

# SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY MINUTES  
July 8, 2019  
156 E. JACKSON STREET  
6:00 pm

## I. CALL TO ORDER

Roger Cassell, Chairman/Council Member, called the meeting to order at 6:06 P.M.

## II. ROLL CALL – Acting Town Clerk, Lydia Lane

	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 Hartsock	X	
Town Attorney, Michele Brooks	X	
Town Manager, Greg Jones	X	

Others present: Larry Sturgill

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

Chairman Roger Cassell stated that the members need to deliver a plaque for Dewey. Town Attorney Michele Brooks stated that it would be ideal to present the plaque at a council meeting and that she would attempt to make arrangements for that to happen.

## IV. CONSENT AGENDA

### • Approval of agenda

**Motion made to approve the agenda.**

Motion by: Bob Richards

2<sup>nd</sup> by: Jo Ann Castle

VOTE: Aye, 4

Nay,

Absent, 1

Abstain,

**Motion Carried.**

## V. APPROVAL OF MINUTES

### • Approval of Minutes

**Motion made to approve minutes of the Sanitation Authority Meeting from April 8, 2019; Public Hearing Meeting regarding FY 2019 Budget Amendment from May 13, 2019; Public Hearing Meeting regarding FY 2020 Proposed Budget from May 13, 2019; Sanitation Authority Special Called Meeting from May 13, 2019; and Sanitation Authority Special Called Meeting from June 10, 2019.**

Motion by: Jo Ann Castle

2<sup>nd</sup> by: Daris Hartsock

VOTE: Aye, 4

Nay,

Absent, 1

Abstain,

**Motion Carried.**

## VI. APPROVAL OF PAYMENTS

- **Motion made to approve payment of bills for April, May, June 2019.**

Chairman Roger Cassell asked if the figures presented were accurate with \$486,860 in revenue and \$394,557 in expenses? Town Manager Greg Jones stated that the reason that the numbers are positively correlated is because the rate increase for the DEQ project has already been completed and a year's worth of savings have been held back.

Motion by: Daris Hartsock

2<sup>nd</sup> by: Bob Richards

VOTE: Aye, 4  
Nay,  
Absent, 1  
Abstain,

**Motion Carried.**

**VII. COMMUNICATIONS - NONE**

**VIII. PUBLIC COMMENT - NONE**

**IX. UNFINISHED BUSINESS**

- **Update on DEQ Wastewater Line Replacement**

Town Manager Greg Jones stated that the mussel survey was completed on July 1, 2019 and only one live mussel was found. Town Manager Greg Jones stated that the consulting engineer, who completed the environmental survey, will create a report and once the report is submitted, it will need to be submitted to the Army Corps of Engineers. Chairman Roger Cassell asked if a bat survey will still be required? Town Manager Greg Jones stated that as far as he knows it will not be required. Board Member Bob Richards asked if the mussel will need to be moved? Town Manager Greg Jones stated that he is unsure of the procedures that will need to follow the mussel finding and he is still waiting on the recommendation for that situation. Chairman Roger Cassell asked if the project may be able to start sooner than anticipated? Town Manager Greg Jones stated that it will take six months to get the report back and get it approved by the Army Corps of Engineers. Town Manager Greg Jones stated that once the report is approved, the project will be ready to begin.

- **CLOSED SESSION**

Motion made for Council to enter into closed session to discuss legal matters with pending PSA contract negotiations.

Motion by: Jo Ann Castle

2<sup>nd</sup> by: Daris Hartsock

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

**Motion Carried.**

Chairperson Roger Cassell opened the closed session at 6:24 P.M.

- **RETURN FROM CLOSED SESSION**

Council returned from closed session at 7:00 P.M.

Motion made for Council to return from closed session.

Motion by: Bob Richards

2<sup>nd</sup> by: Daris Hartsock

VOTE: Aye: 4

Nay:

Absent: 1  
Abstain:

**Motion Carried.**

**CERTIFICATION OF CLOSED MEETING – Read by:**

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:	Chairman, Roger Cassell	AYE	
	Vice-Chair, Jo Ann Castle	AYE	
	Board Member, Sandra Craft	ABSENT	
	Board Member, Bob Richards	AYE	
	Board Member, Daris Hartsock	AYE	<b>Motion Carried.</b>

- **MOTIONS FROM CLOSED SESSION: NONE**

**X. NEW BUSINESS**

- **Election of Officers- TAKE NO ACTION**

- XI. OTHER BUSINESS** – Board Member Jo Ann Castle asked if Town Attorney Michele Brooks could ask PSA for a copy of their policy? Town Attorney Michele Brooks stated that she has asked before, however, PSA does not have a written policy.

**XII. ADJOURN**

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

Motion by: Jo Ann Castle	2 <sup>nd</sup> by: Bob Richards
VOTE: Aye, 4	
Nay,	
Absent, 1	
Abstain,	<b>Motion Carried.</b>

Chair Roger Cassell, adjourned the meeting at 7:05 P.M.

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Roger Cassell – Chair

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Acting Town Clerk – Lydia Lane