

MINUTES

CALL TO ORDER/ROLL CALL

The Wise County Public Service Authority held its regular monthly Board Meeting on Tuesday, January 13, 2025, at 6:04 p.m. Ralph Gilley, Chairman, called the regular monthly meeting to order and the Director, Cody McElroy, called roll.

*Members Present:*

Ralph Gilley, Chairman  
JH Rivers, Treasurer  
Hibert Tackett, Jr.  
Rusty Peters  
Robby Robbins  
Worley Smith  
Bob Adkins

*Absent:*

Fred Luntsford, Vice Chairman

*Also Present:*

Cody McElroy, Executive Director  
Will Sturgill, Wise County PSA Attorney  
Alexis Fleming, Recording Secretary

PRAYER/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

A motion was made by Robby Robbins, and seconded by Worley Smith, to approve the agenda as amended. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

**REORGANIZATION**

A motion was made by JH Rivers, and seconded by Rusty Peters, to nominate Cody McElroy to be the temporary Chairman. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

Temporary Chairman Cody McElroy opened nominations for election of officers.

JH Rivers nominated Ralph Gilley for Chairman. Worley Smith made a motion to cease nominations and appoint Ralph Gilley Chairman by acclamation. The motion was seconded by Robby Robbins. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

Cody McElroy turned the meeting over to the re-elected Chairman Ralph Gilley.

Ralph Gilley nominated Fred Luntsford for Vice Chairman. JH Rivers made a motion to cease nominations and appoint Fred Luntsford Vice Chairman by acclamation. The motion was seconded by Robby Robbins. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

Ralph Gilley nominated JH Rivers for Treasurer. Robby Robbins made a motion to cease nominations and appoint JH Rivers Treasurer by acclamation. The motion was seconded by Worley Smith. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

A motion was made by Robby Robbins, and seconded by Ralph Gilley, to leave the meeting time every month at 6:00 p.m. on the dates recommended in the Board packet. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers			Fred Luntsford
Hibert Tackett, Jr.			
Rusty Peters			
Worley Smith			
Robby Robbins			
Ralph Gilley			
Bob Adkins			

The motion was passed.

A motion was made by Worley Smith, and seconded by Rusty Peters, to adopt the Robert's Rules of Order. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

Ralph Gilley advised the Board the Conflicts of Interest Filings need to be turned into Director Cody McElroy

A motion was made by Rusty Peters, and seconded by JH Rivers, to adopt a tie vote as being a No vote. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

**PUBLIC EXPRESSION**

**APPROVAL OF MINUTES**

A motion was made by Rusty Peters, and seconded by Robby Robbins, to approve the minutes of the December 9, 2025, meeting as presented. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

## **PROJECT UPDATES**

Director Cody McElroy submitted project updates on behalf of T&L.

### **Pound I/I**

After some meetings today and tonight's meeting, we hope to get with our staff to do scope for this project. We hope to have a recommendation next month for a contract to the bidder we had. We are hopefully proceeding in a reduced capacity, but the most important part of it is what we are going for.

### **Carfax**

We have closed funding for this project and another project that was combined on December 18<sup>th</sup>. We have a preconstruction conference scheduled for next Wednesday, so this project should begin relatively soon. Again, this is a "hurry up and wait" project, as the electrical components could take a while to come in.

Director Cody McElroy submitted project updates on behalf of Lane Group

### **Banner Sewer**

We did receive \$1.5 million in additional funding from DHCD. We are working with contractors, as it has been a while since we bid this project. The gravity contractor is on board, and ready to go. The pump station contractor is trying to figure out if they have the capacity since it has been so long since this project was bid. We are hoping next month that we will have direction from the board to proceed.

### **Pound System-Wide Improvements 2023**

They are connecting the new meters along the highway. I am hoping within 2 or 3 weeks that the old water line on Clintwood Highway will be abandoned, and everyone will be on the new system. That should bring us a great reduction in water loss in Pound. We're currently losing 60-80 gallons a minute of water that we can't really locate. We hope to have as much success as we did with the Highlands project with water loss reduction. They will move onto Old Indian Creek and Pound Bottom as well.

### **Pound WTP & Tank Projects**

The foundation for the tanks is being prepared and they should be pouring the slabs soon, and then we can begin to construct the tanks. The water plant contract is back to VDH for approval, and we hope to see that in the next couple weeks.

### **Appalachia Elementary School Sewer**

We spoke today with The Lane Group, they are waiting for some final information on the dispersal field that goes below the surface where the wastewater gets treated. Once that is completed, they will submit that to the health department for a permit, at which time we will have a discussion at our next meeting on how to proceed with that. I did submit a closure of the permit for the old Appalachian Elementary school sewer that expired at the end of the year, so we will continue to pump and haul until that new system goes in.

Director Cody McElroy submitted project updates for Mattern & Craig

### **Pound River Interceptor**

We have contacted federal agencies again on environmental with the new change that we approved last month at the board meeting to award the contract and reduce our impact on the stream. We have a path now to expedite that, and I think within the next month or so we will have that revised permit to begin work.

### **St. Paul Interconnect Study**

Rural development is unable to tell us any information when they will have anything, or how they will do things. They are currently sending things to other states for review due to being so short-staffed. We hope to hear something soon.

Director Cody McElroy submitted project updates for PSA

### **Riverview Extension Project**

We are around 80% complete with this project. We started December 1<sup>st</sup> along Cinnamon Lane and Riverview and then went to Powhatan and done some work on the backside toward Frederick. They paved today and there are only two connections left remaining. I hope by next month we will be looking at substantial completion and closing this project out.

**CLOSED SESSION**

A motion was made by Robby Robbins, and seconded by Worley Smith, to go into closed session at 6:17 p.m. under Virginia Code 2.2-3.711(A)(8). The vote follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

A motion was made by JH Rivers, and seconded by Robby Robbins, return to open session at 6:29 p.m. The vote follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

A closed session resolution, attached, was read aloud by Director Cody McElroy and a motion was made by J.H. Rivers, and seconded by Worley Smith, to adopt the resolution. The vote follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

**BOARD ACTION ITEMS**

A Request for Proposals was advertised in October to solicit engineering firms for our general engineering services contracts which expired at the end of December. Proposals were due November 20, 2025, and we received four (4) submissions. Upon staff review and consultation with legal counsel, it was deemed three (3) submissions were valid for review by the PSA. The PSA staff has reviewed and scored the three (3) submissions received and I have attached the summary score sheet of this process.

As a result of our review, I am therefore recommending the Board award term contracts for General Engineering Services (GES) to the top two (2) ranking firms based upon qualifications submitted in response to the request for proposals.

I recommend the Board award term contracts for GES and authorize the Executive Director to execute term contracts for one year with an additional four, one-year terms to Thompson & Litton and Mattern & Craig.

A motion was made by Rusty Peters and seconded by Worley Smith, to award term contracts for GES and authorize the Executive Director to execute term contracts for one year with an additional four, one-year terms to Thompson & Litton and Mattern & Craig.

Ayes

JH Rivers  
Hibert Tackett, Jr.  
Rusty Peters  
Worley Smith  
Robby Robbins  
Ralph Gilley  
Bob Adkins

Nays

Abstain

Absent

Fred Luntsford

The motion was passed.

A Request for Proposals was advertised in October to solicit Bond Counsel services as our current contract expired at the end of December. Proposals were due November 20, 2025, and we received one (1) submission.

I recommend the Board award a term contract for Bond Counsel services and authorize the Executive Director to execute term contracts for one year with an additional four, one-year terms to Spillman, Thomas, & Battle

A motion was made by Robby Robbins and seconded by Rusty Peters, to award a term contract for Bond Counsel services and authorize the Executive Director to execute term contracts for one year with an additional four, one-year terms to Spillman, Thomas, & Battle

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

### **DIRECTOR'S ITEMS**

#### Legislative Trip January 2026

Just a reminder, the legislative trip is coming up and I'll have an itinerary published that Ill share with everyone to have. We are still working on a meeting with the state corporation commission to discuss natural gas

### **FINANCIALS**

None

### **BOARD COMMENTS**

**ADJOURNMENT**

A motion was made by Worley Smith and seconded by Robby Robbins, to adjourn the meeting at 6:33 p.m. The vote was as follows.

Ayes	Nays	Abstain	Absent
JH Rivers Hibert Tackett, Jr. Rusty Peters Worley Smith Robby Robbins Ralph Gilley Bob Adkins			Fred Luntsford

The motion was passed.

ATTEST:

Wise County Public Service Authority

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chairman

**CERTIFICATION OF A CLOSED SESSION**

WHEREAS, The Wise County Public Service Authority has convened a Closed Session 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 2.2-374(2)(d) of the Code of Virginia requires a certification by the Wise County Public Service Authority that such Closed Session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Wise County Public Service Authority hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Session to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the Closed Session were heard, discussed, or considered by the Wise County Public Service Authority.

VOTE:

AYES: 7

NAYS: 0

ABSENT DURING VOTE:

ABSENT DURING MEETING: *Luntsford*

ATTEST:

*C. A. By*  
Executive Director, Clerk

WISE COUNTY PUBLIC SERVICE AUTHORITY

*Rob Bailey*  
Chairman

Date: \_\_\_\_\_