

At the Budget Meeting of the Greensville County Water and Sewer Authority Meeting, held on Monday, August 26, 2013, 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

Absent: James C. Vaughan

The meeting was called to order by Chairman Ferguson.

In Re: Approval of Agenda

Mr. Whittington, Director, stated that Staff recommended approval of the Agenda with no added items.

Mrs. Wiley moved, seconded by Dr. Lee, to approve the agenda as submitted. Voting aye: Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Budget Session

Mrs. Parson stated that Staff had presented to the Authority a balanced budget totaling \$5,218,171.00. She stated that the Authority should have a print out of the revenues and expenditures by departments and that at this time, the revenues and expenditures were balanced. She also stated that on the expenditures side, Staff was recommending a 4% pay increase for all full time employees, effective October 1, 2013. She then stated that there were a few changes regarding personnel. Mrs. Parson stated Mr. James Warf would be retiring as October 31, 2013, which was a major change. She also stated that his position would be frozen unless the Authority decided otherwise in the near future. She then stated that the other personnel change involved Moses Clements and that he in the past years he had been in the department of inspections but since he had been appointed the Assistant Director of the Water and Sewer Authority, his position was moved to Administration. Mrs. Parson stated that the Authority should notice a sizeable increase in the expenditures of Administration to accommodate Mr. Clements's salary plus other needs such as office supplies, professional services, etc.

Mrs. Parson stated that at some point, Staff would also be reviewing the capital projects which was located in the supplemental information and that the recommended projects totaled \$1,415,112.00. She stated that of that amount, \$210,258 would be funded through the General Fund Revenues. She also stated that \$28,000 of existing bond proceeds would be used for one of the projects due to saving on a current project. She then stated that there were six new projects that totaled \$1,164,854 for which Staff would be seeking bond proceeds. Mrs. Parson stated also included in the budget was debt service on the

amount just mentioned and the details of the other projects would be reviewed at a later time.

Mrs. Parson stated that in order to balance the budget, Staff was also recommending an increase in water and sewer rates. She stated that the recommendation was found in the supplemental information which included a comparison of water rates with the City of Emporia and the proposed rates for the Authority. She also stated that the proposed increase for residential, commercial and industrial rates was 4.5% and the proposed increase for institutional rates was 7.5%. Mrs. Parson stated that included in the 7.5% was an additional 3% over the residential, commercial and industrial rate to account for the treatment of excess copper and zinc showing up in the Authority's water system.

She then asked if there were any questions. Supervisor Ferguson asked when was the last time the Authority had a rate increase? Mrs. Kathie Little, Customer Accounts Manager, stated that in October 2012, institutional sewer rates were increased, in July 2012, institutional water rates were increased and February 2012, was the last time residential, commercial and industrial rates were increased. She also stated that for FY 2013, there was no rate increase for residential, commercial and industrial.

In Re: Gary Mitchell - Utility Maintenance

Mrs. Parson reviewed the following changes stating that budgeted for maintenance contracts in FY2013 was \$5,000 and the recommended amount for FY2014 was \$5,646 due to the addition of two new generators. She also stated that budgeted for travel and training in FY2013 was \$2,500 and the recommended amount for FY2014 was \$5,000 due to electrical classes being required for Maintenance Workers I, II. She then stated that the total recommended budget for maintenance was \$717,712.

In Re: Glen Gibson - Jarratt Water Treatment Plant

Mrs. Parson reviewed the following changes stating that budgeted for Contractual Services in FY2013 was \$35,000 and the recommended amount for FY2014 was \$41,010 due to DEQ new requirements regarding the sludge lagoon. She also stated that budgeted for Permits and Fees in FY2013 was \$2,360 and the recommended amount for FY2014 was \$3,500. She then stated that the total recommended departmental budget for FY2014 was \$651,588.

In Re: Michael Smith – Falling Run Sewage Treatment Plant

Mrs. Parson reviewed the following changes stating that budgeted for Permit and Fess in FY2013 was \$3,233 and the recommended amount for FY2014 was \$8,000. She also stated that budgeted for chemicals in FY2013 were \$74,000 and the recommended amount for FY2014 was \$155,000 due to lower DEQ limits and the Department of Corrections. She then stated that the total recommended departmental budget for FY2014 was \$718,300.

In Re: Michael Smith – Jarratt Sewage Treatment Plant

Mrs. Parson stated that budgeted for Permits and Fees in FY2013 was \$2,514 and the recommended amount for FY2014 was \$2,600. She then stated that the total recommended departmental budget for FY2014 was \$37,900.

In Re: Michael Smith – Skippers Sewage Treatment Plant

Mrs. Parson stated that budgeted for Permits and Fees in FY2013 was \$2,011 and the recommended amount for FY2014 was \$2,100. She then stated that the total recommended departmental budget for FY2014 was \$18,900.

In Re: Debt Service

Mrs. Parson stated that debt service had decreased overall for the upcoming year due to most of the debt service payments decreasing a little each year and also that one of the debt service payments had been eliminated (in the amount of \$100,000) but there had been some debt service added due to the Capital Improvements Plan. She stated that there was a new payment of \$88,000 which was a projected amount on new items that were included in the proposed Capital Improvements Plan. Mrs. Parson then reviewed the breakdown on the capital projects and where the funding would be coming from. She then reviewed the Capital Improvements Program requests by department.

In Re: Adjournment

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

Michael W. Ferguson, Chairman