

METROPOLITAN LYNCHBURG MOORE
UTILITY DEPARTMENT
BOARD MEETING
April 12, 2022

The Metro Utility Board meeting scheduled for April 12, 2022, at 6:00 P.M. was called to order by Keith Moses, Chairperson. Member's present: Keith Moses, Will Shavers, Shane Taylor, Jon Robertson, Barry Posluszny, Mayor Bonnie Lewis, Brooke Fanning and Russell Sells.

Motion was made by Shane Taylor and seconded by Will Shavers to approve the minutes of the March 8, 2022, meeting. Motion carried 5-0.

Visitors: Travis Wilson, *LJA Engineering* and Tabitha Moore, *The Lynchburg Times*

Employee Manual Updates: Russell Sells presented the board with several updates to the MUD Employee Manual. He explained that these revisions were necessary to mirror the County General Employee Manual. After a lengthy review and discussion, a motion was made by Jon Robertson and seconded by Will Shavers to accept the presented Employee Manual updates with the understanding that the Employee Manual will be review by the County's attorney, John T. Bobo. Counselor Bobo will offer his opinion prior to the Employee Manual being formally adopted and implemented in July 2022. Motion carried 5-0.

2022-2023 Budget Proposal: Brooke Fanning presented the board with a proposed budget for 2022-2023. After a discussion and Q&A session this item was tabled until revenues and expenses are refigured and presented at the May meeting. The board asked to see the budget revised with the following items: a) water revenue reflect a 2% price increase and a .95¢ Power Surcharge b) medical insurance expense reflect a 6% price increase.

SRFL \$2.5 mil Sanitary Sewer Renovation: Travis Wilson updated the board that the Notice to Proceed for this project is tentatively set for May 9, 2022. Construction should begin at the end of May or beginning of June. The project completion date is scheduled for the end of October.

Engineers' Reports – Travis Wilson updated the board on the progress of several projects:

1. TDOT road widening project is scheduled to begin in June 2022.
2. Design of the two new booster stations and the 12" transmission line are within 30-40% complete. Property acquisition is still being explored for the Cates Booster Station. The projects should let out in August 2022.

Managers' Report: Russell Sells explained that the Raw Water Intake Pump was installed and had worked a couple of days before a gasket blew out again. He has the Xylem crew scheduled to remove it for repairs once again this coming week.

Brooke Fanning informed the board that the new software company CUSI is working to create the new billing database and hopefully a first edition will be available for staff viewing next week.

Motion was made by Shane Taylor, and seconded by Will Shavers, to adjourn. Meeting adjourned at 7:00 PM. Motion passed 5-0.

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Keith Moses, Chairperson