

At the regular monthly meeting of the Nelson County Service Authority held on August 19, 2021 at the Nelson County Service Authority, Administrative Building thereof:

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

Absent: Justin Shimp, Chairman
Jesse Rutherford
Jim Bowling, Attorney

AGENDA ITEM 2. APPROVAL OF MINUTES

On a motion duly made by Mr. Hight, seconded by Mr. Sherwood, with Mr. Sherwood voting yes, Mr. Hight voting yes, and Mr. Reed 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 15, 2021 annual meeting.

AGENDA ITEM 3. OFFICE MANAGER'S REPORT

Mrs. Fitzgerald presented the Treasurer's Report for July 2021. There was a discussion about how to proceed with the CD that matured at American National Bank in July. The decision was delayed until next month until further information can be gathered.

Mrs. Fitzgerald provided an update on the COVID-19 Municipal Utility Relief Program allocations. In July, we were able to provide assistance in the amount of \$3,358.21 to our customers.

Mrs. Fitzgerald stated the sewer rates and overage rates increased in the budget will appear on next month's billing statements.

Mrs. Fitzgerald stated that she has been an employee of the Nelson County Service Authority for 25 years as of July 26th.

AGENDA ITEM 4. EXECUTIVE DIRECTOR'S REPORT

Mr. Miller reported that we are working on obtaining easements on the Schuyler WWTP project. Also, CHA is submitting plans to

VDOT, Nelson County Stormwater E&S review and DEQ for the certificate to construct. CHA plans to advertise the project for bid on October 17, 2021.

Mr. Miller reported that 24 individuals attended the pre-bid meeting for the Wintergreen WWTP project. The bid opening is scheduled for September 1st.

Mr. Miller reported that on August 12, 2021 a pre-construction meeting was held at Wintergreen for the 8" force main/6" well line replacement project. The contractor is waiting on materials to be delivered and the supplier has estimated a 12–15-week delay.

Mr. Miller stated a pre-construction meeting for the Schuyler Raw Water line project will be scheduled within the next week.

AGENDA ITEM 5. DIRECTOR'S COMMENTS

None

AGENDA ITEM 6. PUBLIC COMMENTS

Mr. McSwain commented that it was a wise decision to not invest in another CD due to current low interest rates.

AGENDA ITEM 7. CLOSED SESSION

On a motion duly made by Mr. Sherwood, seconded by Mr. Hight, with Mr. Sherwood voting yes, Mr. Hight voting yes and Mr. Reed 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 the performance evaluation of a specific employee.

On a motion duly made by Mr. Hight, seconded by Mr. Sherwood, with Mr. Sherwood voting yes, Mr. Hight voting yes and Mr. Reed 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. Hight, seconded by Mr. Sherwood, with Mr. Sherwood voting yes, Mr. Hight voting yes and Mr. Reed 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. Sherwood voting yes, Mr. Hight voting yes and Mr. Reed 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 16, 2021.

Prepared by: *John Hight*

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

MOTION: HIGHT

SECOND: SHERWOOD

DATE: AUGUST 19, 2021

CERTIFICATE 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: 3

AYES: 3

NAYES: 0

ABSENT DURING VOTE: 2

ABSENT DURING MEETING: 2



Secretary of the Nelson County Service Authority Board of Directors