

**MINUTES**

**CALL TO ORDER/ROLL CALL**

The Wise County Public Service Authority held its regular monthly Board Meeting on Tuesday, March 10, 2025, at 6:01 p.m. Ralph Gilley, Chairman, called the regular monthly meeting to order and the Director, Cody McElroy, called roll.

***Members Present:***

Ralph Gilley, Chairman  
Fred Luntsford, Vice Chairman  
JH Rivers, Treasurer  
Hibert Tackett, Jr.  
Rusty Peters  
Bob Adkins  
Worley Smith

***Absent:***

Robby Robbins

***Also Present:***

Cody McElroy, Executive Director  
Jon Broskey, Lead Engineer  
Will Sturgill, Wise County PSA Attorney  
Alexis Fleming, Recording Secretary

**PRAYER/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

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

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

The motion was passed.

**PUBLIC EXPRESSION**

**APPROVAL OF MINUTES**

A motion was made by Rusty Peters, and seconded by Fred Luntsford, to approve the minutes of the February 10, 2026, meeting as presented. The vote was as follows.

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

The motion was passed.

**PROJECT UPDATES**

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

**Pound I/I**

We are still going through budget revision and rescoping. It's priority on our list this week to get with DEQ, but it is greatly diminished, as we mentioned last month, so I don't think there will be a lot of movement on remaining funds, unless we receive some additional funding.

**Carfax**

They are delivering some equipment to the treatment plant, and they are anticipating beginning construction in April, and it will take around 2 months for equipment change out. We are on schedule as anticipated.

Director Cody McElroy submitted project updates on behalf of Lane Group/RDA

**Banner Sewer**

We are handling construction admin and that started yesterday. They are going to be very aggressive with this project and we hope to have the gravity in, in approximately 5-6 months, with the pump station beginning after that.

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

This project is moving along on Old Indian Creek well. They did run into some rock again but are making progress. We were able to tie in the new line on Clintwood Hwy shortly after our last meeting and we were able to see the water plant production go from 19 hours a day to 11 hours a day.

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

We are still working through the water plant revision to advertise that. The tank project is continuing with both foundations poured and they should begin tank construction next week. We received another \$890,000 in ARPA grant funds through the Health Department for this project, this will free up some money for waterline replacement in Pound.

### **Pole Bridge Waterline Replacement**

We were able to work with rural development to be in a place to award this project. The Board awarded this a few months ago and we are able to get the notice out to the contractor and get the construction agreement ready. We are working with Robert Hilt to hopefully get some additional funds for this project. His goal is to get us an additional \$600,00 in grants and another \$212,00 in loans. This will finish up from Abror Rd through the flood control valve at the airport.

### **Appalachia Elementary School Sewer**

We do have the permit in hand from the Health Department. We are at the point where we can advertise the construction in the next 3 or 4 weeks once we decide what the next steps are. We do have grant dollars that can be spent to get the sewer system in the ground. This could get the building marketable in the future.

\*The consensus of the board was to move forward with construction.

Director Cody McElroy submitted project updates for Mattern & Craig

### **Pound River Interceptor**

We had the preconstruction conference on February 27<sup>th</sup>. We are currently waiting for March 15<sup>th</sup> so our new permit can be issued. The old nationwide permit expires, and we would have to receive another one before the 15<sup>th</sup> and again after, so they are waiting for the 15<sup>th</sup> before issuing another. We will have to get inventive with our ARPA funds for this. They have to be drawn down by the beginning of November and because of all the delays, that will be very difficult to do. We will be reaching out to LENOWISCO and maybe some of our federal legislatures to see about getting some assistance.

Director Cody McElroy submitted project updates for PSA.

### **Upper Guest River Sewer**

We are finishing ARC contract negotiations, and we are getting ready to start surveying so we can take off on design in house. We hope to be ready to bid in the next couple of months.

### **CLOSED SESSION**

**BOARD ACTION ITEMS**

The Banner Sewer Project is moving to construction immediately and as a part of the loan closing process for VRA, the Board must adopt the Authorizing Resolution for the funding package with VRA provided by DEQ. The project includes a loan of \$570,809 and \$654,015 in principle forgiveness. The loan is at 0% for 25 years.

The Board regularly adopts these resolutions as funding requires, most recently the Authority performed a bond closing for VDH funds related to BIL-04S-22.

Therefore, I am recommending the Board approve the Authorizing Resolution and Finance Agreement for the Banner Community Sewer Project C-515651 and authorize the Chair and Director to execute necessary documents

A motion was made by Rusty Peters and seconded by Worley Smith, to approve the Authorizing Resolution and Finance Agreement for the Banner Community Sewer Project C-515651 and authorize the Chair and Director to execute necessary documents.

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

The motion was passed.

Currently, the PSA personnel manual outlines in Policy 01-12 the policy and procedures for employees utilizing PSA vehicles including take-home vehicles. The current policy does not differentiate nor provide policy to incorporate IRS rules for taxation related to take-home vehicles. As a plan to incorporate the IRS rules we are presenting a revision to Policy 01-12 which references a new proposed policy, 01-28 for take-home vehicles.

Policy 01-28 defines those policies and procedures for taxation related to specific Authority vehicles and defines personnel which receive vehicles whom are required to respond 24/7 as needed by the Authority.

I am therefore recommending the Board approve the revision to Policy 01-12 and simultaneously adopt Policy 01-28 "Take-home Vehicles" for implementation immediately.

A motion was made by Ralph Gilley and seconded by Fred Luntsford to approve the revision to Policy 01-12 and simultaneously adopt Policy 01-28 "Take-home Vehicles" for implementation immediately.

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

The motion was passed.

I am requesting the June meeting be changed to either June 2<sup>nd</sup> or June 16<sup>th</sup> due to an unforeseen schedule conflict.

I recommend the Board make a motion to move the June meeting to the selected date at the pleasure of the Board.

A motion was made by Fred Luntsford and seconded by Rusty Peters to move the June meeting to June 16<sup>th</sup>.

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

The motion was passed.

**DIRECTOR'S ITEMS**

**FY27 Budget Introduction**

I wanted to have a brief intro on the budget as Bella, and I will be working on the upcoming budget in the coming weeks. We are looking at increasing the C&W contribution and we hope for \$100,000 this first year, if not more. We did get our insurance rate increase and it is 7%, and we will plan for inflation as we can and our typical cost of living increase as well as chip away at our capital when we can. We just wanted to let you all know that we are starting the process and if there is any input from you all we will be happy to hear that. Our intent is to bring a draft budget back in April and set a public hearing.

**FINANCIALS**

None

**BOARD COMMENTS**

**ADJOURNMENT**

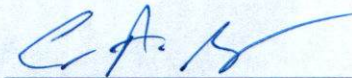
A motion was made by Worley Smith and seconded by JH Rivers, to adjourn the meeting at 6:25 p.m. The vote was as follows.

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

The motion was passed.

ATTEST:

Wise County Public Service Authority

  
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Director

  
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Chairman