

At the Regular meeting of the Nelson County Service Authority held on September 15, 2026, at the Nelson County Service Authority, Administrative Building thereof:

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

Absent: Michael Derdeyn, Attorney

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

On a motion duly made by Mr. Hight, seconded by Mr. Reed, with Mr. Sanchez voting yes, Mr. Hight voting yes, Mr. McSwain absent during vote, 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 August 18, 2026, regular meeting.

### **AGENDA ITEM 2. ASSISTANT EXECUTIVE DIRECTOR'S REPORT**

Mrs. Fitzgerald presented the Treasurer's Report for August 2026.

Mrs. Fitzgerald reported the Letter of Intent to meet conditions and the Request for obligation of funds for the Lovington sewer project were signed and submitted to USDA-Rural Development on August 24, 2026.

Mrs. Fitzgerald reported that she met with bond counsel and USDA-Rural Development about the Letter of Conditions for the Lovington sewer project. At the August board meeting the possibility of changing the engineering firm for this project was discussed. This discussion was brought to the attention of the County Administrator who replied that would be up to the Service Authority. While meeting with USDA-Rural Development they were asked about any funding delays or problems this may cause and was advised that since the project has not gone to bid, if the Service Authority were going to change engineers now is the time. The consensus of the Board of Directors was to continue with CHA so that the project will not be delayed and move forward as quickly as possible. Bond Counsel has provided a new support agreement and Resolution for the County to review by their staff and legal counsel.

Mrs. Fitzgerald reported the Black Creek Reservoir water withdrawal permit with DEQ has been completed and after their review process a draft will be issued for the permit. This permit is renewed every 15 years.

Mrs. Fitzgerald reported the Schuyler STP permit renewal application has been reviewed and is complete. A draft permit will be sent after the appropriate review process and advertisement. The current permit expires December 31, 2026.

Mrs. Fitzgerald reported the Gladstone STP permit renewal application has been reviewed and is complete. A draft permit will be sent after the appropriate review process and advertisement. The current permit expires January 1, 2027.

Mrs. Fitzgerald stated a safety grant has been awarded for the purchase of safety items and signage.

Mrs. Fitzgerald stated Robinson, Farmer Cox Associates, were in the office performing the annual financial audit the end of August.

Mrs. Fitzgerald reported that Greg Hensley received a 20-year tenure award on September 5<sup>th</sup>.

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

Mr. Miller provided a timeline of events that have happened in reference to Wintergreen WWTP since last month's meeting. On August 17<sup>th</sup>, the warm weather performance testing on the OVIVO membranes at Wintergreen attended by NCSA and OVIVO was performed and failed based on the performance testing criteria set out by CHA. On August 17<sup>th</sup>, a follow-up email was sent to IWS about the availability of a Blu Box temporary plant and there is a possibility there will be one 100,000 gpd plant available before November. On September 4<sup>th</sup>, during a site visit the shop drawings and dimensions were verified. On September 11<sup>th</sup>, on call emergency response letters from Houff and WEL were provided to DEQ.

On a motion duly made by Mr. Reed, seconded by Mr. Sanchez, with Mr. Sanchez 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 Mr. Miller to move forward with the rental of one BluBox treatment plant for the winter months at the Wintergreen WWTP.

Mr. Miller reported receiving the signed Consent Order issued by DEQ for the Regional STP on September 10<sup>th</sup>. The deficiencies listed in the order have been corrected, the update to the O&M manual has been submitted to DEQ for review and the civil charge has been sent.

Mr. Miller reported that DEQ performed a compliance evaluation at the Gladstone STP location on July 7<sup>th</sup>. There were a few minor items that were addressed and on September 8<sup>th</sup> the inspector notified us this inspection has been closed out.

Mr. Miller reported that DEQ performed a compliance evaluation at the Schuyler STP location on August 18<sup>th</sup>. There were a few minor items that were addressed and corrections are due by September 29<sup>th</sup>.

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

Mrs. Fitzgerald reported a demo of the mapping program is set up for staff later today.

Mr. Shimp requested at the next meeting to have a demo of the program for the Board.

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

Mr. Reed stated there is a Board of Supervisors meeting later today and Mr. Shimp will be attending.

#### **AGENDA ITEM 6. PUBLIC COMMENTS**

None

#### **AGENDA ITEM 7. CLOSED SESSION**

On a motion duly made by Mr. McSwain, seconded by Mr. Sanchez, with Mr. Sanchez 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 closed session in reference to Code of Virginia §2.2-3711 (A)(1), personnel matter involving job assignments of specific employees and §2.2-3711 (A)(7), consultation with staff about probable future litigation.

On a motion duly made by Mr. McSwain, seconded by Mr. Reed, with Mr. Sanchez 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 regular session.

**AGENDA ITEM 8. ADJOURNMENT**

On a motion duly made by Mr. Sanchez, seconded by Mr. Hight, with Mr. Sanchez 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 October 20, 2026.

Prepared by: 

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

MOTION: MCSWAIN

SECOND: HIGHT

DATE: SEPTEMBER 15, 2026

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

  
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Secretary of the Nelson County Service Authority Board of Directors

LEGAL MATTERS: Section §2.2-3711 (A)(7) of the State Code of Virginia

MOTION: MCSWAIN

SECOND: HIGHT

DATE: SEPTEMBER 15, 2026

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)(7) 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.

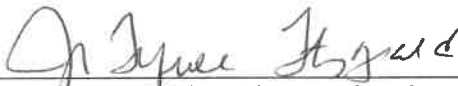
VOTE: 5

AYES: 5

NAYES: 0

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0

  
Secretary of the Nelson County Service Authority Board of Directors