

At the regular meeting of the Nelson County Service Authority held on April 16, 2020 via electronic communication means (telephonically) pursuant to and in accordance with Virginia Code 15.2-1413 and Emergency Ordinance 2020-01 adopted on March 26, 2020 by the Nelson County Board of Supervisors due to the worldwide COVID-19 pandemic thereof:

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

Absent: Jim Bowling, Attorney

### **INTRODUCTION**

The April 16<sup>th</sup> meeting is being held and conducted pursuant to and in accordance with Virginia Code 15.2-1413 and the Emergency Ordinance 2020-01 adopted on March 26, 2020 by the Nelson County Board of Supervisors. This meeting is held by telephonic means due to the worldwide COVID-19 pandemic. Should the public want to review the ordinance and other documents they can be found on the County of Nelson website [www.nelsoncounty-va.gov](http://www.nelsoncounty-va.gov)

According to the Emergency Ordinance it shall remain in full force and effect for a period of 60 days, unless amended, rescinded or readopted by the Board in conformity with the notice provisions set for in Virginia Code 15.2-1427 but in no event shall such ordinance be effective for more than 6 months.

This meeting is being audio recorded and minutes will be written accordingly.

This meeting will continue by telephonic means, the agenda has been disbursed to the public and media as requested. We will continue with the normal agenda and allow time at the end for public comments. When giving a report or making comments please identify yourself before speaking. All votes will remain a roll call vote.

\* \*Are there any questions about the process? \*\*

The Nelson County Service Authority is an essential business and has continued to operate to that effect.

Announce that a quorum exists and we shall proceed with the Approval of minutes.

## **AGENDA ITEM 1. APPROVAL OF MINUTES**

On a motion duly made by Mr. Rutherford, seconded by Mr. Reed, with Mr. Shimp voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Sherwood voting yes and Mr. Hight 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 19, 2020 regular meeting.

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

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

Mrs. Fitzgerald reported at the February 20, 2020 Board of Directors meeting that Precision Measurements was awarded the CCTV contract for the Wintergreen WWTP project. At the March 19, 2020, she reported the pre-construction meeting has been scheduled with the CCTV contractor for the end of March, with work anticipated to start in mid-April. On April 1, 2020 the Service Authority was contacted by Precision Measurements that they will not be moving forward with this project without any explanation. Our engineer has suggested moving forward with contacting their surety company and requesting their bid bond of 5%, which is \$6,095.10 due to default on their bid.

Mrs. Fitzgerald reported the Service Authority along with the County of Nelson proceeded with the payoff of the Route 29 Sewer Corridor Loan on April 1, 2020. The payoff satisfies one of the conditions in the Schuyler WWTP project letter of conditions from USDA-Rural Development.

Mrs. Fitzgerald presented the Fiscal year 2020-2021 Budget information including the rate structure along with the operating, capital improvements and personnel budget. There was discussion about the water and sewer rates and the decision not to change the rates. There was discussion about the operating expenses and capital projects. There is concern about the unknown financial status of our customer base in the future due to the impacts of COVID-19. The Board decided to table the decision to adopt the budget until next month's meeting.

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

Mr. Miller stated he has provided DEQ with the quarterly progress report per the Consent Order for Schuyler WWTP and Wintergreen WWTP.

Mr. Miller stated on April 2, 2020, he emailed DEQ to request a 12-month extension on the Consent Orders for both the Schuyler WWTP and Wintergreen WWTP projects. This extension would halt all projects exactly where they are currently and resume in 12-months. The Service Authority is required to operate daily to ensure water continues to flow and our wastewater treatment system continue to operate while protecting our source water and the environment. This request was due to expected financial hardships by our customers which would affect our revenue and ability to meet financial responsibilities.

Mr. Miller stated he contacted USDA-Rural Development on April 2, 2020 to inquire if halting all capital projects including the Schuyler WWTP and Wintergreen WWTP projects would affect the Letter of Conditions. USDA-Rural Development replied the letter of conditions would remain in effect.

Mr. Miller stated all capital projects have been halted due to the COVID-19 pandemic and will resume when we can safely gather and have financial stability.

#### **AGENDA ITEM 4. DIRECTOR'S COMMENTS**

Mr. Shimp stated the Wintergreen 8" pressure sewer/6" water line replacement project and other capital projects need to come back to the board to decide when to move forward. Mr. Miller stated that would be done. Mr. Miller stated no design or bids have been received for the Schuyler WWTP project yet, but he feels certain a package plant will be put in. Mr. Miller stated he needs DEQ to understand the need for the 12-month extension on both the Schuyler WWTP and Wintergreen WWTP projects.

Mr. Hight requested to have the engineer with CHA come back before the board to address them on the Schuyler WWTP and Wintergreen WWTP projects.

Mr. Rutherford stated Schuyler residents shouldn't have to pay higher rates without results.

Mr. Reed had no comments.

Mr. Sherwood stated he wants to see the cash flow and average delinquency for 3-4 months.

#### **AGENDA ITEM 5. PUBLIC COMMENTS**

Mr. McSwain concurred to move forward with the Schuyler WWTP project and don't change the sewer rates.

Mr. Nicholas Cropper had no comment.

**AGENDA ITEM 6. ADJOURNMENT**

On a motion duly made by Mr. Sherwood, seconded by Mr. Rutherford, with Mr. Shimp voting yes, Mr. Rutherford voting yes, Mr. Reed voting yes, Mr. Sherwood voting yes and Mr. Hight 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 21, 2020.

Prepared by: \_\_\_\_\_