

SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY MINUTES
April 12, 2021
156 E. Jackson St., Gate City, VA 24251
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 – 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: 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: Daris Hartsock

VOTE: Aye, 4

Nay,

Absent, 1

Abstain,

Motion Carried.

V. APPROVAL OF MINUTES

- Approval of Minutes

Motion made to approve the minutes of the Sanitation Authority Meeting from October 12, 2020.

Motion by: Jo Ann Castle

2nd by: Bob Richards

VOTE: Aye, 4

Nay,

Absent, 1

Abstain,

Motion Carried.

- Approval of Minutes

Motion made to approve the minutes of the Special Called Sanitation Authority Meeting from January 19, 2021.

Motion by: Bob Richards

2nd by: Jo Ann Castle

VOTE: Aye, 4

Nay,

Absent, 1

Abstain,

Motion Carried.

VI. APPROVAL OF PAYMENTS

- **Motion made to approve payment of bills for October, November, and December 2020.**

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

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

Motion Carried.

- **Motion made to approve payment of bills for January, February, and March 2021.**

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

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

Motion Carried.

VII. COMMUNICATIONS - NONE

VIII. PUBLIC COMMENT - NONE

IX. UNFINISHED BUSINESS - NONE

X. NEW BUSINESS

1. **PSA Contract Update**
- **DEFERRED UNTIL AFTER CLOSED SESSION.**

2. **FY 2022 Budget (Discussion Only)**

Town Manager Greg Jones reviewed the proposed budget for FY22. Town Manager Greg Jones stated that one difference is the Utility Relief Grant funds, which do not expire until the end of the year. Town Manager Greg Jones stated that the biggest expenditure is the contracted services with PSA which will remain at \$305,000 but may decrease depending on the contract. Town Manager Jones stated that under our debt retirement, we will begin making payments on our sewer line replacement project which is finishing under budget. Town Manager Jones stated that this was a \$2.3 million project that is coming in at \$1.5 million and we will be able to keep our whole \$700,000 grant. Town Manager Jones stated that we will have a small surplus for additional projects. Vice-Chair Jo Ann Castle asked if a lot of customers have participated in the utility relief? Town Clerk Lydia Morales stated that so far, we have had approximately 53 accounts participate last month and approximately 23 this month. Vice-Chair Jo Ann Castle asked if the information concerning the utility relief is available to customers? Town Manager Greg Jones stated that everyone who had a past due balance received a postcard in the mail explaining the utility relief, we created Facebook posts, put an ad in the paper and we have been making phone calls. Town Clerk Lydia Morales stated that she and Office Manager Lisa Loggans call and offer the utility relief to anyone on the disconnect list each month. Town Manager Greg Jones stated that originally the utility relief program was designed to be a one time only request, but it is being changed to include multiple requests once the budget is signed by the governor.

3. **Public Hearing: FY 2022 Budget: Monday, May 10th at 6:00 P.M.**
Motion to approve Public Hearing: FY 2022 Budget: Monday, May 10th at 6:00 P.M.

Motion by: Jo Ann Castle

2nd by: Daris Hartsock

VOTE: Aye: 4

Nay:

Absent: 1

Abstain:

Motion Carried.

4. **Special Called Meeting: Vote on FY 2022 Budget: Monday, June 7th at 6:00 P.M.**
Motion to approve Special Called Meeting: Vote on FY 2022 Budget: Monday, June 7th at 6:00 P.M.

Motion by: Jo Ann Castle
2nd by: Daris Hartsock
VOTE: Aye: 4
Nay:
Absent: 1
Abstain:

Motion Carried.

- 5. Close and Transfer: CD 10044135 to VIP Stable NAV Liquidity Pool in the amount of \$55,563.54**
Town Manager Greg Jones stated that this will allow us to get a better interest rate because the CD that we are paying now is 0.16% return and the NAV is just under 1% at .97%. Town Manager Jones stated that the CD has a very short window to close it. Chairman Cassell stated that the money can be taken out of the investment pool anytime with no penalties.

Motion to close CD 10044135 and transfer to VIP Stable NAV Liquidity Pool in the amount of \$55,563.54.

Motion by: Jo Ann Castle
2nd by: Daris Hartsock
VOTE: Aye: 4
Nay:
Absent: 1
Abstain:

Motion Carried.

XI. CLOSED SESSION

Motion made for Sanitation Authority to enter into closed session to discuss legal issues: Scott County PSA Contract

Motion by: Daris Hartsock
2nd by: Bob Richards
VOTE: Aye: 4
Nay:
Absent: 1
Abstain:

Motion Carried.

Chairperson Roger Cassell opened the closed session at 6:21 P.M.

• RETURN FROM CLOSED SESSION

Sanitation Authority returned from closed session at 6:44 P.M.

Motion made for Sanitation Authority to return from closed session.

Motion by: Daris Hartsock
2nd by: Bob Richards
VOTE: Aye: 4
Nay:
Absent: 1
Abstain:

Motion Carried.

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: Jo Ann Castle, Daris Hartsock, Bob Richards, Roger Cassell
 Nay:
 Absent: Sandra Craft
 Abstain:

• **MOTIONS FROM CLOSED SESSION: NONE**

XII. OTHER BUSINESS - NONE

XIII. ADJOURN

Motion made for Board to adjourn to the Public Hearing: FY 2022 Budget on May 10, 2021 at 6:00 p.m.

Motion by: Jo Ann Castle

2nd by: Daris Hartsock

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

Motion Carried.

Chairman Roger Cassell, adjourned the meeting at 6:46 P.M.

Roger Cassell – Chairman

Town Clerk – Lydia Morales