

**Heard County Water Authority  
Board Meeting Minutes  
January 30, 2017**

The Heard County Water Authority Board met in regular session on Monday January 30, 2017 at 5:00p.m. The following members were present: James Ray Gosdin, Sr., Carrie Rutledge, Alvin Ginn, Loy Howard and Tommie McKeever.

Mr. Gosdin called the meeting to order and Laurie Cook gave the invocation and led the Pledge of Allegiance.

**Recognition of Guests** – Tom Sloope and Chad Sipe with Carter & Sloope; Lawrence Lipford

**Approve / Modify Agenda** – On motion and second (Ginn, Rutledge ) a unanimous vote was made to approve the agenda.

**Approve/Modify Minutes:** On motion and second (Rutledge, McKeever) a unanimous vote was made to approve the minutes for December 19, 2016.

**New Business:**

Director Laurie Cook and WWTP Manager Darrell Brice presented the Watershed Protection Plan for Heard County. The plan from 2004 was never approved by the EPD. Darrell Brice explained the original plan covered approximately twenty seven small streams in Heard County.

Mr. Brice began working on the project again last year. He clarified to the EPD that all wastewater is produced inside Franklin City Limits. The new plan now only covers three streams that are inside the city limits. Those three streams include unnamed streams on Glover Road, Stephens Circle and on Highway 34 East near Plasti-Paint Inc. The cost of the testing and reporting will run approximately \$4000.00 per year. The responsibility of the WWTP is to test these streams and report results annually to the EPD.

**Approve Watershed Protection Plan:** On motion and second (Howard, Ginn) a unanimous vote was made to approve the project.

**Old Business:**

City of Ephesus Contract- Laurie Cook discussed the motion made at the last Board Meeting to install a meter and check valve on the Barr Farm Road water line that feeds water to the City of Ephesus. Director Cook presented two quotes, one for a 6" meter and one for a 4" meter. The cost of a meter assembly and bypass would be over \$10,000. The purpose of the motion was to protect against backflow. Two valves exist in the water main now, and Director Cook advised a locking valve cover could be installed for approximately \$250.00 by Matt Glover. She suggested the valve be locked off and the key kept at the Water Plant. The line should only be used to reroute water distribution if the City of Ephesus' main water supply was disrupted in an emergency situation. Bryant Snyder suggested a certified backflow to prevent backflow from the City of Ephesus into our water system. Chad Sipe with Carter & Sloope said he has seen these situations with other water systems and most simply lock off the valve. It was decided by the Board members for the Director to further review the matter come back to the Board with a suggestion at a later time.

Potential Projects and Funding - The availability of SPLOST for funding projects and the presentation made at the County Commission Meeting by Chad Sipe with Carter & Sloope and Director Laurie Cook was discussed. Director Cook advised that the County proposed a commitment of \$500,000 to the Water Authority in 2017, and that Commissioner Larry Hooks asked about the completion of the water extension project in the Corinth area of the County.

Director Laurie Cook asked if we should pay for the Back Clear Well Tank Upgrade out of SPLOST or the General account.

**Tank Upgrade Payment** - On motion and second (Howard, McKeever) a unanimous vote was made to pay for Tank Upgrade out of the SPLOST III account.

**Reports:**

**1.) Administration-** Michelle reviewed the financial statement.

Payment spreadsheet from Darnel Quick Recovery was discussed by Laurie Cook.

Shelly Sockwell explained how the leak list is obtained from meter reading software and the process of notifying customers of leaks by mail. A Distribution crew member is called to turn meter off for larger leaks and the customer is notified by phone. Laurie Cook notified Board of an upcoming software presentation on 02/15/17 and invited them to attend if they would like to see what improvements can be made in the Customer Service & Billing of HCWA operations.

**2.) Distribution-** Edward Ponder was not present due to an emergency in the field. Laurie Cook presented in his place for the month of December:

Services: 2  
Leaks: 14  
Locates: 41  
Work Orders: 108  
Turn Offs: 74  
DOT Permits: 0

Safety Meeting was held for Distribution Department. Laurie Cook announced Distribution Department would be attending an OSHA Safety Class on Trenching on 02/02/17.

Alvin Ginn suggested all departments keep a Safety Meeting file to track all meeting and topics discussed in those meetings.

**3.) WTP-** Bryant Snyder reported normal operations and no violations for December. Creek levels are higher due to over 12 inches of rain in December. More rain is forecasted in the coming months and it is expected the County will be out of a drought. Bryant will keep the Board updated on drought conditions in the coming months. Safety Meeting on general safety and awareness was held for the Water Treatment Plant.

**4.) WWTP-** Darrell Brice reported normal operations and no violations for December at the WWTP. His department held a safety meeting for the month of December.

**Executive Session** - On motion and second (McKeever, Ginn) a unanimous was made to enter Executive Session to discuss Personnel matters.

On motion and second (Rutledge, McKeever) the Board returned to open session.

**Modify Agenda** - On motion and second (Howard, McKeever) a unanimous vote was made to amend the agenda to discuss amending the budget. Director Cook asked to add a new line item for the tank maintenance contract in the budget.

On motion and second (Howard, Rutledge) a unanimous vote was made to amend the budget with a 4% increase.

Meeting was adjourned at 6:50 pm, on motion and second (Rutledge, Howard).

James R. Gosdin Sr.  
James Ray Gosdin, Sr., Chairman

2-27-17  
Date