

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

The meeting will start at 12:00 p.m. on January 24, 2020 at the following location:

BVU Administrative Building  
Designated 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 comments.
- \*6. The Chair will ask for a motion to approve the following minutes:
  - \*a. December 6, 2019 regular board meeting
  - \*b. December 20, 2019 called board meeting

\*7. The CEO will discuss changing the March 6, 2020 board meeting date to March 13, 2020. The Chair will request a motion to approve the meeting date change as presented. If moved, the Secretary will conduct a roll call vote.

8. The CEO and Finance Director will present the unaudited financial report for the first half of FY2020.

\*9. The CEO and Finance Director will review the following wording change amendments to the FY2020 Budget:

- \*a. Change the description under building and grounds in the electric system repair and replacement fund from “Remodeling (lobby, storm center, and wellness)” to “Drainage Improvements in Front of BVU Campus” in the amount of \$100,000.
- \*b. Change the description under Customer Service in the electric system repair and replacement fund from “Payment Kiosk” to “CSA - Software Upgrade.”
- \*c. Change the description under Customer Service in the electric system repair and replacement fund from “Prepaid Metering” to “CSA – Software Upgrade.”
- \*d. Change the description from Information Technology in the electric system repair and replacement fund from “Credit Card System” to “CSA – Software Upgrade.”

The Chair will request a motion to approve the wording change amendments to the FY2020 Budget as presented. If moved, the Secretary will conduct a roll call vote.

10. The CEO and Finance Director will present a Budget Schedule for FY2020.

11. The CEO will review the January 1, 2020 and March 1, 2020 electric rate cuts.

12. The CEO and General Counsel will provide a litigation update.

13. The CEO will provide an update on restoring power to customers from the strong wind storm event that occurred on January 11, 2020.

14. The CEO, Finance Director and General Counsel will update the Board on the January 10, 2020 DEQ/VRA loan closing.

15. The CEO and Water and Wastewater Manager will update the Board on the Little Creek and Beaver Creek Sewer Projects. Ground breaking is scheduled for March 2, 2020. Construction will take approximately 210 days.

16. The CEO and Water and Wastewater Manager will update the Board on the VDH inspection at the Water Treatment Plant.

17. The CEO will update the Board on the recent insurance inspection.

\*18. The CEO and Administrative Services Manager will review one new BVU Handbook policy (Fitness for Duty Policy) that is requested to be approved. The Chair will request a motion to approve the policy. If moved, the Secretary will conduct a roll call vote. If approved, employees will be made aware of the new policy.

19. The CEO, General Counsel, and Secretary will remind Board members of the annual required filing of the Statement of Economic Interest (SEI) form from the Virginia Conflict of Interest and Ethics Advisory Council. The deadline to file is February 1, 2020. The reporting period is January 1 – December 31, 2019. The SEI form has been provided to Board members to complete and return at the January 24, 2020 meeting.

20. Adjournment.

\*Board Vote Required

The next regular board meeting is *tentatively scheduled for Friday, March 13, 2020 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.