

**HCSA Regular Board Meeting
January 18, 2024**

A regular meeting of the Board of Directors of the Halifax County Service Authority was held on January 18, 2024 at 3:30 PM in the Authority conference room located at 2529 Houghton Avenue in the Town of South Boston, Virginia.

The meeting was called to order by the Executive Director. A moment of silence was observed.

The Secretary called the roll for Directors present. The result was as follows:

Present:	Hope Harris-Gayles	Kathy Bane
	George Leonard	Daniel Lloyd

Absent: LaTonya Hamilton, Fields Thomas, Tim Davis

The Secretary certified that a board quorum was present. The following meeting agenda was presented without discussion or changes:

Call to Order/Moment of Silence – Chair

Roll Call – Executive Director/Secretary

Review of Agenda – Executive Director/Secretary

Public Comment Period – Chair

New Business - Chair

1. *Review of Minutes from November 16, 2023 Meeting – Chair*
2. *Review of Financial Reports – Treasurer/ Assistant Executive Director*
3. *VIR Interconnection Joint Resolution – Executive Director*
4. *Leigh Street Water Plant Upgrade – Executive Director*
 - a. *Property Acquisition*
 - b. *Design Considerations*
5. *Springbrook Software Integration & Update – Assistant Executive Director*
6. *Virginia 2024 Legislative Session Highlights – Executive Director*
7. *Board Candidate Discussions – June 30, 2024 Vacancy – Executive Director*
8. *HCSA Leadership Succession and Timeline – Executive Director*

Staff Reports – Executive Director/Staff

- a. *Administration and Operation Metrics*
- b. *Lead Service Line Inventory Progress*
- c. *Sinai & VIR Utility Extension Projects – Award of Contract(s)*

Old Business – Executive Director

Closed Session – As Directed by the Chair

Closed Session pursuant to § 2.2-3711. A. 1, 3 & 6 Code of Virginia 1950 as amended. The specific topics for which the closed session is called are:

§ A.1 – Discussion of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

§ A.3 - Acquisition of real property for public purpose, where discussion in an open meeting would adversely affect the Authority's negotiating position or strategy

§ A.6 – Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

§ A.7 – Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Adjournment

Next Regular Business Meeting – March 21, 2024

Public Comment Period:

No one registered to address the board during the regularly scheduled public comment period.

1. Review of Minutes from November 16, 2023 Meeting – Chair

The minutes from the November 16, 2023 business meeting were reviewed by the Board. A date correction was made and the board was presented a copy of the minutes with revisions. Kathy Bane moved to approve the minutes as presented. George Leonard provided a second to the motion. The motion passed without opposition.

2. Review of Financial Reports – Treasurer/ Assistant Executive Director

The Treasurer presented the financial statements to the board for review and discussion. There were no suggested changes or modifications that were noted, required or approved.

3. VIR Interconnection Joint Resolution – Executive Director

The Executive Director presented a resolution supporting the operational framework for a water main extension to the Virginia International Raceway Facility. The Southside Planning District is working on an EDA grant with Halifax County who is the primary applicant for project funding. The resolution memorializes HCSA as a co-applicant for funding for VIR as we are currently the owner and operator of the facility. There are several localities involved in financing this project and there may be several memorandums of understanding and other contractual obligations that may need to be negotiated as a project framework begins to emerge. After several comments and discussion, George Leonard moved to approve the resolution as presented. Daniel Lloyd provided a second to the motion. The motion passed without opposition. The approved resolution is below:



HALIFAX COUNTY SERVICE AUTHORITY
BOARD OF DIRECTORS RESOLUTION 01-18-2024

RESOLUTION SUPPORTING THE OPERATIONAL FRAMEWORK FOR A WATER MAIN
EXTENSION TO THE VIRGINIA INTERNATIONAL RACEWAY FACILITY

VIRGINIA: At the Halifax County Service Authority ("Board") Business Meeting on Thursday, January 18, 2024, the following Resolution was presented and adopted:

WHEREAS, the Virginia International Raceway ("VIR") and its Virginia Motorsports Technology Park is a tremendous asset to the Commonwealth of Virginia and the Southern Virginia region with a significant economic impact to the region including Pittsylvania County, the City of Danville, and Halifax County; and

WHEREAS, Halifax County Service Authority (HCSA) owns, maintains and operates the current water and wastewater utilities and appurtenances and has developed several Preliminary Engineering Reports to actively seek the best long term and sustainable solution for additional drinking water and fire suppression needs; and

WHEREAS, Halifax County is taking the lead role to provide consistent and sustainable water source for the Raceway and Technology Park to ensure its long-term presence and to fully realize the potential economic growth and job creation in the region; and

WHEREAS, the optimal solution is to extend the existing potable water main from the intersection of Ringgold Depot Road and Shawnee Road in eastern Pittsylvania County, eastward along U.S. Highway 58 to Halifax County and then onto the VIR facilities campus. The City of Danville will be the water source origination; and

WHEREAS, Halifax County, with the help of others, has secured \$5.0 million of the \$8.9 million total estimated project cost and, in an effort to reduce the reliance on local funds from the three (3) governmental entities, is currently compiling an application to the U.S. Economic Development Administration for the balance of the funding; and

WHEREAS, the application process requires an agreement between the parties as to ownership and roles for the project. The parties declare the portions of the pipeline will be owned and operated by the respective County entities in which the pipeline resides, and the role of the City of Danville is to provide for the availability of water under current sales agreements; and

WHEREAS, Halifax County will be the lead applicant, fiscal agent, and project manager for this project and the Halifax County Service Authority (HCSA) will be the owner and operator of the potable water main subject to the conveyance of ownership and with the understanding of mutual agreements between Halifax County and the Halifax County Service Authority; and

WHEREAS, Pittsylvania County believes this expansion would have a great impact on the future growth of the southern and eastern portions of the County; and

NOW, THEREFORE, BE IT RESOLVED, that Pittsylvania County, the City of Danville, Halifax County and the Halifax County Service Authority fully support an application for funding to the U.S. Economic Development Administration and reaffirm each's role and ownership in a fully funded project.

Given under my hand this 18th day of January, 2024


Hope Harris-Gayles, Vice-Chair

ATTEST:


Mark S. Estes, Secretary

4. Leigh Street Water Plant Upgrade – Executive Director

The board was presented with alternative design layout was requested by staff. Dewberry was asked to either shorten the height of the two (2) finished water tanks on Carrington Street or move the tanks to the southside of the plant and on the other side of Leigh Street where we purchased the properties. In you packet is a layout of that scenario.

This new layout presented offer several advantages;

- Elimination of in-ground stormwater storage related to the proportional impervious area added on the NW property that discharges offsite separately from stormwater on the SE property. All stormwater retention can be confined to one stormwater outfall toward the SE outfall.
- Eliminates potential special phasing of tank construction to accommodate existing power swap-out.
- Shorter larger diameter tanks are typically more cost effective than tall slender tanks.

- Provides for improved flexibility in future hydraulics to accommodate future treatment (potential future cost savings). The space provided for a cul-de-sac and with space reserved for future treatment.

The new layout and re-configuration will relocate both above ground tanks to a less conspicuous area and will offer significant savings to the overall project. We will need to meet new stormwater regulations and purchase nutrient credits for stormwater outflows and retention. In order to do this, we will need to purchase additional property located south of Logan Street. An offer has been sent to the property owner and staff has not had any response.

6. Virginia 2024 Legislative Session Highlights

Staff presented an overview and the calendar for the Virginia Legislative Session for House and Senate Bills that make affect HCSA. I have included the proposed bills that could impact our industry and the way we operate. With each bill, a brief summary and an active link to the actual bill was presented in the meeting information. Many of the bills in this list have been in previous sessions and were tabled and/or left in committee. Both the Senate and the House have moved from a Republican majority to a Democratic majority for the 2024 session and we anticipate that several of the Landlord/Tenant and Disconnection of services related bills may make it to the floor and into state law. Staff will follow the legislative process and will keep the board updated as the session progresses.

7. Board Candidate Discussions – June 30, 2024 Vacancy – Executive Director

Director Fields Thomas' term will expire on June 30, 2024 and he is ineligible to serve another term. Staff encouraged the board to have discussions and to seek a candidate as soon as possible in order to solicit candidate approval from the Town of South Boston, Town of Halifax and the County before their respective June, 2024 meetings.

Staff Reports – Executive Director/Staff

a. VT / SVHEC Career Expo & CTE Showcase - HCSA staff participated in both the Career Expo and the CTE Showcase events held at the SSVHEC and the Prizery. Both were very well attended and supported by many of the industries in our area.

b. Dominion Energy Expansion Project – This project is an expansion of the Dominion facility on North Main Street that began more than 5 years ago and has been on hiatus until this past month. The improvements will require the closure of Estes Street, the relocation of our utilities and a new access route to our 850,000 - gallon water standpipe behind the Dominion property.

c. Sinai & VIR Utility Extension Projects – Award of Contract – A contract has been awarded for the Sinia Water Line interconnection. HCSA has paid for the engineering and the design of the interconnection. The County will fund this project. The VIR Utility Extension Project came in over budget and is currently being scaled back by the County. The County is funding this project as well.

The Board moved to allow staff to issue and award and a notice to proceed for the Sinia and VIR water and sewer utility extension projects pending the County's approval of project funding. George Leonard moved to proceed forward with the projects as recommended by staff. Kathy Bane provided a second to the motion. The motion passed without opposition.

Without any additional business items or actions needed, the board moved to adjourn.

Respectfully Submitted,



Mark S. Estes – Executive Director - Secretary

LaTonya Hamilton, Chair

Approved: 03/21/2024