

At the Annual meeting of the Nelson County Service Authority held on July 20, 2023 at the Nelson County Service Authority, Administrative Building thereof:

Present: David Hight, Vice-Chairman
Sergio Sanchez
Justin Shimp
Robert McSwain
George Miller, Executive Director
Jennifer Fitzgerald, Secretary/Treasurer

Absent: Jim Bowling, Attorney
Ernie Reed, Chairman

AGENDA ITEM 1. ORGANIZATIONAL MATTERS

On a motion duly made by Mr. Shimp, seconded by Mr. Sanchez, with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 appoint Mr. Ernie Reed, Chairman; Mr. David Hight, Vice-Chairman for FY23-24.

On a motion duly made by Mr. Shimp, seconded by Mr. Hight, with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 appoint Mrs. Jennifer Tyree Fitzgerald as Secretary/Treasurer.

On a motion duly made by Mr. McSwain, seconded by Mr. Shimp with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 set the board meetings for FY23-24 to begin at 8:30am on the 3rd Thursday of every month at the Nelson County Service Authority Administrative Building-Basement at 620 Cooperative Way, Arrington, VA 22922.

AGENDA ITEM 2. APPROVAL OF MINUTES

On a motion duly made by Mr. McSwain, seconded by Mr. Sanchez, with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 June 15, 2023 regular meeting.

AGENDA ITEM 3. OFFICE MANAGER'S REPORT

Mrs. Fitzgerald presented the Treasurer's Report for June 2023.

Mrs. Fitzgerald gave an update on the Lovington Sewer project. In the board package 2 letters were included that were sent to the County Administrator to provide the Board of Supervisors a list of capital needs and future projects that NCSA may need assistance funding. Mrs. Fitzgerald has spoken with USDA-Rural Development about funding and has started the process of applying for a SEARCH grant. A resolution provided by Rural Development will need to be adopted to allow Mrs. Fitzgerald to move forward with applying for this grant and financial assistance on this project.

On a motion duly made by Mr. McSwain, seconded by Mr. Sanchez, with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 authorize Mr. Miller to sign the Resolution for the USDA-Rural Development SEARCH grant.

Mrs. Fitzgerald reported on the Black Creek Reservoir dredging progress. An Open Water Exclusion Checklist was completed and returned to DEQ. Mrs. Fitzgerald has been in contact with the Army Corp in reference to permitting requirements. A standard joint permit application was submitted to the Army Corp. and so far, a project number and project manager have been assigned.

Mrs. Fitzgerald requested that 2 Board members volunteer to complete Mr. Miller's annual evaluation due at the August meeting. Mr. Hight and Mr. Sanchez volunteered.

AGENDA ITEM 4. EXECUTIVE DIRECTOR'S REPORT

Mr. Miller reported on the progress of the Schuyler WWTP project. The contractor has been doing the grading of the pump station for the installation of grid pavers. The site electrical was inspected and passed and plan to move forward with the setting of a power pole. The WWTP site is getting prepped to install the new manholes.

Mr. Miller reported receiving a Consent Order from the Virginia Dept. of Health for the Schuyler WTP due to TTHM exceedances. Mr. Miller explained the work he has done over the years to resolve this issue and many conversations with regulators and engineers. The Consent Order give 30 days to provide a Corrective Action Plan and Schedule for Compliance for review and approval. CHA will be completing this work before the deadline.

Mr. Miller reported on the progress of the Wintergreen WWTP project. The concrete as poured for the supports in the MBR building. The blowers were installed on the 2nd floor of the MBR building. The contractor has started the stair system to access the fine screen building. The contractor has prepped for the sheet piling the tie-back at the headworks building site. The generator pad has been placed.

Mr. Miller reported the Manhole frame and cover project should be finishing up soon and then the contractor will work on punch list items.

AGENDA ITEM 5. SYSTEM MAPPING

Mrs. Fitzgerald stated no updates on the LEAP grant application.

AGENDA ITEM 6. DIRECTOR'S COMMENTS

Mr. Shimp stated the City of Charlottesville was off on the budget by 15% and he applauded the NCSA staff on keeping the budget within 1%.

Mr. Shimp mentioned a meeting about the Larkin property coming up and also the new County of Nelson website is up.

AGENDA ITEM 7. PUBLIC COMMENTS

None

AGENDA ITEM 8. ADJOURNMENT

On a motion duly made by Mr. Shimp, seconded by Mr. McSwain, with Mr. Shimp voting yes, Mr. Sanchez voting yes, Mr. McSwain 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 August 17, 2023.

Prepared by: *John Ince Hyslop*