

At the regular meeting of the Nelson County Service Authority held on November 16, 2023 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 October 19, 2023 regular meeting.

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

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

Mrs. Fitzgerald reported the Lovington sewer project PER has been approved by the Rural Development State Engineer in Richmond. An Environmental Review will not be necessary for this project. As mentioned last month Rural Development funding should be available in December.

Mrs. Fitzgerald stated there is no status change on the Black Creek drudging project.

Mrs. Fitzgerald stated last month it was reported that the General Engineering Services RFP committee chose to continue to work with CHA for upcoming projects. A General Engineering Services agreement has been created and a motion is needed to authorize Mr. Reed as Chairman to enter into this agreement with CHA.

On a motion duly made by Mr. McSwain, 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 authorize Mr. Reed to sign the General Engineering Services agreement with CHA.

Mrs. Fitzgerald reported that operators and maintenance personnel attended a VA811 training this week conducted by the Southwest Virginia VA811 education and public awareness liaison. Employees were given information about 811 practices, laws changes this year and the Damage Prevention Act.

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

Mr. Miller reported there was no progress meeting in November for the Schuyler WWTP project. The contractor provided the following update on the project. The fence and grid pavers were installed at the pump station. The manufacturer of the pumping station provided training to our operators and maintenance staff on November 7<sup>th</sup>. The WWTP has been in operation for about 3 weeks. Our operator has been pulling weekly samples to monitor the plant and make adjustments to treatment as needed.

Mr. Miller reported there was no progress meeting in November for the Wintergreen WWTP project. The contractor provided the following updates. The MBR building roof installation, electrical conduit and equipment and HVAC installations have been completed. The HVAC installation is completed in the fine screen building. The installation of the gas detection system has begun. The concrete foundation, building walls, channels and retaining wall have been placed at the headworks building. The aeration system in digesters #1 and #2 has been completed along with the backfilling around the tank and welding of the steel beams for the monorail system on the MBR tank.

Mr. Miller stated the manhole frame & cover portion of the Wintergreen WWTP project was completed in mid-October.

Mr. Miller reported on the Schuyler WTP TTHM project. The Service Authority received a grant for \$45,000 from the Virginia Dept. of Health to use for the TTHM Study and PER.

On a motion duly made by Mr. Hight, seconded by Mr. Shimp, with Mr. McSwain voting yes, Mr. Shimp 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 Mr. Miller to sign the VDH Drinking Water Planning Fund Agreement VDH Fund Number: PF 349-23.

**AGENDA ITEM 4. SYSTEM MAPPING**

Mrs. Fitzgerald reported that VDH has awarded the Service Authority a principal forgiveness loan for \$150,000 through the FY 2022 Bipartisan Infrastructure Law (BIL) for the Lead Service Line Inventory Program.

On a motion duly made by Mr. McSwain, seconded by Mr. Shimp, with Mr. McSwain voting yes, Mr. Shimp 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 Mr. Miller to send a letter to VDH accepting the funding package offer for \$150,000 as all principal forgiveness (grant) BIL-56L-22.

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

Mr. Hight inquired about having a planning session with personnel.

**AGENDA ITEM 6. PUBLIC COMMENTS**

None

**AGENDA ITEM 7. ADJOURNMENT**

On a motion duly made by Mr. Hight, seconded by Mr. McSwain, with Mr. McSwain voting yes, Mr. Shimp 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 December 21, 2023.

Prepared by: 

