

At the regular monthly meeting of the Nelson County Service Authority held on August 18, 2022 at the Nelson County Service Authority, Administrative Building thereof:

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

Absent: Jim Bowling, Attorney
Ernie Reed, Vice-Chairman

AGENDA ITEM 1. APPROVAL OF MINUTES

On a motion duly made by Mr. Hight, seconded by Mr. Sherwood, with Mr. Shimp voting yes, Mr. Sherwood voting yes, Mr. Hight voting yes and Mr. McSwain 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 July 14, 2022 annual meeting.

AGENDA ITEM 2. OFFICE MANAGER'S REPORT

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

Mrs. Fitzgerald reported Robinson, Farmer, Cox Associates will be in the office August 31-September 2 for the annual financial audit.

Mrs. Fitzgerald mentioned the Administrative Office will be closed on September 5th for the Labor Day holiday.

Mrs. Fitzgerald presented information about the American Rescue Plan (ARP) grant funds. The ARP program will be accepting applications through December 15, 2022. They anticipate the authorization date being March 1, 2023. According to guidance from our DEQ representative any invoices from the contractor on the manhole portion of the Wintergreen WWTP project can not be paid out of VRA funds as that would be replenishing our account and would not be reimbursable from the ARP funds. Furthermore, we cannot use the Line of Credit to pay those invoices either as that would be considered a reserve. The only way we could possibly be eligible for ARP funds for this portion of the project is to pay the invoices to

Atkins Excavating out of our operating account. The DEQ representative is waiting for clarification on this new ARP program to make sure we will be eligible since the project has already begun. We have been advised if we are not eligible for ARP funds the amount paid out of the operating account can be reimbursed to the operating account through a payment application with VRA.

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby authorize use of operating funds to cover the Manhole portion of the Wintergreen WWTP project with anticipation ARP funds will be pursued to fund this portion of the project.

AGENDA ITEM 3. EXECUTIVE DIRECTOR'S REPORT

Mr. Miller reported on the progress of the Schuyler WWTP project. The contractor began boring under Rockfish River Road on July 25, 2022.

Mr. Miller reported on the progress of the Wintergreen WWTP project. The construction of the control building has begun. The excavation of the area where the fine screen building will be located has begun. The contractor estimates they are 45 days behind schedule.

Mr. Miller reported he has been working with several different contractors to get bids on either pipe bursting or pipe replacement of the Schuyler 6" raw water line. Several board members suggested contacting the property owners in the Johnson Hollow area to make them aware of the project and to discuss various concerns.

AGENDA ITEM 4. SYSTEM MAPPING

Mrs. Fitzgerald read an email from Mr. Reed with an update on this project.

AGENDA ITEM 5. DIRECTOR'S COMMENTS

Mr. McSwain commented about the bat study and use of the Wintergreen Nature Foundation.

AGENDA ITEM 6. PUBLIC COMMENTS

None

AGENDA ITEM 7. CLOSED SESSION

On a motion duly made by Mr. Shimp, seconded by Mr. Hight, with Mr. Shimp voting yes, Mr. Sherwood voting yes, Mr. Hight voting yes and Mr. McSwain 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)(1), a personnel matter involving salary or other compensation of a specific employee.

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

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

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby authorize a 4% merit raise for Mr. George Miller, Executive Director based on his performance evaluation.

AGENDA ITEM 8. ADJOURNMENT

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

BE IT RESOLVED, That the Nelson County Service Authority Board of Directors does hereby adjourn this meeting until September 15, 2022.

Prepared by: Allyn Howard

LEGAL MATTERS: Section §2.2-3711 (A)(1) of the State Code of Virginia

MOTION: SHIMP

SECOND: HIGHT

DATE: AUGUST 18, 2022

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 §2.2-3711(A)(1) 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: 4

AYES: 4

NAYES: 0

ABSENT DURING VOTE: 1

ABSENT DURING MEETING: 1


Secretary of the Nelson County Service Authority Board of Directors