

At the Regular Meeting of the Greensville County Water and Sewer Authority, held on Monday, July 16, 2012, with Budget Session beginning at 3:00 P.M. and 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
James C. Vaughan
Peggy R. Wiley

Chairman Ferguson called the meeting to order.

In Re: Budget Session

Mr. Whittington stated that the purpose of the meeting was to review the recommended capital and operating budget for the Water and Sewer Authority, FY2013. He stated that the Authority would be reviewing the budget analysis for expenses and revenues. He also stated that the Authority would be reviewing the supplemental information as well. Mr. Whittington stated that some of the highlights included that all full time employees was recommended to receive a 5% pay increase as of July 1, 2012, due to the Governor's requirement that employees pay 5% of their salaries toward VRS, one new position for the Jarratt Water Treatment Plant, the Local Choice Benefits Program that was recommended and approved by the Authority with a 5.1% increase and Group Life Insurance rate increase from .28% to 1.19%. Mr. Whittington stated that Staff was not recommending a rate increase for water or sewer for its residential customers but were recommending an increase to the water and sewer rates to the institutional customers by 3%. He then explained the reasons for the requested increase.

In Re: Operating Expenditures and Revenues

Mr. Whittington reviewed each line item with changes and stated that the administration department budget for the current year was going from \$457,742 to a recommended budget of \$382,047; the Authority Board budget for the current year was going from \$23,457 to a recommended budget of \$24,666; utility maintenance department current year budget was going from \$576,338.00 to a recommended budget of \$705,122; water purchase department current budget was \$41,593 to a recommended budget of \$10,000; the water treatment department – Jarratt current budget was \$509,543, to a recommended budget of \$598,102; the Econo Lodge Well System current budget was \$8,819 to a recommended budget of \$8,978; Jackson Feild Home Well System

current budget was \$2,254, to a recommended budget of \$2,490; the Falling Run Sewage Treatment current budget was \$47,399 to a recommended budget of \$47,240; the Three Creek Sewage Treatment current budget of \$575,620 to a recommended budget of \$626,901; the sewage services current budget was \$15,900 to a recommended budget of \$15,900; the Jarratt Sewage Treatment current budget was \$39,512 to a recommended budget of \$36,800; the Skippers Sewage Treatment current budget was \$13,375 to a recommended budget of \$18,200; the inspections department current budget of \$107,094 to a recommended budget of \$111,311; the debt service current budget was \$1,326,358 to a recommended budget of \$1,324,999; capital projects current budget was \$3,348,537 to a recommended budget of \$112,600.00, with a total recommended budget for the Water and Sewer Authority expenses and revenues in the amount of \$4,025,357.

Mr. Whittington stated that the only uncommon practice assigned to this year's budget versus previous years budgets were that some charges for the expenditures were assigned directly to the institutional users due to the generator, copper, zinc, etc. as discussed earlier. He stated that Staff recommended approval.

Mrs. Wiley moved, seconded by Dr. Lee, to increase the water and sewer rates for institutions only at 3%. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

Mr. Kathie Little, Customer Accounts Manager, stated that Staff recommended approval of the following.

RESOLUTION #WS- 12 - 38
PROPOSED INCREASE IN INSTITUTIONAL SEWER RATES ONLY

WHEREAS, the Greensville County Water and Sewer Authority must establish rates for the provision of potable water and treatment and disposal of wastewater to cover the expenses necessary or properly attributable to furnishing the services; and

WHEREAS, the expenses of the Authority have increased as to warrant a rate increase of three percent in the Authority's sewer rates for institutional customers only; and

WHEREAS, the Code of Virginia requires a public hearing prior to increasing the rates for the provision of public sewer service;

NOW, THEREFORE BE IT RESOLVED that the Greensville County Water and Sewer Authority is considering the adoption of the proposed schedule of rates for sewer service, dated July 16, 2012; and

The Greensville County Water and Sewer Authority will conduct a public hearing on Monday, October 1, 2012 at 6:00 p.m. in the Board Room located at the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia 23847.

SEWER RATES

Institutional Only

+ 3.0 %

Mr. Vaughan moved, seconded by Mrs. Wiley, to approve Resolution #WS-12-38. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson

In Re: Mr. Ferguson recessed the meeting until the conclusion of the Board of Supervisors Meeting.

In Re: Supervisor Ferguson reconvened the meeting.

In Re: Closed Session

Mr. Whittington, Director, stated that Staff recommended the Authority go into Closed Session, Section 2.2-3711 (a) 1) Personnel Matters.

Mrs. Wiley moved, seconded by Dr. Lee, to go into Closed Session, as recommended by Staff. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Regular Session

Mrs. Wiley moved, seconded by Dr. Lee, to go into Regular Session. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Certification of Closed Meeting – Resolution #WS-12-36

Mrs. Wiley moved, seconded by Dr. Lee, to adopt the following Resolution. A roll call vote was taken, as follows: Dr. Lee, aye; Mr. Vaughan, aye; Mrs. Wiley, aye and Chairman Ferguson, aye.

**RESOLUTION #WS-12-36
CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Greensville County Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greensville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greensville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greensville County Water and Sewer Authority.

Chairman Ferguson recessed the meeting until the conclusion of the Board of Supervisors Meeting.

Chairman Ferguson reconvened the meeting.

In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the Agenda. Mrs. Wiley moved, seconded by Dr. Lee, to approve the Agenda as submitted. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Approval of the Consent Agenda

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

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

Approval of Minutes for July 2, 2012

Budgetary Matters:

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #22, in the amount of \$130,062.50 and Budget Amendment Resolution #WS-12-37, in the amount of \$234,350.00, both of which are incorporated herein by reference.

Warrants:

Approval of Accounts Payable for July 16, 2012, in the amount of \$86,990.37

In Re: Backup Generator for the Jarratt Water Treatment Plant

Mr. James Warf, Superintendent of Public Utilities, addressed the Authority stating that a request was received from the Department of Corrections to provide backup power to the water treatment plant. He stated that plans and specifications were prepared, the project advertised and bids were received on Friday, July 6, 2012. Mr. Warf stated that the bids ranged from a high of \$232,800 to a low of \$188,500 with the lowest bidder being ITAC of Chester Virginia. He stated that after review of the bids by B&B Consultants and Staff, the recommendation was to award the project to ITAC for the bid price of \$188,500 and that Mr. Whittington or his designee be authorized to sign all documents associated with the project.

Mrs. Wiley moved, seconded by Mr. Vaughan, to award the bid to ITAC and that Mr. Whittington be authorized to sign documents associated with the project. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

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

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