

SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY MINUTES SPECIAL CALLED MEETING May 12, 2020 190 Beech St., 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 – Town Clerk, Lydia Morales

	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: Jason Snapp, Mattern & Craig; Debbie Kindle, Ron Kindle, Jim Craft

III. NEW BUSINESS

• CONTINUITY OF GOVERNMENT - Budget Continuation Resolution

Town Manager Greg Jones explained that the continuity of government resolution is a resolution that will allow us to extend our deadlines. Town Manager Greg Jones stated that this would allow the Sanitation Authority to extend the deadline of the budget, that has been delayed by COVID-19. Town Attorney Michele Brooks stated that this is based on a model ordinance and will expire on its own. Vice-Chair Jo Ann Castle asked if the budget continuation resolution would become void on its own on August 15, 2020? Town Attorney Michele Brooks stated that the budget is up to August 15th, but for up to six months it can be extended under the governor's state of emergency.

Motion made to adopt the Budget Continuation Resolution for the continuity of government.

Motion by: Jo Ann Castle

2nd by: Sandra Craft

VOTE: Aye, 5

Nay,

Absent,

Abstain,

Motion Carried.

• Electronic Participation Policy

Town Attorney Michele Brooks stated that all of the ordinances passed under the state of emergency will have to be repassed with a public hearing and all normal requirements. Town Attorney Michele Brooks stated that the electronic participation policy will allow for members who may not feel well or whatever the reason may be, to participate electronically in the meetings. Board Member Bob Richards stated that the policy states that you must give a specific personal reason, and if it is a personal reason, it is no one's business. Town Attorney Michele Brooks stated that the FOIA statute does say that you have to give the reason with specificity, but that is only to the chairperson and is not public information. Board Member Richards stated that if you tell it to one person, there is no guarantee they aren't going to tell it. Town Attorney Michele Brooks stated that she would instruct whoever is getting that information to keep it confidential. Town Attorney Michele Brooks stated that this only applies if you intend to participate electronically, not if you miss a meeting or are on vacation. Board Member Bob Richards stated that you can always decline to participate. Town Attorney Michele Brooks stated that is correct, you don't have to participate. Chairman Roger Cassell asked if the governor signed it with the word specific in it? Town Attorney

Michele Brooks stated that there are changes to FOIA almost every year. Chairman Roger Cassell asked if FOIA overrides the governor's order? Town Attorney Michele Brooks stated that the executive order can't override the law. Town Attorney Michele Brooks stated that you can only participate electronically two times per year. Chairman Roger Cassell asked if the policy would be permanent? Town Attorney Michele Brooks stated that it would only be temporary due to the state of emergency and would need to be passed with a public hearing later.

Motion made to adopt the Electronic Participation Policy as presented.

Motion by: Jo Ann Castle

2nd by: Daris Hartsock

VOTE: Aye, 5

Nay,

Absent,

Abstain,

Motion Carried.

- **PSA Billing Issue Update**

Town Attorney Michele Brooks stated that there are ongoing conversations with the PSA attorney. Town Attorney Brooks stated that due to COVID-19 some meetings had to be cancelled, but progress is being made. Chairman Roger Cassell asked if the PSA had mentioned anything about the road bore at the Quarry? Town Manager Greg Jones stated that the project is supposed to be completed before they can flow. Chairman Roger Cassell stated that it had been suggested that we are going to cap that, and asked if that is still the plan? Town Manager Greg Jones stated yes, it will be capped. Vice-Chair Jo Ann Castle asked if there will be a meter at that point? Town Manager Greg Jones stated yes it will be our meter.

- **DEQ Wastewater Line Replacement Update**

Mr. Jason Snapp delivered the update on the DEQ Wastewater Line Replacement Project. Mr. Snapp stated that as of today, they are approximately 45% complete of the original scope contract. Mr. Snapp stated that he expects the trench paving to be completed by the end of the week with the right weather conditions. Mr. Snapp explained the upcoming progress that will be completed on the DEQ Wastewater Line Replacement Project. Mr. Snapp stated video inspection has been completed on the remainder of the Little Moccasin Creek Line and the Burnt Cabin Branch Line. Mr. Snapp stated that there are some leaky joints on the Little Moccasin Creek Line that need to be lined and recommendations will be made concerning the Burnt Cabin Branch Line upon review. Mr. Snapp stated that there has been a few complaints about stabilizing some yards, but these complaints are being handled.

Chairman Roger Cassell asked where the section that had the sag is located? Mr. Snapp stated that there are a couple of places near Patriot Fuels and a section of line upstream across from the high school. Chairman Roger Cassell questioned about a section of line located near the Family Bakery? Mr. Snapp stated that they plan to line that section but are waiting on the results of the video footage. Mr. Snapp explained the process of lining the line.

IV. CLOSED SESSION - NONE

V. MOTIONS FROM CLOSED SESSION: NONE

VI. ADJOURN

Motion made for Board to adjourn to the regular scheduled Sanitation Authority Meeting on July 13, 2020 at 6:00 p.m.

Motion by: Bob Richards

2nd by: Daris Hartsock

VOTE: Aye, 5

Nay,

Absent

Abstain,

Motion Carried.

Chairman Roger Cassell, adjourned the meeting at 6:30 P.M.

Roger Cassell – Chairman

Town Clerk – Lydia Morales