

# NOTICE AND AGENDA

**To:** Board of Directors  
**From:** Brian Key – Executive Director  
**Date:** March 9, 2021  
**Re:** Notice of Board Meeting and Agenda

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Authority”) will be held on **Tuesday, March 16, 2021 at 7:00 p.m.** in the **Board Meeting Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. Due to COVID-19, the meeting room attendees will be limited to board members and staff; the public can provide input and/or join the meeting in the following ways:

- Join the Zoom meeting with **audio/video** by electronic device (computer, phone, tablet):  
<https://us02web.zoom.us/j/81197958137?pwd=eGcxRDVtZXpXeW1mQnY5QWdLV2RaZz09>
  - Meeting ID: 811 9795 8137
  - Password: 2w2Zs4
- Join the Zoom meeting with **audio only** by phone:
  - Meeting ID: 811 9795 8137
  - Passcode: 423386
    - 470 381 2552 (Atlanta)
    - 470 250 9358 (Atlanta)
    - 646 518 9805 (New York)
    - 646 558 8656 (New York)
    - 267 831 0333 (Philadelphia)
    - 301 715 8592 (Washington DC)
- Click on the link to the online meeting on our Facebook page or website
  - [www.brwa.com](http://www.brwa.com) (the meeting link is on one of the banner posts on the front page)
  - <https://www.facebook.com/bedfordwater>

The following Agenda is proposed for discussion:

1. Call to Order
  - a. Pledge of Allegiance
  - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: February 16, 2021 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
  - a. Financial Statements through month end February 2021
  - b. Finance Committee Meeting Summary – February 25, 2021
    - i. **Resolution 2021-03.01**: Rate Advertisement
6. Operations Report: Presented by Nathan Carroll
  - a. Work Order Summary

7. Administration Report: Presented by Megan Pittman
  - a. Public Relations Information
  - b. Personnel Committee Meeting Summary – March 3, 2021
    - i. **Resolution 2021-03.02:** Health Insurance
8. Engineering Report: Presented by Rhonda English
  - a. Projects Summary
9. Legal Counsel Report
10. Executive Report: Presented by Brian Key
  - a. Policies and Projects Committee Summary – March 3, 2021
    - i. **Resolution 2021-03.03:** EDA support for Burnbridge
    - ii. **Resolution 2021-03.04:** Board Compensation
    - iii. **Resolution 2021-03.05:** Prepayment Policy Revisions
  - b. Personnel Committee Meeting Summary – March 12, 2021
    - i. Closed Session Pursuant to Section 2.2-3711 A. 1 of the Code of Virginia, specifically to review salaries and the annual evaluation of the Executive Director
11. Other business not covered on the above agenda
12. Motion to Adjourn