

**Heard County Water Authority
Board Meeting Minutes
May 21, 2018**

The Heard County Water Authority Board met in regular session on Monday May 21, 2018 at 5:00 p.m. The following members were present: James Ray Gosdin, Sr., Loy Howard, Alvin Ginn and Patty Jiles.

Chairman Gosdin called the meeting to order. Michael McClain gave the invocation and led the Pledge of Allegiance.

Guests-Chad Sipe and Brittany Bradley with Carter & Sloope, Pam Burdette with Georgia Association of Water Professionals (GAWP).

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

Approve Minutes: On motion and second (Howard, Jiles) a unanimous vote was made to approve the minutes for April 2018.

New Business:

Contract with PPI for Fire Protection Tank- PPI made the offer to help pay for the maintenance of the fire protection tank. Director Laurie Cook and HCWA Attorney Jerry Ann Connor put together a preliminary contract for the Board to review. PPI is offering to make a one-time payment of \$6400.00 for the last 12 months and a line item payment of \$533.33 monthly on their bill going forward. It's a 20 year contract and they have the opportunity to cancel the contract with a 60 day notice. The numbers come from what it costs the Water Authority monthly to maintain their Fire Protection Tank.

On motion and second (Ginn, Jiles) a unanimous vote was made to approve the contract with PPI.

Amend Contract with PPI- The fire protection tank was built for the Industrial Park and can be used by other businesses that may build in the park. It is not exclusively for PPI's use. A clause should be added that other users can run lines from the fire protection tank and should also pay a user's fee. Change the term of the contract from 20 years to 10 years.

On motion and second (Ginn, Jiles) a unanimous vote was made to approve the amendment to the PPI Contract.

Platinum Award presented to WTP and Gold Award to WWTP- Pam Burnett with GAWP presented the Platinum Award to Bryant Snyder and the Water Treatment Plant. She praised the work they have done to accomplish such an award, as it requires perfect compliance (no violations or mistakes in documentation). The Platinum Award is presented to those with 5 consecutive years of perfect compliance. The Gold Award was presented to Darrell Brice and the Waste Water Treatment Plant for a year of perfect compliance. This is the second year in a row for WWTP.

Old Business:

WTP Rehab and Upgrade- Chad Sipe with Carter & Sloope gave an update on the rehabilitation of the Water Treatment Plant.

We currently have a \$3,000,000.00 loan with GEFA, and \$500,000.00 in principal forgiveness. The interest rate is 2.25%. That is the maximum amount we can get from GEFA. GEFA has still not received their capitalization grant from Washington D.C. Anyone awaiting infrastructure grants are on hold for now. It is expected to be granted during the summer.

Chad also suggested, after discussions with Bryant Snyder and looking through design concepts, the possibility of upgrading the capacity of the plant from 3 MGD to 4 MGD to produce larger volumes of water than in the past. He handed out design option packets for the Board to look over and discuss. The Board agreed to ask for expansion of upgrades at a later date if needed for economic growth.

On motion and second (Howard, Ginn) a unanimous vote was made to stay with original upgrade request (Addition to Base Design - Option A/2.9).

2018 Budget Proposal- Director Laurie Cook presented the budget proposal to the Board. She and Michelle Robinson CPA have went over the numbers and they project about a 2.5% increase in Revenue. She projects we will have a 15% net this year. Director Cook proposed a slight rate increase later, possibly in July, and she said she would propose an amendment to the budget to reflect the increase . Our last increase was in 2012.

On motion and second (Howard, Ginn) a unanimous vote was made to approve the Budget as presented.

Reports:

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

*Revenue was \$177,622.96

*Expenses were \$ 132,444.00

*Net Income was \$45,149.00

2.) Distribution- Michael McClain reported for Distribution:

Services: 7

Leaks: 11

Main Breaks: 6

Main Leaks: 0

Locates: 24

Work Orders: 84

Turn Offs: 77

Data Logs: 6

DOT Permits: 0

Safety Meeting was held on Equipment Safety.

3.) WTP- Bryant Snyder reported normal operations and no violations for April. Safety Meeting was held for April. Unaccounted water has risen to 43%.

4.) WWTP- Darrell Brice reported normal operations and no violations for April. Safety Meeting was held on tractors and cutting equipment.

Adjourn: On motion and second (Ginn, Jiles) a unanimous vote was made at 6:17 pm to adjourn the Board Meeting.

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

6-25-18
Date