

**Heard County Water Authority
Board Meeting Minutes
Feb 20, 2023**

The Heard County Water Authority Board met in regular session on February 20, 2023, at 5:00 p.m. The following members were present: James Ray Gosdin, Loy Howard, Alvin Ginn, Tommie McKeever, and Shane Cammon.

Chairman Gosdin called the meeting to order. Joe Jones gave the invocation and led the Pledge of Allegiance.

Recognition of Guests: Barry Smith, Auditor & Phyllis Woodson

Approve Agenda: On motion and second (Cammon, Ginn) a unanimous vote was made to approve the agenda.

Approve Minutes: On motion and second (Cammon, Ginn) a unanimous vote was made to approve the minutes for January 2023.

New Business:

Board Vote for Officers in 2023: Due to Alvin Ginn resigning from the board, he suggested that this vote be tabled until next month. On motion and second (Ginn, Cammon) a unanimous vote was made to table the vote until next month.

FY 22 Audit Review: Barry Smith, Auditor presented the FY 22 Audit to the board. He went over the figures and findings on the report. He stated that the Audit was given an unmodified opinion which is the highest "score" for an Audit. He also told the board that the two other categories from the Audit, the Yellowbook portion and the Single Audit were also given an unmodified opinion. Alvin Ginn asked him how we looked on the financial aspect of the Audit and what "grade" he would give HCWA. Smith advised that HCWA was very stable and if there was a situation where no income came in, HCWA could keep operating for at least 6 months, while most Government Agencies can only operate around 3 to 3 ½ months with no income. Barry stated that his grade for HCWA on that matter would be an A+. Howard recommended a response to the Letter from the Auditor which listed 3 topics HCWA needs to review and consider changes. On motion and second (Howard, Ginn) a unanimous vote was made to respond to the Auditor's letter with a written response.

Board Member's Education: Director Cook and Attorney Michael Hill presented a document that stated basic guidelines for the HCWA board members. In light of having a new Board Member appointed, Director Cook and Attorney Hill felt that it would be great to have a document for current HCWA Board Members and new HCWA Board Members to have as a guide on the duties and ethics of being a Board Member.

Old Business:

DOT Project on HWY 34 E Update: Director Cook gave an update on the DOT project on HWY 34 E. She has composed a letter to request Utility Aid for the project. Cook presented a preliminary cost estimate on the project. \$197,190.00 plus the estimated cost of Engineering in the amount of \$18,500.00. Director Cook never received any notice as to this project therefore the window of time to be granted Utility Aid has passed. She is sending in the letter and the other requirements needed in hopes of being able to receive financial assistance. Vice-Chairman, Loy Howard will contact GDOT Board Member Dennis McIntyre to discuss this situation with him and hopefully come to a resolution.

Reports:

1.) Administration: Beth Cantrell, Lead Operations Specialist, presented the financial statement for January 2023.

January 2023

*Income: \$241,297.29

*Expenses: \$217,186.95

*Net Income: \$24,110.34

*Net Income with Depreciation, Capital Expenses and other Expenses: \$<36,952.95>

2.) Distribution: Joe Jones, Distribution Superintendent, presented for Distribution for January 2023.

January 2023

Services: 3

Leaks: 20

Main Breaks: 1

Valve Maint:3

Meter Pump Testing: 0

Locates: 112

Work Orders: 76

Turn Offs: 34

Data Log: 0

Meter Chg. Outs: 4

DOT Permits:0

3.) WTP: Matthew Dean, WTP Manager, presented for the Water Treatment Plant for January 2023.

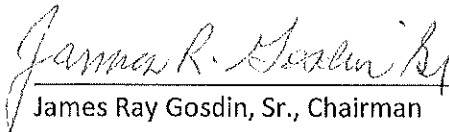
No violations for the month. Comments: Chant Bailey has moved from distribution to the water plant and is in training. Chant Bailey will be filling a vacancy that was created when Bryant Snyder left as plant manager, and he (Matthew Dean) was promoted from plant operator to plant manager. Bailey is required to have three months training at the water plant and complete a 40-hour course at the GWWI facility in Carrollton, GA. Then Bailey will be eligible and required to pass a test through the state to acquire his Class III water treatment license.


4.) **WWTP:** Darrell Brice, WWTP Manager, presented for the WWTP for January 2023. No violations this month.

Executive Session: On motion and second (Ginn, McKeever) a unanimous decision was made to enter Executive Session @ 6:09pm

Return to Open Session: On motion and second (McKeever, Howard) a unanimous vote was made to return to open session. No action was taken in Executive Session.

Adjourn: On motion and second (Howard, Cammon) a unanimous vote was made at 6:33 pm to adjourn the meeting.


James Ray Gosdin, Sr., Chairman


Date