

**Heard County Water Authority  
Board Meeting Minutes  
May 20, 2024**

The Heard County Water Authority Board met in regular session on May 20, 2024, at 5:00 p.m. The following members were present: Loy Howard, Rick Jones, Shane Cammon, Lynda Tucker and Connie Nelms.

Chairman, Loy Howard, called the meeting to order. Shane Cammon gave the invocation and led the Pledge of Allegiance.

**Recognition of Guests:** Chris Walker, MMA

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

**Approve Minutes:** On motion and second (Cammon, Jones) a vote was made to approve the March 2024 minutes.

**New Business:**

**Fiscal Audit Proposal:** Executive Director Laurie Cook presented the only proposal received after requesting bids from 6 CPA firms. The proposal came from McNair McLemore Middlebrooks & Co. On motion and second (Nelms, Jones) a unanimous vote was made to accept the proposal from MMM&C.

**Insurance Renewal:** Chris Walker from Marsh McLennan Agency presented the new insurance renewal. The renewal was approved by Loy Howard, Chairman, on 04/30/2024. HCWA Board wants to ratify the renewal by raising the property insurance deductible to \$10,000. The Board also wants to management to get the Board's approval before any claim is filed in the future. On motion and second, (Cammon, Jones) a unanimous vote was made to ratify the renewal as stated above.

**Raw Water Station Pump Repair:** Director Cook addressed the board concerning the need for immediate repair of the Raw Water Station Pump. She presented a quote from Goforth Williamson, Inc. in the amount of \$28,985.00. On motion and second, (Jones, Cammon) a unanimous vote was made to approve the repair of the Raw Water Station Pump.

**Water Connection Fees:** Director Cook presented a proposal to the Board asking for an increase in water connection fees. She explained that the current charge is not covering the cost of the installation due to the rising costs of meters, supplies, shipping, etc. On motion and second (Jones, Nelms) a unanimous vote was made to increase water connections fees.

**Defined Benefit Retirement Plan:** Beth Cantrell, Lead Operations Specialist addressed the Board concerning a routine change in the Defined Benefit Retirement Plan through GMA. The new plan needs to be adopted by the Board and returned to GMA. Upon motion and second (Cammon, Jones) a unanimous decision was made to adopt the revised plan contingent upon adequate red lining from our Attorney, Michael Hill.

**FY '25 Budget Draft:** Beth Cantrell, Lead Operations Specialist presented the Proposed budget for FY '25. The Board looked over the budget and Chairman Howard encouraged anyone with questions concerning the budget, to contact Beth Cantrell before the next board meeting (June 17, 2024).

**Schedule Public Hearing for Budget:** The Public Hearing for the Budget was scheduled for 5:00 pm June 17, 2024. Notices will be posted in local news paper and in the office.

**Old Business:** None

**Reports:**

**1.) Administration:** Beth Cantrell, Lead Operations Specialist, presented the financial statement for March and April, 2024.

**March 2024**

\*Income: \$335,773.24

\*Expenses: \$200,505.51

\*Net Income: \$135,267.73

\*Net Income with Depreciation, Capital Expenses and other Expenses: \$10,511.45

**April 2024**

\*Income: \$245,665.04

\*Expenses: \$216,755.92

\*Net Income: \$28,909.12

\*Net Income with Depreciation, Capital Expenses and other Expenses: <\$110,941.11>

**2.) Distribution:** Darrell Brice, Interim Distribution Superintendent, presented the distribution report for March and April, 2024

**March 2024**

New Installs: 1

Leaks: 11

Main Breaks: 2

Valve Maint: 0

Meter Pump Testing: 0

Locates: 119

Work Orders: 82

N/Pay Cut-Offs: 18

Data Log: 2

Meter Chg. Outs: 6

DOT Permits: 0

**April 2024**

New Installs: 9  
Leaks: 18  
Main Breaks: 1  
Valve Maint:0  
Meter Pump Testing: 0  
Locates: 130  
Work Orders: 134  
N/Pay Cut-Offs:19  
Data Log: 0  
Meter Chg. Outs: 9  
DOT Permits: 0

- 3.) **WTP:** Matthew Dean, WTP Manager, presented the WTP report for March and April, 2024.  
Plant Operations: Normal operations and no violations for either month.
- 4.) **WWTP:** Darrell Brice, WWTP Manager, presented the WWTP report for March and April, 2024.  
Plant Operations: Normal Operations and no violations for either month.

**Executive Session:** On motion and second (Nelms, Cammon) a unanimous vote was made to enter into executive session at 5:45pm. On motion and second (Cammon, Nelms) a unanimous vote was made to exit executive session at 6:34pm.

**Adjourn:** On motion and second Cammon, Nelms) a unanimous vote was made at 6:35pm to adjourn the meeting.

  
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Loy Howard, Chairman

8/19/24  
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Date