

HCSA Regular Board Meeting August 18, 2022

A regular meeting of the Board of Directors of the Halifax County Service Authority was held on June 16, 2022 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 Chairman Gray Ramsey. A moment of silence was observed.

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

Present:	Chair – Gray Ramsey	Kathy Bane
	George Leonard	LaTonya Hamilton
	Hope Harris-Gayles	Fields Thomas

Absent: Daniel Lloyd

The Secretary certified that a board quorum was present. The following agenda was approved by

Call to Order/Moment of Silence – Chair

Roll Call – Secretary

Review of Agenda – Chair

Public Comment Period – Chair

New Business - Chair

1. *Review of Minutes from June 16, 2022 Meeting – Chair*
2. *Review of Financial Reports – Treasurer*
3. *VRA 2012A Bond Refund – Executive Director*
4. *Organizational Meeting – Executive Director*
 1. *Nomination & Election of Chair*
 - a. *Election of Vice-Chair, Secretary and Treasurer*
5. *Utility Billing and Collections Timeline – Executive Director*
6. *Regulatory Update – Executive Director*
 - a. *Community Task Force for Water Equity*
 - b. *PFAS & PFOA, USEPA Health Advisories and Recommendations*
7. *Request for Proposals (RFP) for Engineering Services – Executive Director*
8. *STAG Grant – Senator Kaine’s Office – Executive Director*

Staff Reports – Executive Director/Staff

1. *Operations and Service Annual reports*
2. *AMI Meter Project*
3. *Water Smart Mobile Software Platform*
4. *VIR & Sinai Utility Improvements*

Old Business – Executive Director

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 – October20, 2022

Public Comment Period:

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

1. Review of Minutes from the June 16, 2022 meeting

The minutes from the June 16, 2022 business meeting were reviewed by the Board. Corrections for board attendance were revised. George Leonard moved to approve the minutes as revised. Fields Thomas provided a second to the motion. The motion passed without opposition.

2. Review of the Financial Reports for June & July 2022 Financials

The Treasurer presented the financial statements to the board for review and discussion. It was noted that both water and sewer revenues are trending higher than projected. There were no suggested changes or modifications that were noted, required or approved.

3.VRA 2012A Bond Refund

The Executive Director presented a detailed refunding analysis from VRA for the HCSA Series 2012A VFPF loan. The analysis was based upon the projected 10/1/37 maturity as the original bond and is based on market rates as of 8/10/2022. The estimated net present value savings are estimated at \$97,309 (11.6% of refunded principal). This amount includes an estimated \$12,000 local cost of Issuance (COI) estimate for bond counsel. The Director also presented a resolution for action by the board. The board approved moving forward with a resolution. Hope Harris-Gayles provided a motion to move forward with a resolution to refund the 2012A VFPF loan. Latonya Hamilton provided a second to the motion. The motion passed without opposition.

4. Organizational Meeting

The secretary, act as the Pro Tem chair, asked for nominations for the office of Board Chairman. After initial discussions, Gray Ramsey moved to nominate George Leonard for Board Chairman. Latonya Hamilton provided a second to the motion. With no other nominees, the election was closed by acclamation. George Leonard is the new Board Chairman for the Authority.

Chairman Leonard asked for nominations for the office of Vice-Chairman. Hope Harris-Gayles provided a motion to nominate Fields Thomas as Vice-Chairman. Kathy Bane provided a second to the motion. With no other nominees, the election was closed by acclamation. Fields Thomas is the new Vice-Chairman for the Authority.

Gray Ramsey moved to nominate Mark Estes for Secretary and Arnetta Roberts for Treasurer. Kathy Bane provided a second to the motion. With no other nominees, the election was closed by acclamation. Mark Estes will continue to serve as Secretary and Arnetta Roberts will continue to serve as Treasurer.

5. Utility Billing and Collections Timeline

The Director presented a list of billing and collection timelines for board discussion. The board discussed the various locality timelines presented from a survey by the Virginia Water and Wastewater Authorities Association. HCSA practices were consistent with many of the localities. No formal action was taken by the board.

6. Regulatory Update

The Director updated the board on USEPA recommendations for recent health limits for PFAS & PFOA at 0.004 ng/l (parts per trillion). This is significantly under the limits of detection of 0.5 to 6.5 ng/l. Initial testing did not reveal any PFOA or PFAS in our source water within the limits of detection. The new and reduced limits only enforces our need for a modernized filter plant with technology that is adaptable to the emerging limits and standards.

7. Request for Proposals (RFP) for Engineering Services

Staff solicited for Engineering Services after July 1, 2022. The timing allows for selected term consultants to take advantage of legislation effective July 1, 2022 that allows for the sum of all projects performed in a contract term shall not exceed \$10 million, and the fee for any single project shall not exceed \$2.5 million. This is up significantly from the previous \$1,000,000 and \$500,000 annual limits. The consultants selected were: Dewberry, Hurt & Proffitt, CHA, B & B, Summit and RK&K.

8. STAG Grant – Senator Kaine’s Office

The Director notified the board that staff was unsuccessful receiving any STAG grant funding through Senator Kaine’s office.

Staff Reports – Staff

Krystal Moore, HCSA Administrative Supervisor, provided insight to the board on the annual activities for the Customer Service and Finance Departments. The board was also updated on annual Operations and Maintenance data for FY 2021.

Closed Session

The Board did not need to meet for a closed session.

With no additional action needed, the board moved to adjourn.

Respectfully Submitted,



Mark S. Estes – Executive Director - Secretary

George Leonard, Chair

Approved: 10/20/2022