



405 R&L Smith Drive • Danville, Virginia 24540-9805
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PITTSYLVANIA COUNTY SERVICE AUTHORITY
REGULAR MEETING

Tuesday, July 21, 2020; 3:30 p.m.
Chatham Community Center
115 South Main Street, Chatham, Virginia 24531

AGENDA

**Meeting will be Presided over by David M. Smitherman, PCSA Chief Administrative Officer, until Agenda Section 8(B), when the Meeting will be handed over to the newly elected PCSA Chairman.*

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ANY REVISIONS/ADDITIONS TO AGENDA**
4. **APPROVAL OF AGENDA**
5. **CONSENT AGENDA**

A. Minutes Approval (*June 16, 2020, Regular Meeting*)

6. **HEARING OF THE CITIZENS**

Each person addressing the Authority under Hearing of the Citizens shall be a resident or landowner of the County, or the registered agent of such resident or landowner. Each person shall step up, give his/her name and district in an audible tone of voice for the record, and unless further time is granted by the Chairman, shall limit his/her address to three (3) minutes. No person shall be permitted to address the Authority more than once during Hearing of the Citizens. All remarks shall be addressed to the Authority as a body and not to any individual member thereof. Hearing of the Citizens shall last for a maximum of forty-five (45) minutes. Any individual that is signed up to speak during said section who does not get the opportunity to do so because of the time limit, shall be given speaking priority at the next Authority meeting. Absent Chairman's approval, no person shall be able to speak who has not signed up.

7. **PRESENTATIONS**

A. Employee Spotlight (*Reggie Harper*); (*Presented by Adcock*)

Commissioners:

Robert "Bob" Warren • Ronald Searce • William "Vic" Ingram
Joe Davis • Tim W. Dudley • Charles Miller, Jr. • Ben Farmer

8. NEW BUSINESS

- A. Officers Election (*Smitherman*)
 - 1. Chairman
 - 2. Vice-Chairman
- B. Bylaws Adoption
- C. Staff Reports
 - 1. FY 21 Budget Update (*Van Der Hyde*)
 - 2. Long Range Plan Update (*Adcock*)

9. MATTERS FROM AUTHORITY MEMBERS

10. CLOSED SESSION

- A. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Legal Authority: Virginia Code § 2.2-3711(A)(8)
Subject: Grit Road Water Supply Waterworks
Purpose: Discussion of State Board of Health Order by Consent

- B. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Legal Authority: Virginia Code § 2.2-3711(A)(5)
Subject: Project Matterhorn
Purpose: Discuss of Prospective Business or Industry and Related Water Needs

11. RETURN TO OPEN SESSION AND CLOSED SESSION CERTIFICATION

- A. Closed Session Certification

12. ADJOURNMENT



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Minutes of the Regular Monthly Meeting of the PCSA Board of Commissioners

Tuesday, June 16, 2020

1. CALL TO ORDER

The regular monthly meeting of the Pittsylvania County Service Authority Board of Commissioners was held on June 16, 2020 at the Chatham Community Center, 115 S. Main Street, Chatham, VA, and called to order at 3:30 P.M. by Robert Warren, Chairman, with the following in attendance:

Commissioners Present:

Robert "Bob" Warren
Ronald Scarce
Joe Davis
Tim W. Dudley
Ben Farmer (via phone from 328 W. Sandpiper Court, Nags Head, NC.)
William "Vic" Ingram
Dr. Charles Miller

Others Present:

David Smitherman, County Administrator
Richard Hicks, Assistant County Administrator
Chris Adcock, PCSA Director
J. Vaden Hunt, County Attorney
Kim Van Der Hyde, County Finance Director

2. APPROVAL OF AGENDA

Mr. Davis moved to approve the agenda as presented. The motion was seconded by Mr. Scarce, there was no discussion and the motion passed unanimously.

3. CONSENT AGENDA

A. Minutes Approval (May 19, 2020, Regular Meeting) - Mr. Dudley moved to approve the minutes of the May 19, 2020 regular Board meeting as presented. The motion was seconded by Mr. Scarce, there was no further discussion and the motion passed unanimously.

4. HEARING OF THE CITIZENS

No one was present desiring to speak before the Board.

Commissioners:

Robert "Bob" Warren • Ronald Scarce • William "Vic" Ingram
Joe Davis • Tim W. Dudley • Dr. Charles Miller • Ben Farmer

5. NEW BUSINESS

- A. FY20/21 PCSA Budget Adoption - Pittsylvania County Finance Director Kim Van Der Hyde presented the fiscal year 20/21 budget for the Pittsylvania County Service Authority. Mr. Searce moved to approve the budget as presented. The motion was seconded by Mr. Ingram, there was no further discussion and the motion passed unanimously.
- B. Amendment to PCSA/Pittsylvania County Service Agreement Approval - Ms. Van Der Hyde presented an amended services agreement between PCSA and the County, the original of which was approved at the May 19, 2020 regular PCSA board meeting. She explained the amendment was for a change in the costs of services to be paid by PCSA funds to the County due to some employees being paid directly from the PCSA budget, not provided by the County. Mr. Searce moved to approve the amended services agreement. The motion was seconded by Mr. Davis, there was no further discussion and motion passed unanimously.
- C. PCSA Employee Spotlight - Mr. Adcock recognized Ms. Sharon Cassada, PCSA Finance Director, for her 40+ years of service to the Authority.
- D. Staff Reports
 - 1. Pump Station Assessment and Improvements Project Update - Mr. Adcock presented a report on potential funding opportunities through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). After meeting with consulting engineers, staff felt that the program requirements were broad enough to attempt to get funding for a couple of water and wastewater projects that have been had been recently discussed or studied. One potential project was improvements and upgrades to all of the Authority's water and wastewater pumping stations as was outlined in a 2019 engineering study.
 - 2. Horseshoe Road Waterline Update - This project, a proposed waterline extension, was studied originally back in 2017 and was requested by homeowners due to well problems. Mr. Adcock discussed how this and other similar projects are evaluated based on construction cost and potential revenue to determine the Authorities ability to fund and at what amount. This project will also be presented for consideration of funding through the CARES Act funding.

6. MATTERS FROM COMMISSIONERS

Mr. Dudley thank Ms. Cassada for her 40 years of service to the PCSA. Mr. Davis also complemented Ms. Cassada for her service and thanked the Sheriff for his work. Mr. Searce asked about a tanker truck he noticed getting water from a hydrant. Mr. Adcock explained the current Authority policy regarding bulk water sales and past board discussions regarding controlling unauthorized taking of hydrant water. Mr. Warren suggested the Legislative Committee review the County Code regarding penalties for illegal use of fire hydrants. Mr. Ingram asked for a clarification of the Authority's bulk water rates from Henry County and the City of Danville.

7. ADJOURNMENT

Being no further business, the meeting adjourned at 4:08 P.M.