

At the regular monthly meeting of the Nelson County Service Authority held on April 21, 2022 at the Nelson County Service Authority, Administrative Building thereof:

Present: Justin Shimp, Chairman  
Ernie Reed, Vice-Chairman  
Robert McSwain  
David Hight  
Gary Sherwood  
George Miller, Executive Director  
Jennifer Fitzgerald, Secretary/Treasurer

Absent: Jim Bowling, Attorney

**AGENDA ITEM 1. APPROVAL OF MINUTES**

On a motion duly made by Mr. Hight, seconded by Mr. McSwain, with Mr. Sherwood voting yes, Mr. Hight voting yes, Mr. McSwain voting yes, Mr. Reed not present and Mr. Shimp 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 March 17, 2022 regular meeting.

**AGENDA ITEM 2. OFFICE MANAGER'S REPORT**

Mrs. Fitzgerald presented the Treasurer's Report for March 2022.

Mrs. Fitzgerald presented the Operating, Capital Improvements and personnel budget along with the rate structure for fiscal year 2022-2023.

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby approve the FY 22-23 Operating, Capital Improvements and Personnel Budgets along with the Rate Structure as presented.

Mrs. Fitzgerald presented the Consumer Confidence Reports, titled “Annual Drinking Water Quality Report” which contains data compiled by the Virginia Department of Health for fiscal year 2021. This report is required by the VDH to be distributed by July 1<sup>st</sup> each year. This report can be found on our website.

### **AGENDA ITEM 3. EXECUTIVE DIRECTOR’S REPORT**

Mr. Miller reported that CHA is working through issues with DEQ on the Stormwater Plan for the Schuyler WWTP project. CHA estimates that the Notice to Proceed will be issued around May 1<sup>st</sup>.

Mr. Miller reported the Wintergreen WWTP project began March 1, 2022 and the contractor is making significant progress. They have cleared trees, installed the silt fencing, completed the sediment trap, and are currently in the process of dismantling the old tertiary treatment tanks and isolating the #3 aeration basin.

Mr. Miller reported the engineer is waiting on the shop drawing submittal to be approved before proceeding with the Wintergreen manhole cover & frame project.

Mr. Miller reported the 8” Force main/6” well line project began March 21, 2022. So far 540 feet of 8” ductile iron pipe has been installed.

Mr. Miller reported the 6” Schuyler Raw water line project status has not changed.

Mr. Miller reported that an emergency RFP was issued on March 31, 2022 for right of way clearing, tree removal and stump grinding for a stretch of sewer main from 115 Main Street through the woods along the creek to 711 Front Street. The purpose of this project is to prevent future sewer manhole blockages and overflows resulting from tree root masses becoming lodged in the sewer main. This is the first step in moving towards having the sewer main lined in the future. Our engineer is working to create a Preliminary Engineering Report (PER) to apply for American Rescue Plan (ARP) grant funds when the applications are available. There was 1 sealed bid received.

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby award this contract to Creation Appreciation in the amount of \$32,700.

**AGENDA ITEM 4. SYSTEM MAPPING**

Mr. Reed will contact the County of Nelson about to their recommendation on a GIS program that can be used to map the NCSA service areas.

**AGENDA ITEM 5. DIRECTOR'S COMMENTS**

Mr. Reed asked about how much longer we will be meeting in the basement. Suggested dividing off a room big enough for a meeting area, public and seating, but also wire in electrical receptacles, heating and air.

**AGENDA ITEM 6. PUBLIC COMMENTS**

None

**AGENDA ITEM 7. ADJOURNMENT**

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby adjourn this meeting until May 19, 2022.

Prepared by:

