**RUSSELL COUNTY PUBLIC SERVICE AUTHORITY - *CORRECTED***

**BOARD OF DIRECTORS REGULAR STATED MEETING MINUTES**

**Date:** September 15, 2026
**Time:** 6:00 PM
**Location:** Russell County Government Center, 141 Highland Drive, Lebanon, VA

## 1. CALL TO ORDER & ROLL CALL

The Regular Stated Meeting of the Russell County Public Service Authority Board of Directors was called to order at 6:00 PM by Chairman Harry Ferguson.

- **Board Members Present:**
  - Harry Ferguson, Chairman
  - Clifford Hess, Vice-Chairman
  - Stephen Perkins, Treasurer
  - Thomas Tignor, Secretary
  - Joe Huff
  - David Edmonds
  - Dave Cheek
- **Others Present:**
  - Chris Dye, Director
  - Penny Gilbert, Office Manager
  - Jeremy O'Quinn, Legal Counsel
  - Robbie Cornett, Thompson & Litton (T&L)

## 2. DEVOTIONAL & PLEDGE

- **Pledge of Allegiance:** Led by Chairman Harry Ferguson.
- **Opening Prayer:** Offered by Board Member Stephen Perkins.

## 3. APPROVAL OF AGENDA

- **Motion:** Made by David Edmonds to approve the agenda as presented.
- **Second:** Thomas Tignor.
- **Action:** Motion carried unanimously.

## 4. APPROVAL OF MINUTES

- **Motion:** Made by Thomas Tignor to approve the minutes from the August 18, 2026 Regular Stated Meeting.
- **Second:** Joe Huff.
- **Action:** Motion carried unanimously.

## 5. PUBLIC COMMENTS

Chairman Harry Ferguson opened the floor for public comments. Hearing none, the public comment period was closed.

## 6. REPORTS & PRESENTATIONS

- **Project Updates & Water Source Treatment Study:** Presented by Robbie Cornett (T&L).
- **Financial Report:** Presented by Director Chris Dye.
  - **Motion to Accept:** Made by Clifford Hess.

    - **Second:** Stephen Perkins.
    - **Action:** Motion carried unanimously.
- **Director's Report & Water Loss Report:** Presented by Director Chris Dye.

**7. BUSINESS ITEMS**

- **New Business:**
    - **Dante Wastewater Treatment Plant Project CDBG Public Hearing:**
        - **Motion:** Made by Clifford Hess to schedule a Public Hearing for the Community Development Block Grant (CDBG) regarding the Dante Wastewater Treatment Plant Project for ~~**October 20, 2026**~~, *Motion by Dave Cheek, Second by Stephen Perkins to Amend Date to October 13, 2026 Motion Carried* at 6:15 PM.
        - **Second:** Joe Huff.
        - **Action:** Motion carried unanimously.
- **Old Business:** None.

**8. ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting.

- **Motion:** Made by Dave Cheek.
- **Second:** Joe Huff.
- **Action:** Motion carried unanimously. The meeting was adjourned at 7:50 PM.

**9. NEXT SCHEDULED MEETING**

The next Regular Stated Meeting of the Russell County Public Service Authority Board of Directors is scheduled for ~~**October 20, 2026**~~, *Motion by Dave Cheek, Second by Stephen Perkins to Amend Date to October 13, 2026 and include Public Hearing and Special Called Meeting Motion Carried* **at 6:00 PM** at 141 Highland Drive, Lebanon, VA, with a Public Hearing scheduled for **6:15 PM**.

Motion to Approve: Joe Huff

Second: Thomas Tignor

Motion Carried: Yes

Date: October 13, 2026

Thomas Tignor

Thomas Tignor, Secretary

**RUSSELL COUNTY PUBLIC SERVICE AUTHORITY**

**BOARD OF DIRECTORS MEETING MINUTES**

**October 13, 2026 | 6:00 PM**

**137 Highland Drive, Lebanon, Virginia 24266**

## CALL TO ORDER & ROLL CALL

Chairman Harry Ferguson called the meeting to order at 6:00 PM.

- **Purpose:** Public Hearing on the Re-allocation of Community Development Block Grant (CDBG) funds; Special Called Meeting for the joint grant application with the Russell County Industrial Development Authority (IDA); and Regular Stated Monthly Meeting (rescheduled from original date of October 20, 2026).

- **Board Members Present:**
  - Harry Ferguson, Chairman
  - Stephen Perkins, Treasurer
  - Thomas Tignor, Secretary
  - Joe Huff
  - David Edmonds
  - Dave Cheek

- **Board Members Absent:**
  - Clifford Hess, Vice Chairman

- **Staff & Guests Present:**
  - Lonzo Lester, County Administrator
  - Chris Dye, PSA Director
  - Penny Gilbert, Office Manager
  - Jeremy O'Quinn, Legal Counsel
  - Robbie Cornett, Thompson & Litton (T&L)

## MEETING PROCEEDINGS

**1. Opening Ceremonies**

- **Pledge of Allegiance:** Led by Chairman Harry Ferguson.
- **Invocation:** Delivered by Board Member David Edmonds.

**2. Approval of Agenda**

- **Motion:** Dave Cheek moved to approve the agenda as presented.
- **Second:** Stephen Perkins.
- **Action:** Motion carried unanimously.

**3. Approval of Minutes**

- **Amendment:** Prior to approving the minutes of the September 15, 2026 Regular Stated Meeting, a motion was made by Dave Cheek and seconded by Stephen Perkins to amend the September 15, 2026 minutes as follows:
    - **Section 7 (Motions):** Change the date of the Public Hearing from October 20, 2026, to October 13, 2026.
    - **Section 9:** Change the date of the next scheduled meeting from October 20, 2026, to October 13, 2026, and explicitly include the Public Hearing and Special Called Meeting.
    - *Note: Corrected minutes, the Public Notice for the Special Called Meeting, and the Notice of Public Hearing are attached hereto.*
- **Approval:** Motion by Joe Huff, seconded by Thomas Tignor, to approve the September 15, 2026 minutes as amended.
- **Action:** Motion carried unanimously.

**4. Public Comment Period**

- Chairman Ferguson opened the floor for public comments. Hearing none, the public comment period was closed.

**5. Public Hearing – Re-allocation of CDBG Grant Funds**

- **Background:** The original CDBG grant was allocated for the installation of a sewer main extending from Dante to the Town of St. Paul Wastewater Collection System. Due to a funding shortfall, the project scope was modified to upgrade and improve the existing Dante Community Wastewater Treatment Plant located at 904 Old YMCA Road.
- **Overview:** A project overview was presented to the Board and public.
- **Public Comments:** None.
- **Closure:** Following Board discussion, the Public Hearing was officially closed at 6:42 PM.
- **Action Taken:** Upon closing the Public Hearing, Dave Cheek made a motion to retain Thompson & Litton (T&L) for Professional Engineering Services regarding the Dante Wastewater Treatment Plant improvements/upgrades. Seconded by Joe Huff.
- **Action:** Motion carried unanimously.

**6. Special Called Meeting – Joint Grant Application (Carbo Area Water Line Extension)**

- **Overview:** Discussion was held regarding a joint grant application between the Russell County Industrial Development Authority (IDA) and the Russell County PSA. The project involves extending public water service to the Moss 3 Site in the Carbo area to support industrial development.
- **Action Taken:** Motion by Dave Cheek, seconded by Joe Huff, to submit a co-application with the IDA for the industrial development site in Carbo, contingent upon receiving approval from all necessary regulatory agencies, including the Virginia Department of Health (VDH).
- **Action:** Motion carried unanimously.

**7. Executive Session**

- Executive Session was waived; no executive session was held.

**8. Project Updates**

- Robbie Cornett (T&L) provided updates on ongoing engineering and infrastructure projects.

**9. Financial Review**

- Chris Dye presented the monthly financial review.
- **Motion:** Thomas Tignor moved to approve the financial report as presented.
- **Second:** Stephen Perkins.
- **Action:** Motion carried unanimously.

**10. Water Loss & Director's Report**

- Chris Dye presented the monthly Water Loss Report and the Director's Operational Report.

**11. New Business**

- **NSF Payment Policy:** The Board reviewed a proposed policy regarding Non-Sufficient Funds (NSF) payments.
- **Motion:** Thomas Tignor moved to approve the NSF Payment Policy as presented (copy attached).
- **Second:** Joe Huff.
- **Action:** Motion carried unanimously.

**12. Old Business**

- None.

## ADJOURNMENT

With no further business to come before the Board, Dave Cheek moved to adjourn the meeting, seconded by Joe Huff. Motion carried unanimously, and the meeting adjourned at 7:35 PM.

**Next Scheduled Meeting:**

The next Regular Stated Board Meeting is scheduled for **Tuesday, November 17, 2026, at 6:00 PM** at 141 Highland Drive, Lebanon, Virginia.

Motion to Approve: Dave Edmonds

Date: 11/17/24

Second By: Dave Cheek

Motion Carried: YES

Thomas Tignor, Secretary