

### **Informational Agenda for the next meeting of BVU Authority Board**

The meeting will start at 12:00 p.m. on March 22, 2019 at the following location:

BVU Administrative Building  
Board Conference Room  
15022 Lee Highway  
Bristol, Virginia 24202

The BVU Authority Board of Directors will hold a meeting at the above time and place to consider the proposed matters listed below and any other matter added. A meal will be provided to official attendees. The public is invited to attend.

1. The Chair will call the meeting to order and determine a quorum is present.
2. The Chair will lead the meeting in opening ceremonies:
  - a. Moment of Reflection
  - b. Pledge of Allegiance to the United States of America
3. The Chair will recognize members of the public that wish to address the board. (There is a three minute time limit that may be extended with consent of the Chair).
- \*4. The Chair will request a motion to adopt a meeting agenda:
  - a. The Chair will ask members and/or CEO if they have any motions to add, delete, or revise items on the informational agenda.
  - \*b. The Chair will conduct a separate roll call vote to formally adopt or reject each motion.
  - \*c. The Chair will conduct a roll call vote to formally adopt the proposed agenda to include any approved motions to add, delete, or revise.
5. The CEO will review upcoming events/calendar.
- \*6. The Chair will ask for a motion to approve the following minutes:
  - a. February 22, 2019 regular board meeting. (Mr. Mumpower –abstain)
7. The Finance Director and CEO will present a proposed budget schedule for FY2020.
8. The Joint Sewer Committee members and CEO will provide an update on the recent Joint Sewer Committee meeting.
9. The Water and Wastewater Manager and CEO will provide an update on the electrical panel and pump replacement project at the Water Treatment Plant along with other recently completed water plant projects.

10. The Water and Wastewater Manager and CEO will provide an update on the water leak detection project and water map study.

11. The Water and Wastewater Manager and CEO will provide an update on the Little Creek and Beaver Creek Sewer improvement study and phase 1 construction project.

\*12. The Finance Director and CEO will review a proposed Cash Handling Policy. The Chair will request a motion to approve the policy. If moved, the secretary will conduct a roll call vote.

\*13. The CEO and Administrative Services Manager will present the health insurance plan for FY2020. This must be approved prior to April 1, 2019. The Chair will request a motion to approve the plan. If moved, the secretary will conduct a roll call vote.

\*14. The CEO and Finance Director will present the proposed engagement letter from Blackburn, Childers & Steagall for the FY2019 Audit Report. The Chair will request a motion to approve the engagement letter. If moved, the secretary will conduct a roll call vote.

\*15. The CEO and Customer Service and Contracts Manager will present a residential Payment Arrangements Policy. The Chair will request a motion to approve the policy. If moved, the secretary will conduct a roll call vote.

\*16. The CEO, Legal Counsel and Administrative Services Manager will review the BVU Handbook policies listed below that are requested to be repealed and replaced. The Chair will request a motion to repeal and replace the listed policies. If moved, the secretary will conduct a roll call vote.

Policy Number	Description of Policy
300.09	Cafeteria Benefit Plan (Section 125 Policy)
300.10	Medical Insurance Policy (previously Insurance)
300.11	Retirement Plans Policy (previously Retirement/Life Insurance)
300.18	Benefits Policy (previously Benefits Summary)
N/A	Bereavement Leave Policy
N/A	Break Period Policy
N/A	Credit Card Policy
N/A	Tuition Reimbursement Policy
N/A	Work Schedule Policy

\*17. The CEO, Legal Counsel and Administrative Services Manager will review the BVU Handbook policy listed below that is requested to be approved. The Chair will request a motion to approve the listed policy. If moved, the secretary will conduct a roll call vote.

New Policy	Fragrance Awareness Policy
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18. The General Counsel and CEO will provide an update on the OptiNet Sale.
19. Adjournment.

\*Board Vote Required

The next regular board meeting will be on Friday, April 26, 2019 at noon. For more information, please contact Donna Biggs, BVU Board's secretary, at (276) 669-4112. Please note that BVU attempts to videotape all open sessions of BVU board meetings. The videotapes are uploaded to [www.youtube.com](http://www.youtube.com) and are available for members of the public to view.