

At the Regular Meeting of the Greensville County Water and Sewer Authority, Monday, April 6, 2020, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, via Live Stream due to the COVID-19 Pandemic, in the Board Room of the Greensville County Government Center, 1781 Greensville County Circle, Emporia, Virginia

Present: William B. Cain, Chairman  
James R. Brown, Vice-Chairman  
Tony M. Conwell  
Belinda D. Astrop

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Chairman Cain called the meeting to order.

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In Re: Approval of Agenda

Mrs. Brenda Parson, Director, stated that Staff recommended approval of the Agenda with no added items.

Mr. Conwell moved, seconded by Mr. Brown, to approve the Agenda, as submitted. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Approval of the Consent Agenda

Mrs. Parson stated that Staff recommended approval of the Consent Agenda containing the following items:

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In Re: Approval of Minutes for the meeting of March 16, 2020.

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Warrants:

Approval of Total Accounts Payable for April 6, 2020, in the amount of, \$863,329.71

Approval of General Accounts Payable, in the amount of, \$637,525.15

Approval of Special Projects, in the amount of, \$225,804.56

Approval of Payroll for March 31, 2020, in the amount of, \$127,183.95

Mr. Conwell moved, seconded by Mr. Brown, to approve the Consent Agenda. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Resolution #WS-20-35 – Waiver of Fees

Mr. Glen Gibson, Assistant Director, addressed the Authority stating that the following resolution was in response to the COVID-19 Pandemic. He stated that if approved it was in compliance with the Governor's recommendation and the State Corporation Commission directions to suspend disconnection of service for non-payment for 60 days. He then stated if adopted, GCWSA would suspend late fees and penalties for 60 days and also suspend service disconnect for a 60 day period.

**RESOLUTION #WS-20-35  
COVID-19**

**WHEREAS**, Governor Ralph Northam announced March 17, 2020 additional steps to help Virginians impacted by novel coronavirus, or COVID-19, stop the spread of the virus in the Commonwealth, and protect public health; and

**WHEREAS**, the State Corporation Commission (SCC) issued an order CASE No. PUR-2020-00048 directing utilities it regulates, such as electric, natural gas, and water companies in Virginia, to suspend service disconnections for 60 days to provide immediate relief for any customer, residential and business, who may be financially impacted by the COVID-19 outbreak.

**NOW THEREFORE, BE IT RESOLVED**, that the GCWSA does hereby approve the following COVID-19 Plan;

GCWSA will:  
Suspend late fees and/or penalties for 60 days  
Suspend service disconnections for non-payment for 60 days

Mr. Conwell moved, seconded by Mr. Brown, to approve Resolution #WS-20-35, as presented. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Resolution #WS-20-36 – Grass Cutting Bids

Mr. Gary Mitchell, Utility Maintenance Manager, addressed the Authority stating that grass cutting services were bid out every three years. He stated that this year, B&L Lawn Service, LLC was the low bidder, in the amount of \$3,529.00 by adoption of the following resolution.

**RESOLUTION #WS-20-36**  
**AWARD OF CONTRACT FOR GRASS CUTTING SERVICES**

**WHEREAS**, the Board of Directors (“Board”) of Greenville County Water and Sewer Authority (“GCWSA”) issued a Request for Sealed Bids for Grass Cutting Services at GCWSA’s treatment, distribution and collection facilities; and

**WHEREAS**, all bids received were opened on Tuesday, March 24, 2020; and

**WHEREAS**, B&L Lawn Service, LLC was the low bidder, and has been determined by the Board to be responsive and responsible.

It is, accordingly, hereby **RESOLVED** by the Board, as follows:

1. The Board hereby accepts the low bid of B&L Lawn Service, LLC, contingent on the successful negotiation and signing of a contract approved by the GCWSA Attorney.
2. The Board hereby awards a contract to B&L Lawn Service, LLC, for the provision of grass cutting services at GCWSA’s treatment, distribution and collection facilities for a term commencing upon execution of a contract, and thereafter extending through October 31, 2022, as set forth in the Request for Sealed Bids.
3. Adoption of this resolution constitutes publication of the Board’s notice of award of said contract to B&L Lawn Service, LLC.
4. The Board authorizes the preparation of a notice of its award of said contract, and further directs that such notice be emailed and sent via First Class U. S. Mail to all unsuccessful contractors which submitted bids in response to GCWSA’s Request for Sealed Bids.
5. The Board authorizes the GCWSA Attorney to draft a contract between GCWSA and B&L Lawn Service, LLC, and further authorizes the Chair or Vice-Chair of the Board, or GCWSA Director, any of whom may act alone, to execute said contract, conditioned on approval thereof by the GCWSA Assistant Director and the GCWSA Attorney.

Mr. Conwell moved, seconded by Mr. Brown, to approve Resolution #WS-20-36. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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In Re: Approval of FY20-21 Health Insurance Rates

Mrs. Parson stated that the Authority's rates were the same as the County's and Staff was recommending approval.

Mr. Conwell moved, seconded by Mr. Brown, to approve the FY20-21 Health Insurance Rates. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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Re: Adjournment

There being no further business to discuss, Mr. Conwell moved, seconded by Mr. Brown, to adjourn. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

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William B. Cain, Chairman  
Greenville County Water and Sewer Authority