

At the regular meeting of the Nelson County Service Authority held on  
May 16, 2024 at the Nelson County Service Authority, Administrative Building thereof:

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

Absent: Sergio Sanchez  
Jim Bowling, Attorney

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

On a motion duly made by Mr. Hight,  
seconded by Mr. McSwain, with Mr. Shimp abstaining, Mr. McSwain 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  
April 18, 2024 regular meeting.

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

Mrs. Fitzgerald presented the Treasurer's  
Report for April 2024.

Mrs. Fitzgerald presented information about  
a Certificate of Deposit that is eligible for renewal at UVA Community Credit Union.

On a motion duly made by Mr. Shimp,  
seconded by Mr. McSwain, with Mr. Shimp voting yes, Mr. McSwain 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 Mrs. Fitzgerald to  
obtain a Certificate of Deposit from UVA Community Credit Union in the amount of  
\$100,000 with an interest rate of 4.75% APY for 15 months.

Mrs. Fitzgerald informed the Board of  
Directors that the trees and plaque in Memory of Mr. Gary Sherwood were purchased and  
have been placed at the Tye River Park by members of the Massies Mill Ruritan Club.

Mrs. Fitzgerald stated a draft memo along with drafts of the support agreement and bond in reference to the Lovingson sewer project from Bond Counsel to USDA-Rural Development have been reviewed by NCSA staff and forwarded to the County Administrator for her review. Bond Counsel then plans to submit the documents to the National Office of General Counsel of Rural Development for their approval of the use of these documents for this project.

Mrs. Fitzgerald stated there is no additional information available for the Larkin Property project.

Mrs. Fitzgerald stated there is no update on the Black Creek Reservoir dredging application.

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

Mr. Miller reported there was no progress meeting held in May for the Schuyler WWTP project. The contractor has completed most of the punch list items. This project is close to completion.

Mr. Miller reported the progress meeting was held on May 15<sup>th</sup> for the Wintergreen WWTP project. CVEC will be onsite next week to provide permanent power to the MBR building. The EQ basin is being cleaned by Industrial Vacuum Services from North Carolina. They are removed the sludge and grit in preparation for the new plant startup. Ovivo has been onsite modifying the framing and cassettes in the MBR tank.

Mr. Miller reported the PER was submitted to the Virginia Department of Health on May 1<sup>st</sup> as required in the Consent Order for the Schuyler Water Treatment Plant TTHM compliance issue. The PER recommends a phase in approach. VDH reviewed the document and suggested revisions to provide more detail and clarification by June 7, 2024.

### **AGENDA ITEM 4. SYSTEM MAPPING**

Mrs. Fitzgerald reported the Wintergreen mapping began on May 13<sup>th</sup>. CHA has been provided the physical addresses and account numbers for each location on our system. This information will be incorporated into the mapping to help locate services on the map.

### **AGENDA ITEM 5. DIRECTOR'S COMMENTS**

Mr. Reed reported the Broadband Authority has been dissolved.

**AGENDA ITEM 6. PUBLIC COMMENTS**

None

**AGENDA ITEM 7. CLOSED SESSION**

On a motion duly made by Mr. Shimp, seconded by Mr. McSwain, with Mr. Shimp voting yes, Mr. McSwain 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 appointment or promotion of particular officers or employees.

On a motion duly made by Mr. Shimp, seconded by Mr. Hight, with Mr. Shimp voting yes, Mr. McSwain 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.

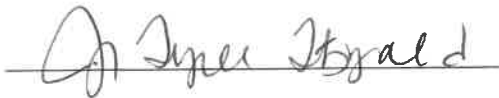
The Nelson County Service Authority Board of Directors congratulated Mrs. Jennifer Tyree Fitzgerald on her promotion to Assistant Executive Director.

**AGENDA ITEM 8. ADJOURNMENT**

On a motion duly made by Mr. Hight, seconded by Mr. Shimp, with Mr. Shimp voting yes, Mr. McSwain 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 June 20, 2024.

Prepared by:



LEGAL MATTERS: Section 82.2-3711 (A)(1) of the State Code of Virginia

MOTION: SHIMP

SECOND: HIGHT

DATE: MAY 16, 2024

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 82.2-3711(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