

SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY MINUTES
 April 11, 2022
 156 East Jackson Street, Gate City, VA 24251
 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, Daris Hartsock		X
Board Member, Bob Richards	X	
Board Member, Jo Anne Castle	X	
Town Attorney, Michele Brooks	X	
Town Manager, Greg Jones	X	

Others present: None

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

NONE.

IV. CONSENT AGENDA

**Approval of agenda
 Motion made to approve the agenda.**

Motion by: Bob Richards 2nd by: Jo Anne Castle

VOTE: Aye, 3
 Nay,
 Absent, 1
 Abstain

Motion carried.

V. APPROVAL OF MINUTES

**Approval of the Sanitation Authority Meeting Minutes from January 10, 2022.
 Motion made to approve the minutes as presented.**

Motion by: Bob Richards 2nd by: Jo Anne Castle

VOTE: Aye, 3
 Nay,
 Absent, 1
 Abstain

Motion carried.

VI. APPROVAL OF PAYMENTS

Motion made to approve payment of bills for January, February, and March 2022.

Motion by: Jo Anne Castle

2nd by: Bob Richards

VOTE: Aye, 3
Nay,
Absent, 1
Abstain

Motion Carried.

VII. COMMUNICATIONS None.

VIII. PUBLIC COMMENT None.

IX. UNFINISHED BUSINESS None.

X. NEW BUSINESS

1. FY 2023 Budget Public Hearing, Monday, May 9th, 2022

Motion made to hold the FY 2023 Budget Public Hearing, Monday, May 9th, 2022 at 6:00 PM

Motion by: Jo Anne Castle 2nd by: Bob Richards

VOTE: Aye, 3
Nay,
Absent, 1
Abstain

Motion Carried.

2. Called meeting: June 13th, 2022

- **Vote: FY 2023 Budget**
- **Transfer: Repair & Maintenance FY 2022 items per PSA Contract**

Motion made to hold called meeting on June 13, 2022 at 6:00 PM

Motion by: Bob Richards 2nd by: Jo Anne Castle

VOTE: Aye, 3
Nay,
Absent, 1
Abstain

Motion Carried.

3. ARPA Budget – Discussion of developing a budget for ARPA funds received by the Town. Suggestion made to bring Sewer related large equipment requests before the board. The Sanitation Authority traditionally pays half. Discussion of purchase of equipment: Sewer Jetter (approx. \$50,000) and Sewer Camera (approx. \$10,000). Town Manager Greg Jones will work up details. Motion made that the Sanitation Board pay half of the requested items of the Jetter and the Sewer Camera.

Motion by: Bob Richards

2nd by: Jo Anne Castle

VOTE: Aye, 3
Nay,
Absent, 1
Abstain

Motion Carried.

4. **PSA Billing Issues** – Town Attorney Michele Brooks had a conversation with Sally Kegley, County Attorney. Ms. Kegley was given copies of the PSA billing. She told Ms. Brooks that she would address it with the PSA Board, which meets tomorrow morning. Issues keep coming up with incorrect billing. There are incorrect items every month, including late fees and Force Main Electric. Suggestion to send a formal letter to all PSA Board members, once get results of board meeting.
No motions

XI. CLOSED SESSION NONE

Motion made for Sanitation Authority to enter into closed session to discuss 1.)
2.)
3.)

Motion by:

2nd by:

VOTE: Aye:

Nay:

Absent:

Abstain:

Chairperson Roger Cassell opened the closed session at P.M.

• **RETURN FROM CLOSED SESSION**

Sanitation Authority returned from closed session at P.M.

Motion made for Sanitation Authority to return from closed session.

Motion by:

2nd by:

VOTE: Aye,
Nay,
Absent,
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 Sanitation Authority.

ROLL CALL VOTE: Aye:
Nay:
Absent:
Abstain:

• **MOTIONS FROM CLOSED SESSION:**

XII. OTHER BUSINESS - None

XIII. ADJOURN

Motion made for Sanitation Authority to adjourn until Public Hearing May 9, 2022.

Motion by: Bob Richards

2nd by: Jo Anne Castle

VOTE: Aye, 3
Nay,
Absent, 1
Abstain

Chairman/Council Member, Roger Cassell, adjourned the meeting at 6:32 P.M.



Roger Cassell – Chair



Deputy Town Clerk – Lisa Loggans