

Informational Agenda for the next meeting of BVU Authority Board

The meeting will start at 12:00 p.m. on March 13, 2020 at the following location:

BVU Administrative Building
Second Floor 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 if 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 for non-agenda items 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 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 and make general comments.
- *6. The Chair will ask for a motion to approve the following minutes:
 - *a. January 24, 2020 regular board meeting.
- *7. The CEO will discuss changing the May 1, 2020 board meeting date. The CEO recommends May 15 as an alternate date to allow time for individual board member budget

meetings (first full week of May). The Chair will request a motion to change the meeting date. If moved, the Secretary will conduct a roll call vote.

8. The CEO and Finance Director will provide a brief overview of the FY2021 budget planning process.

*9. The CEO, Finance Director and Administrative Services Manager will present the health insurance plan and rates for FY2021. If approved, this plan must be submitted to The Local Choice prior to April 1, 2020. The Chair will request a motion to approve the plan. If moved, the Secretary will conduct a roll call vote.

*10. The Chair and CEO will discuss recent negotiation for legal services with Penn Stuart. The Chair will ask for a motion to approve a contract for legal services with Penn Stuart. If moved, the Secretary will conduct a roll call vote.

*11. The Chair, CEO and Finance Director will discuss recent negotiation for audit services for FY2020 with Blackburn, Childers & Steagall (BCS). The Chair will ask for a motion to approve a contract for audit services with BCS. If moved, the Secretary will conduct a roll call vote.

12. The CEO and Water and Wastewater Manager will update the Board on the Little Creek and Beaver Creek Sewer Projects. Groundbreaking will start soon. Construction will take approximately 210 days.

13. The CEO and Water and Wastewater Manager will update the Board on the Virginia Department of Health (VDH) Water Quality Award. The CEO will read the award citation and the Chair will present the award certificate to the Water and Wastewater Manager.

14. The CEO will review a trash fee change letter BVU sent to the Bristol City Manager.

*15. The CEO will discuss the removal of the structure located at 14333 Lee Highway, Bristol, Virginia. The space will be utilized for BVU activities going forward.

16. The CEO will discuss the creation of a new position for Systems Support Specialist.

17. The CEO and Finance Director will review the return of the loan repayments to the Virginia Department of Mines, Minerals and Energy.

*18. The CEO and Administrative Services Manager will review two new BVU Handbook policies (Fitness for Duty Policy and Infectious Disease Policy) which are requested to be

approved. The Chair will request a motion to approve the two new policies. If moved, the Secretary will conduct a roll call vote. If approved, employees will be made aware of the new policies.

Adjournment.

*Board Vote Required

The next regular board meeting is tentatively scheduled for Friday, May 15, 2020 at noon at 15022 Lee Highway, Bristol, VA. 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 and are available for members of the public to view.