

**HCSA Regular Board Meeting
March 16, 2023**

A regular meeting of the Board of Directors of the Halifax County Service Authority was held on March 16, 2023 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 George Leonard. A moment of silence was observed.

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

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

Absent: Kathy Bane, Daniel Lloyd,

The Secretary certified that a board quorum was present. The following revised agenda was approved by the board with a motion by Gray Ramsey and a second by Fields Thomas. The motion passed without opposition.

Call to Order/Moment of Silence – Chair

Roll Call – Secretary

Review of Agenda – Chair

Public Hearing and Comment Period and Advertised (01/23/2023) Public Hearing with Notice of Intent to Apply for funding through USDA Rural Development for the proposed Water Treatment Plant Improvements. - Chair

New Business - Chair

1. *Review of Minutes from January 19, 2023 Meeting – Chair*
2. *Review of Financial Reports – Treasurer*
3. *Local Choice Health Insurance – Assistant Executive Director*
4. *DEQ – Grant Application for Westside Improvements – Executive Director*
5. *Seymour Drive and Hodges Street Project – Executive Director*
6. *IperionX – Industrial Pretreatment Application Discussions – Executive Director*
7. *Water Plant Upgrade Project Update – Property Acquisition Discussions – Executive Director*
8. *Water Treatment Plant Sodium Hydroxide Bulk Storage Tank – Operations Director*

Staff Reports – Staff

- a. *VIR Industrial Park Utility Line Extensions – Status*
- b. *Sinai Road Waterline Extension Project – Status*
- c. *VDHODW SRLF – Grant – Lead Service Line Replacement*
- d. *Maple Avenue Aeration Basin Centrifugal Blower Installation/Connection*

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.

Public Comment Period:

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

Advertised (01/23/2023) Public Hearing with Notice of Intent to Apply for funding through USDA Rural Development for the proposed Water Treatment Plant Improvements.

No one was present or registered to speak during the Public Hearing. The Public Hearing was closed and a motion was presented by Fields Thomas to move forward with the application process and to solicit funding from USDA RD for improvements to the Water Treatment Plant. LaTonya Hamilton provided a second to the motion. The motion passed without opposition. The following voted in the affirmative and a vote from the Chair was not needed:

LaTonya Hamilton

Hope Harris-Gayles

Fields Thomas

Gray Ramsey

1. Review of Minutes from the December 15, 2022 meeting

The minutes from the January 19, 2023 business meeting were reviewed by the Board. Hope Harris-Gayles moved to approve the minutes as presented. LaTonya Hamilton provided a second to the motion. The motion passed without opposition.

2. Review of the Financial Reports for January and February 2023

The Treasurer presented the financial statements to the board for review and discussion. It was noted that both water revenues continue to trending higher than projected and supported the decision to move to an AMI metering system. There were no suggested changes or modifications that were noted, required or approved.

3. Local Choice Health Insurance

The Assistant Executive Director Arnetta Roberts updated the board on our FY 2024 Local Choice Health Insurance Rates. The new rates have not increased or changed from the current FY 2023 fiscal year. No action was needed on this agenda item.

4. DEQ – Grant Application for Westside Improvements

HCSA staff worked with B & B Consultants to submit an application and PER for funding through Virginia Department of Environmental Quality for funding to upgrade/replace/rehab the Westside Pump Station and improvements to the gravity and force mains within the project area. The total project cost is \$2,163,935.00. Funding was not awarded for this project. There is a meeting scheduled later this week to discuss the scoring matrix and funding letter for this project.

5. Seymour Drive and Hodges Street Project – Executive Director

A formal public bid opening was held for both projects on March 7th at 2:00 PM. There were no bidders present. In discussions with the Town staff, it was decided that we would narrow the scope of the project to only the improvements to Seymour Drive.

After some discussion, staff presented an option in which the Town will purchase the stormwater and street related materials and HCSA will purchase the water and wastewater materials for the project. The Authority will request a bid from a licensed contractor to provide the equipment and labor to complete the described work. Gray Ramsey moved to allow staff to pursue the option as described. LaTonya Hamilton provided a second to the motion. The motion passed without opposition. Staff will update the board at the scheduled May business meeting.

6. IperionX – Industrial Pretreatment Application Discussions

A new Titanium recovery industry will be locating to the new shell building at the Southern Virginia Technology Park. All industrial facilities that discharge to our HCSA sanitary sewer system must have a permit issued by HCSA and approved by the Virginia department of Environmental Quality. Staff has been working with their engineering consultant on a pretreatment application for potential discharge rates and constituents into the sanitary sewer system that will be treated at the maple Avenue WWTP. The discussions are on-going and a permit review is in progress.

7. Water Plant Upgrade Project Update – Property Acquisition Discussions

The Water Plant Upgrade will require the purchase of a parcel located at 108 Leigh Street and adjacent to the plant property. The Southside Planning District is assisting staff with contacting the owner for voluntary property acquisition discussions. An offer has been sent to the owner for consideration. Staff requested permission from the board to enter the discussions and to negotiate the purchase. Latonya Hamilton moved to allow staff to pursue the purchase of the property and to continue working with the property owner and the Planning District. Fields Thomas provided a second to the motion. The motion passed without opposition.

Staff also presented a proposal from Dewberry to evaluate the Authority's current debt, operation and capital expenditures as related to current rates and expenses. Dewberry will also look at the Authority's long-range Facilities Plan for future improvements, including the current Water Plant Improvement Project and the required Lead Service Line Replacement project. An assessment is needed to understand the potential impact on rates, future borrowing operational costs and debt consolidation within the next ten (10) years. This study will also provide an updated Business Operations Plan and a financial plan as we move forward with both projects. The cost for developing the proposal is \$15,500.00. Hope Harris-Gayles moved to approve the proposal and to move forward with the study. Gray Ramsey provided a second to the motion. The motion passed without opposition.

8. Water Treatment Plant Sodium Hydroxide Soda Bulk Storage Tank

Operations Director Bryant Francisco expressed staff's concern with the safety of a 12,000-gallon bulk storage tank located at the Leigh Street Water Plant. The soil around and under the tank has become unstable and is moving. The tank will be replaced as part of the new plant upgrade and will be located in a different area of the site. However, the new tank cannot be installed in the newly designed location because it will interfere with water plant site construction under the improvements project.

Staff have asked Dewberry Inc. to provide a proposal to design a temporary as an engineered design is required under the Virginia Waterworks Regulations for any chemical feed system modifications or changes. The

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

Respectfully Submitted,



Mark S. Estes - Executive Director - Secretary

George Leonard, Chair

Approved: 05/18/2023