

At the Regular Meeting of the Greensville County Water and Sewer Authority, held on Monday, February 1, 2016, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, in the Board Room of the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia

Present: Michael W. Ferguson, Chairman  
Dr. Margaret T. Lee, Vice-Chairman  
Peggy R. Wiley  
Raymond L. Bryant, Jr.

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Mr. Ferguson called the meeting to order.

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In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the Agenda with one change. There was no Closed Session required.

Dr. Lee moved, seconded by Mr. Bryant, to approve the Agenda as amended. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

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In Re: Approval of the Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent Agenda.

Dr. Lee moved, seconded by Mrs. Wiley, to approve the Consent Agenda consisting of the following items. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

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Minutes from the meeting of January 19, 2016

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Warrants:

Approval of Total Accounts Payable for February 1, 2016, in the amount of \$70,405.75

Approval of Accounts Payables for the General Fund, in the amount of \$32,724.63

Approval of Accounts Payables for Special Projects, in the amount of \$37,681.12

Approval of Payroll for January 31, 2016, in the amount of \$100,440.72

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In Re: Smoke Testing Procedures

Mrs. Kathie Little addressed the Authority stating that Staff was requesting approval of an update to the smoke testing procedures. She stated that there were two changes being recommended that included 1) change the number of days from 30 days to 60 days for the property owners to make repairs after a smoke testing inspection, 2) after 60 days had passed and no repairs had been made, Staff was requesting that a \$30 service fee be charged monthly until repairs were made. She also stated that for commercial, industrial and institutional service, Staff was also recommending approval of a \$30 fee, but if the maintenance supervisor determined that the inflow was large enough to warrant the installation of a meter, Staff was requesting approval that one be installed and the charge be based on the current rates the Authority had approved per 1,000 gallons.

Dr. Lee moved, seconded by Mr. Bryant, to approve the Smoke Testing Procedures. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

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In Re: Resolution #WS-16-25 – Emergency Procurement

Mr. Michael Smith addressed the Authority stating that on January 26, 2016, the Three Creek Waste Water Treatment Plant had a water line break under the disinfection building that caused a great deal of damage to the structure. He stated that Staff was requesting approval to make repairs under an emergency procurement service rather than sealed bids by the approval of the following Resolution #WS-16-25.

**GREENSVILLE COUNTY WATER AND SEWER AUTHORITY  
RESOLUTION #WS 16-25  
RE: EMERGENCY PROCUREMENT**

**RECITATIONS:**

**R-1** On January 26, 2016, a 6” water line broke under the Disinfection Building at Three Creek Waste Water Treatment Plant (Three Creek WWTP). The pressurized water caused structural damage to the building slab and building walls.

- R-2** The GCWSA employed B&B Consultants, Inc. (B&B) to assess the structural damage to the building. B&B's structural engineer informed that the building was damaged, but is repairable. There is major damage to the concrete slab and the masonry walls.
- R-3** The B&B structural engineer recommended that the concrete slab be cored to assess the extent of the damage. The staff directed B&B to coordinate the core samples. That work was conducted on January, 27, 2016. The results of the slab evaluation should be available on or about January 29, 2016.
- R-4** Repair work will be required to restore the damaged building and water line. Other work may be required, which work will be identified by the assessment now being performed by B&B.
- R-5** The repair of the disinfection building and water line is of critical importance to the operation of the Three Creek WWTP plant.
- R-6** The foregoing facts create an emergency, as a result of which one or more contracts must be awarded without competitive sealed bidding or competitive negotiation; although the GCWSA shall effect such procurement with such competition as is practicable under the circumstances.
- R-7** Virginia Code Section 2.2-4303.F. authorizes the award of a contract without competitive sealed bidding or competitive negotiation in case of an emergency.

**IT IS, ACCORDINGLY, HEREBY RESOLVED AS FOLLOWS:**

1. On account of the foregoing facts, the GCWSA Board of Directors ("Board") hereby declares that an emergency exists; and
2. Because the Board has declared that an emergency exists, contracts for the needed goods and services will be awarded without competitive sealed bidding or competitive negotiation; and
3. The GCWSA shall effect such procurements with such competition as is practicable under the circumstances; and
4. Once contractors have been selected to provide the needed goods or services, the GCWSA shall issue a written notice stating that the contracts are being awarded on an emergency basis, identifying that which is being procured, the contractors selected, and the date on which the contracts were, or will be awarded. The notice shall be posted on the Department of General Services' central electronic procurement website, or other appropriate websites, and in addition, the GCWSA shall publish said written notice in the Independent Messenger on the day the GCWSA awards, or announces its decision to award the contracts, whichever occurs first, or as soon thereafter as is practicable; and

5. The GCWSA shall cause said written notice to be posted in the public area heretofore designated by the Board for the posting of public notices; and
6. A copy of this resolution shall be included in the contract file for these procurements.

Mrs. Wiley moved, seconded by Dr. Lee, to approve Resolution #WS-16-25 and authorized staff to proceed with the repairs. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

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In Re: Miscellaneous Matters

Mr. Whittington stated that the Staff Work Programs were prepared for the Authority's review and comments.

Chairman Ferguson asked if anyone had any questions. There were none.

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There being no further business to discuss, Dr. Lee moved, seconded by Mr. Bryant, to adjourn the meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

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Michael W. Ferguson, Chairman  
Greenville County Water and Sewer Authority