

**MINUTES OF THE  
EASTERN SHORE OF VIRGINIA  
PUBLIC SERVICE AUTHORITY**

A meeting of the Eastern Shore of Virginia Public Service Authority was held on Tuesday, April 21, 2015, at 7:00 p.m. in the main conference room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia.

Members present:

John Reiter, Chairman  
J. T. Holland, Vice Chairman  
Greg Hardesty  
Sean Ingram  
Felton Sessoms (arrived late)  
Garrett Dunham (arrived late)  
Taylor Dukes  
Bob Panek

Member absent:

Carl Harris

Others present:

Janice K. Williams, County Administrator's Office  
William Prosize  
Granville F. Hogg, Jr.  
Ken Nowakowski, Hurt & Proffitt

Call to Order & Establishment of Quorum:

The Chairman called the meeting to order and announced that a quorum was present.

Approval of Agenda:

Motion was made by Mr. Holland, seconded by Mr. Panek, that the agenda be approved. All members were present with the exceptions of Mr. Harris, Mr. Dunham and Mr. Sessoms and voted "yes." The motion was unanimously passed.

Statements from the Public:

There were no statements from the public.

Approval of the Minutes:

Motion was made by Mr. Holland, seconded by Mr. Ingram, that the minutes of the meeting of March 17, 2015 be approved. All members were present with the exception of Mr. Harris, Mr. Sessoms and Mr. Dunham and voted “yes.” The motion was unanimously passed.

Mr. Sessoms arrived at 7:05 p.m.

Review of Financial Statements:

The financial statements remain unchanged from March. It was noted that one invoice remains outstanding pending completion of work tasks.

Chairman’s Report:

There was no report from Mr. Reiter.

Vice Chairman’s Report:

There was no report from Mr. Holland.

Reports of Committees:

*(Hospital Committee):* There was no report from Mr. Holland.

*(Northern Node Committee):* There was no report on the Northern Node; however, Mr. Dukes provided an update relative to the Exmore system, noting that an increase in the pipe size from 2” to 4” will allow expansion to the southern limits of the Town as well as into the Belle Haven area (the area behind the water tower) and service to some homes on Occohannock Neck Road.

*(Southern Node Committee):* Mr. Ingram had no report.

*(Economic Development Committee):* No report from Mr. Holland.

Presentation by Hurt & Proffitt:

Mr. Ken Nowakowski said that H&P had been tasked with the evaluation of the Bayview Wastewater system to determine if it could accommodate the Southern Node project (instead of pumping to Cape Charles). The Bayview system is limited in size, having been designed for that community alone and a 27,000 GPD capacity (currently using 7,000 GPD). The Southern Node’s estimated initial daily flow of 20,000 GPD would exceed the capacity of the system and preclude any further build-out of the Bayview community, which expansion must be provided for through the County’s assumption of ownership. Mr. Nowakowski also commented that any modification to the existing Bayview wastewater plant for commercial use would trigger new requirements and the entire plant would have to be brought up to the new standards. The

analysis indicated that this project would cost approximately \$2.3 million before consideration of such new requirements and standards. Additionally, the new requirements and standards considerably increase both the capital and operating costs.

Mr. Dunham arrived at 7:10 p.m.

### Closed Session

Motion was made by Mr. Holland, seconded by Mr. Sessoms, that the PSA enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

Paragraph 7: Consultation with legal counsel and briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation, and consultation with legal counsel employed or retained by the Board of Supervisors regarding specific legal matters requiring the provision of legal advice by such counsel.

*Draft Memorandum of Understanding with Town of Cape Charles*

All members were present and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the PSA had entered the closed session for that purpose as set out in paragraph 7 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each member confirmed that this was the only matter of discussion during the closed session.

Motion was made by Mr. Holland, seconded by Mr. Panek, that the PSA recommend the revised and modified Memorandum of Understanding to the Cape Charles/County/PSA Subcommittee. All members were present with the exception of Mr. Harris and voted “yes.” The motion was unanimously passed.

### New Business:

#### Eastern Shore Rural Health:

In response to a question from Mr. Ingram, the Executive Director indicated that Eastern Shore Rural Health is looking to consolidate its Bayview and Franktown community health centers into one centrally-located facility near Eastville. ESRH has indicated that it may be seeking assistance from the County for its wastewater needs.

#### Move May Meeting Date:

At the request of the Chairman, motion was made by Mr. Holland, seconded by Mr. Sessoms, that the regular May meeting, scheduled for Tuesday, May 19<sup>th</sup>, be moved to Monday, May 18<sup>th</sup>, commencing at 7:00 p.m. in the main conference room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia. All members were present with the exception of Mr. Harris and voted “yes.” The motion was unanimously passed.

Chairman Reiter indicated that he would like the May meeting to focus on two issues:

(1) operating costs (both the Executive Director and Mr. Panek were tasked with revising their respective County & Town operating cost summaries); and

(2) tax district numbers; i.e., the 75/50/25 ratio schedules (based on the project cost of \$2.6 million) and the opt in/opt out mechanisms.

Future Meeting with Board of Supervisors:

Ms. Nunez noted that in accordance with the PSA's desire to have a joint meeting with the Board of Supervisors, it looked like the June work session would be available for that purpose. It was the consensus of the members that the PSA's regular meeting would be held on June 22<sup>nd</sup> (the Board's work session date) instead of June 16th.

Adjourn:

Motion was made by Mr. Ingram, seconded by Mr. Hardesty, that the meeting be adjourned. All members were present with the exception of Mr. Harris voted "yes." The motion was unanimously passed.

The next meeting of the PSA will be held on Monday, May 18, 2015, commencing at 7:00 p.m. in the main conference room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia.