOTE: Aye, 4
Nay,
Absent, 1 – Bob Richards
Abstain,

V. APPROVAL OF MINUTES

- Approval of Minutes

TABLE until next Sanitation Authority meeting.

VI. APPROVAL OF PAYMENTS

- **Motion made to approve payment of bills for August 2018 and September 2018.**

Motion by: Daris Hartssock 2nd by: Jo Ann Castle

VOTE: Aye, 4
Nay,
Absent, 1 – Bob Richards
Abstain,

VII. COMMUNICATIONS

NONE

VIII. PUBLIC COMMENT

NONE

IX. UNFINISHED BUSINESS

- **Update on DEQ Wastewater Line Replacement**

Dave Wilson (Mattern and Craig) said easement procurement remains. Town Manager Greg Jones said there are some unsigned easements that Mattern and Craig will be assisting with. A mussel habitat survey must also be completed before the project can begin. A fish study must also be completed, as an indigenous species of fish is believed to live in a particular portion of waters where the project lies.

X. NEW BUSINESS

- **PSA Billing Audit**

CLOSED SESSION

**Motion made for Sanitation Authority to enter into closed session to discuss 1.) Legal
Upon advice of legal counsel, Engineer Dave Wilson and CPA Larry Sturgill to also attend closed session.**

Motion by: Daris Hartsock

2nd by: Sandra Craft

VOTE: Aye: 4

Nay:

Absent: 1 – Bob Richards

Abstain:

Chairman Roger Cassell opened the closed session at 6:27 P.M.

RETURN FROM CLOSED SESSION

Sanitation Authority returned from closed session at 7:57 P.M.

Motion made for Sanitation Authority to return from closed session.

Motion by: Jo Ann Castle

2nd by: Sandra Craft

VOTE: Aye: 4

Nay:

Absent: 1 – Bob Richards

Abstain:

CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney Michele Brooks

WHEREAS, the Gate City Sanitation Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-7312 of the Code of Virginia requires a certification by the Sanitation Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Gate City Sanitation Authority hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification applies and (2) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Gate City Town Council.

ROLL CALLVOTE: Chairman, Roger Cassell	A YE
Vice-Chair, Jo Ann Castle	A YE
Board Member, Sandra Craft	A YE
Board Member, Bob Richards	(ABSENT)
Board Member, Daris Hartssock	A YE

MOTIONS FROM CLOSED SESSION:

Council returned from closed session at 7:58 P.M.

Motion to open savings account for PSA Forced Main issue.

Motion by: Jo Anne Castle
2nd by: Daris Hartssock
VOTE: Aye: 4
Nay:
Absent: 1 – Bob Richards
Abstain:

Motion to contribute 50% of Forced Main principle and Forced Main debt reserve to savings account Forced Main issue, beginning with September 2018 bill.

Motion by: Jo Anne Castle
2nd by: Sandra Craft
VOTE: Aye: 4
Nay:
Absent: 1 – Bob Richards
Abstain:

Motion to bring Larry Sturgill, CPA under engagement to perform audit on PSA billing.

Motion by: Daris Hartssock
2nd by: Jo Ann Castle
VOTE: Aye: 4
Nay:
Absent: 1 – Bob Richards
Abstain:

XI OTHER BUSINESS

Jo Ann Castle asked which side of US Highway 23 the sewer line lies. Town Manager Greg Jones said that this varies depending on location. Jo Anne Castle said she was specifically asking about the former Scott Motel property. Sewer line is estimated to lie just before the property, running under US Highway 23 at that point.

XII. ADJOURN

Motion made for Board to adjourn to quarterly Sanitation Authority Meeting on January 14, 2019, at 6:00 p.m.

Motion by: Sandra Craft 2nd by: Jo Anne Castle

VOTE: Aye, 4
 Nay,
 Absent: 1 - Bob Richards
 Abstain,

Chair Roger Cassell, adjourned the meeting at 8:12 P.M.

Roger Cassell – Chair

Deputy Town Clerk – Lisa Loggans