

Informational Agenda for the BVU Authority Board Meeting

The meeting will start at **12:00 p.m. on March 25, 2022**, at the following location:

BVU Administrative Building
Training Room
15022 Lee Highway
Bristol, Virginia 24202

Overview. 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 for official attendees.

Public Participation. Vehicles must enter BVU property from 21297 Old Dominion Road and park in the front customer parking lot. BVU staff will be available at the front door to provide access to the designated meeting room. The public is invited to attend. The public may view the meeting live online at www.youtube.com. To participate remotely in public discussion, as defined in the agenda, call 1-888-244-0470 or 276-644-9088 (participant code 696433).

REGULAR MEETING AGENDA

| | |
|------------|--|
| 1.0 | The Chair will call the meeting to order and determine a quorum is present. |
| 2.0 | The Chair will lead the meeting in opening ceremonies: |
| 2.A | Moment of Reflection. |
| 2.B | Pledge of Allegiance to the United States of America. |
| 3.0 | <p>The Chair will ask if any members of the public would like to discuss any agenda items. If so, the public may participate when the agenda item is up for discussion. There is a three-minute time limit for agenda items which may be extended by the Chair.</p> <p>For non-agenda items, the public is asked to contact the CEO and request to be added to a future meeting.</p> |
| 4.0 | The Chair will request a motion to adopt a meeting agenda: |
| 4.A | The Chair will ask members and/or CEO if they have any motions to add, delete, or revise items on the agenda. |
| 4.B | The Chair will conduct a separate roll call vote to formally adopt or reject each motion. |
| 4.C* | The Chair will request a motion to formally adopt the proposed agenda to include any approved motions to add, delete, or revise. |

| | |
|--------------|---|
| | If moved, the Secretary will conduct a roll call vote. |
| 5.0 | The CEO will review upcoming calendar events and make comments about the Authority. |
| 6.0* | The Chair will request a motion for the Board to approve the regular Board meeting minutes from January 28, 2022. If moved, the Secretary will conduct a roll call vote. |
| 7.0 | The CEO and Administration Manager will review health insurance premiums for FY2023. |
| 8.0* | The CEO and Administration Manager will review a proposed amendment to the OPEB Retiree Health Insurance Participation Policy. The Chair will request a motion to approve the amended policy. If moved, the Secretary will conduct a roll call vote. |
| 9.0* | The CEO and Administration Manager will present a plan amendment to the Section 125 Cafeteria Plan. An Adopting Resolution is required to implement the carryover provision of the Consolidated Appropriations Act for health and dependent care flexible spending through June 30, 2022. The Chair will request a motion to approve the plan amendment and adopt the Resolution. If moved, the Secretary will conduct a roll call vote. |
| 10.0 | The CEO and Finance Director will provide an update on the FY2023 budget planning process. Individual board member budget meetings will be scheduled in early May. |
| 11.0* | The CEO and Finance Director will discuss a budget amendment for FY2022 for tree removal. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote. |
| 12.0 | The CEO and Customer Service Manager will discuss a proposed standard service electric rate cut for FY2023. |
| 13.0* | The CEO and Water and Wastewater Manager will discuss a proposed FY2023 water rate adjustment. The new rate would go into effect for all water bills prepared after June 30, 2022. The Chair will request a motion to approve on first reading. If moved, the Secretary will conduct a roll call vote. The rate adjustment must also be approved at a second board meeting to become effective. (Note: Only Board members Hernandez, Bagnall, Griffin and Farnum may vote). |
| 14.0* | The CEO and Water and Wastewater Manager will discuss a proposed FY2023 wastewater rate adjustment. The new rate would go into effect for all wastewater bills prepared after June 30, 2022. The Chair will request a motion to approve on first reading. If moved, the Secretary will conduct a roll call vote. The rate adjustment must also be approved at a second board meeting to become effective. (Note: Only Board members Hernandez, Bagnall, Griffin and Farnum may vote). |
| 15.0* | The CEO and Finance Director will present an audit engagement letter for Blackburn, Childress & Steagall (BCS) for the FY2022 audit. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote. |

| | |
|--------------|--|
| 16.0* | The Chair will review appointment of Penn Stuart law firm as general counsel for FY2023. The Chair will request a motion to approve. If moved, the Secretary will conduct a roll call vote. |
| 17.0* | <p>The CEO, Legal Counsel and Administration Manager will review updates to the following Employee Handbook Policies:</p> <ul style="list-style-type: none"> • Attire and Grooming Policy • Equal Employment Opportunity Policy • Policy Guide – Federal and State Poster Requirements and Other Major Laws Policy • Unlawful Workplace Harassment Policy • Work Schedule Policy <p>The Chair will request a motion to approve the policies. If moved, the Secretary will conduct a roll call vote. Upon approval, the updated policies will be distributed to all employees after the Board meeting.</p> |
| 18.0 | The CEO and Water and Wastewater Manager will update the Board on the sewer improvement projects. |
| 19.0 | The CEO will discuss the Bristol Casino project. |
| 20.0 | The CEO and Legal Counsel will update the Board on litigation with the City of Bristol, Virginia. |
| 21.0 | Adjournment |

**Board Vote Required*

The next regularly scheduled Board meeting is tentatively scheduled for:
12:00 p.m. on Friday, May 20, 2022 (third Friday) as a combined April/May meeting.
For information, please contact Donna Biggs, the BVU Board Secretary, at (276) 669-4112.

Please note that BVU attempts to record all open sessions of BVU Board meetings. Recordings are uploaded to www.youtube.com and are available for the public to view.