

**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, June 24, 2014, 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
Garrett Dunham
Greg Hardesty
Felton Sessoms
Bob Panek

Member absent:

Sean Ingram
Taylor Dukes
Carl Harris

Others present:

Katherine H. Nunez, Executive Director
Janice K. Williams, County Administrator's Office
William Prosisie
Granville F. Hogg, Jr.

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. Dukes, Mr. Ingram and Mr. Harris and voted "yes." The motion was unanimously passed.

Statements from the Public:

Mr. Prosisie read the following statement:

6/23/14

TO: PSA

From: William A. Prorise, Jr., P.E.

I have a few questions and concerns after a cursory review of the proposed sewer plans and the engineer's presentation.

- 1. Has the engineering firm provided their design calculations and assumptions for the design (in writing)?*

- 2. Why are we furnishing connections to some undeveloped parcels and not all? There are thirty one (31) connections (no existing buildings) and there are fifty four (54) undeveloped parcels showing no proposed connection with the initial project. Also there are thirty nine (39) existing buildings which declined to sign up for the project.*

- 3. Where will the grinder pump be located?*
 - (1) Will they be placed in a county easement adjacent to the R/W or close to the buildings served?*

 - (2) Will the current depth (36") of the grinder pump be deep enough for gravity flow from the buildings to the street if located at R/W? How will power be provided?*

 - (3) Will the county need an easement for maintenance purposes if grinder pump is located at the buildings? Will building owner provide power?*

- 4. Will pump station provide enough flow to flush sewage entering between the pump station and Cape Charles plant?*

- 5. Will the twenty one (21) projected connections fund the treatment and maintenance costs? We still do not know whether Cape Charles will accept the sewage or if they do, what will be the cost.*

Approval of the Minutes:

Motion was made by Mr. Holland, seconded by Mr. Dunham, that the minutes of the meetings of April 15, 2014 and May 20, 2014 be approved. All members were present with the exceptions of Mr. Dukes, Mr. Ingram and Mr. Harris and voted "yes." The motion was unanimously passed.

Review of Financial Statements:

A Budget Performance Report and Accounts Payable Report were distributed to the membership. The Executive Director confirmed that the Wastewater Project Fund is a proprietary fund; i.e., remaining funds will not revert back to the General Fund at June 30th.

Chairman's & Vice Chairman's Reports:

Chairman Reiter shared with the membership a series of e-mails with Hurt & Proffitt concerning the Southern Node Phase I project. Additionally, correspondence from the Town of Cape Charles announcing the reappointment of Mr. Panek to the PSA and Councilman Charles "Sambo" Brown to the PSA subcommittee was provided to the membership. Subcommittee membership includes Mr. Panek and Mr. Ingram from the PSA; Council members Brown and Joan Natali from the Town of Cape Charles; and Supervisors Hogg and Hubbard from the Board of Supervisors. Now that the subcommittee membership is complete, the first meeting can be scheduled, presumably in July.

The following questions were posed to the subcommittee's membership as discussion points at the first meeting:

- * Is Cape Charles willing to provide wastewater treatment services?
- * What is the rate to be charged?
- * Connection issue – the PSA considers itself to be one customer, regardless of how many clients it is serving.
- * What is the amount of gallonage to be treated?
- * Is there a minimum/maximum capacity allowed by the Town?
- * Can there be a tier structure?
- * What is the projected life span of any agreement?

Mr. Panek commented that the Town Council has recognized that its current connection charge for smaller commercial users is too high. Most small businesses use less than a residential customer and the Town Council may be willing to "deal" on this issue.

The Vice Chairman had no report

Reports of Committees:

(Hospital Committee): The Executive Director provided a brief report as received from Supervisor Rick Hubbard who serves on the Riverside Board. The Hospital is working on an update and should have something back to the PSA by September 2014 as to the condition of its plant and what facilities are going to be left behind in Nassawadox. As a matter of clarification, Supervisor Hubbard confirmed that the cancer center will be immediately relocating with the hospital.

(Northern Node Committee): No Report

(Southern Node Committee): Mr. Dunham indicated that they were awaiting the report from the subcommittee. The Executive Director said that she was awaiting a list of questions/needed information requested from Hurt & Proffitt. It was noted that it would not be prudent to push past the 30% plans completion stage (as tasked to Hurt & Proffitt), if an arrangement cannot be satisfactorily reached with the Town of Cape Charles. The County will also have to make its decision relative to the establishment of a special tax district.

(Economic Development Committee): No Report

Old Business:

There was no Old Business to discuss.

New Business:

There was no New Business to discuss.

Adjourn:

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

The next meeting of the PSA will be held on Tuesday, July 15, 2014, commencing at 7:00 p.m. in the main conference room of the County Administration Building, 16404 Courthouse Road, Eastville, Virginia.