

At the Annual meeting of the Nelson County Service Authority held on September 17, 2020 at the Nelson County Service Authority, Administrative Building thereof:

Present: Gary Sherwood, Chairman  
Justin Shimp, Vice-Chairman  
Ernie Reed  
Jesse Rutherford  
David S. Hight  
George Miller, Executive Director  
Jennifer Fitzgerald, Secretary/Treasurer  
Jim Bowling, Attorney

**AGENDA ITEM 1. EMPLOYEE RECOGNITION**

Mr. Sherwood presented a clock/plaque to Mr. David Butler for 30 years of service with the Nelson County Service Authority. He will be retiring on September 30, 2020.

**AGENDA ITEM 2. CLOSED SESSION**

On a motion duly made by Mr. Reed, seconded by Mr. Hight, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby enter into Closed Session pursuant to the Virginia Code §2.2-3711 (a)(3) disposition of publicly held real property because discussion in an open meeting would adversely affect our bargaining position.

On a motion duly made by Mr. Reed, seconded by Mr. Hight, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby return to regular session.

**AGENDA ITEM 3. APPROVAL OF MINUTES**

On a motion duly made by Mr. Rutherford, seconded by Mr. Shimp, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby approve the minutes of the August 20, 2020 regular meeting.

**AGENDA ITEM 4. OFFICE MANAGER'S REPORT**

Mrs. Fitzgerald presented the Treasurer's Report for August 2020.

Mrs. Fitzgerald reported that the audit was completed on August 26-27, 2020 and they are hoping to present the final audit findings by the November meeting.

Mrs. Fitzgerald reported that back in August 2020 she contacted American National Bank to inquire about increased the line of credit from the current amount of \$600,000 to \$1M due to the interim expenses between financing and closing of the Wintergreen WWTP loan. The bank has approved the increase of the line of credit and they have sent paperwork to be signed by Mr. Miller.

On a motion duly made by Mr. Rutherford, seconded by Mr. Shimp, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby authorize Mr. Miller to sign the American National Bank Line of Credit paperwork to increase the line amount to \$1M.

**AGENDA ITEM 5. EXECUTIVE DIRECTOR'S REPORT**

Mr. Miller reported that Stevie Steele with CHA has joined us today to answer any questions or concerns there may be about the Wintergreen WWTP and the Schuyler WWTP projects.

On a motion duly made by Mr. Hight, seconded by Mr. Shimp, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby award the bid to OVIVO for \$986,585.

Mr. Miller reported the Schuyler CCTV has been completed and he is in the process of reviewing all the videos.

Mr. Miller reported that Schnabel Engineering which is a subcontractor for CHA performed core drilling at the Wintergreen WWTP. Also, 50% of the design notes have been received and Mr. Miller is currently reviewing them.

Mr. Miller reported the Piney River GAC system start up was held on August 31, 2020. However, the 3<sup>rd</sup> quarter TTHM samples failed and public notice will be going out to the Piney River customers in September.

#### **AGENDA ITEM 6. DIRECTOR'S COMMENTS**

Mr. Rutherford introduced Mr. Freddie Martin, resident at 461 Stage Road, Arrington, VA.

#### **AGENDA ITEM 7. PUBLIC COMMENTS**

Mr. Freddie Martin voiced his concern over the mandatory water connection policy. Mr. Martin has been having some quantity issues with his current well recently and had applied for a well permit with VDH and was approved. However, the well permit was revoked after VDH was notified by NCSA that the property is within 300 feet of the NCSA water main and within the mandatory connection area as stated in the NCSA Rules and Regulations. Mr. Martin does not want to connect to NCSA water and wants the board to consider allowing him to drill another well.

Mr. Rutherford suggested that staff contact Mr. Bowling and VDH for guidance and asked Mr. Martin to return to the October 15, 2020 meeting for a decision.

#### **AGENDA ITEM 8. ADJOURNMENT**

On a motion duly made by Mr. Rutherford, seconded by Mr. Hight, with Mr. Hight voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Shimp voting yes and Mr. Sherwood voting yes the following was resolved:

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby adjourn this meeting until October 15, 2020.

Prepared by: *John Inge Hight*

LEGAL MATTERS: Section 82.2-3711 (A)(3) of the State Code of Virginia

MOTION: REED

SECOND: HIGHT

DATE: SEPTEMBER 17, 2020

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nelson County Service Authority Board of Directors has convened an executive 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 82.2-3711 (A)(3) of the Code of Virginia requires a certification by the Nelson County Service Authority Board of Directors that such executive meeting was conducted in conformity with Virginia law;

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

VOTE: 5

AYES: 5

NAYES: 0

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0

  
Secretary of the Nelson County Service Authority Board of Directors