

At the regular monthly meeting of the Nelson County Service Authority held on June 16, 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. Reed, 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 minutes of the May 19, 2022 regular meeting.

AGENDA ITEM 2. OFFICE MANAGER'S REPORT

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

Mrs. Fitzgerald reported the annual inspection of the Black Creek Dam was submitted to the Department of Conservation and Recreation (DCR) on May 25, 2022. The regular Operation and Maintenance Application was submitted to DCR on June 3, 2022. The permit will expire in August 2028.

Mrs. Fitzgerald presented the board with information about concerns in reference to building permit fees charged to the contractors working on both the Wintergreen WWTP and Schuyler WWTP projects. The Wintergreen contractor, English Construction paid over \$70,000 in building permit fees and the Schuyler contractor, WGK Construction has been quoted over \$11,000 in building permit fees from Nelson County. CHA suggested that we approach the Board of Supervisors and ask for a waiver of these fees due to the projects being mandatory under consent order from DEQ and all cost in turn are passed on to the customers. The consensus from the members was to send a letter to the Board of Supervisors asked for a waiver or reduction in fees to be addressed at their July 12, 2022 meeting.

AGENDA ITEM 3. EXECUTIVE DIRECTOR'S REPORT

Mr. Miller reported on the progress of the Schuyler WWTP project. He stated the project sign has been placed at the job site. During a meeting with both contractors, they have asked for a delay in issuing the Notice to Proceed. WGK is waiting on an estimated delivery schedule for the package plant and pumping station. Mendon is waiting on DEQ to issue the stormwater permit to Nelson County so Nelson County can issue the land disturbance permit. DEQ personnel has been contacted to try an expedite the permit process. Mr. Miller provided a loan resolution which includes the additional loan amount and amended letter of conditions from USDA.

On a motion duly made by Mr. McSwain, 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 Schuyler Sewer Project Loan Resolution dated June 16, 2022.

Mr. Miller reported on the progress of the Wintergreen WWTP project. The contractor has focused on grading and preparation for the new tank and building. At the last progress meeting the contractor estimated they are one month behind due to the extensive excavating, which included more than 250 dump truck loads of dirt.

Mr. Miller reported the 8" force main/6" well line project is complete and in service on May 26, 2022.

Mr. Miller reported on the 6" Schuyler Raw line project. Bowman Consulting has scheduled a meeting with potential contractors and anticipate receiving bids to complete this project.

Mr. Miller reported on the right of way clearing project in Lovington. Creation Appreciation completed this project on June 10, 2022.

AGENDA ITEM 4. SYSTEM MAPPING

Mr. Shimp stated he spoke with Susan Rorrer with the County of Nelson and they have a GIS locator they can loan NCSA and load the information we collect into the County's system. Mr. Shimp asked Mrs. Fitzgerald to follow up with Ms. Rorrer about this item.

AGENDA ITEM 5. DIRECTOR'S COMMENTS

None

AGENDA ITEM 6. PUBLIC COMMENTS

None

AGENDA ITEM 7. CLOSED SESSION

On a motion duly made by Mr. Reed, 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 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. 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 return to regular session.

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 authorize an increase of 5% to all employees along with an increase of 5% to the salary scale, effective July 1, 2022.

AGENDA ITEM 7. ADJOURNMENT

On a motion duly made by Mr. Hight, 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 adjourn this meeting until
July 21, 2022.

Prepared by: *J. Inu Herald*

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

MOTION: REED

SECOND: HIGHT

DATE: JUNE 16, 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.

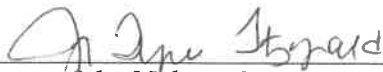
VOTE: 5

AYES: 5

NAYES: 0

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0


Secretary of the Nelson County Service Authority Board of Directors