

**Heard County Water Authority
Board Meeting Minutes
November 21, 2016**

The Heard County Water Authority Board met in regular session on Monday November 21, 2016 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 Alvin Ginn gave the invocation and led the Pledge of Allegiance.

Recognition of Guests –Chad Sipe, Matt Smith, and Tom Sloope with Carter & Sloope, and Kathy Knowles, Executive Director of Heard County Development Authority.

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

Approve/Modify Minutes: On motion and second (McKeever, Rutledge) a unanimous vote was made to approve the minutes for the September 26, 2016 and October 24, 2016 minutes.

New Business:

Heard County Commission Chair, Lee Boone, requested (via letter) the Heard County Water Authority waive the Water/Sewer Tap fees for construction of the new county building.

Approve Waiving Tap Fees: On motion and second (Ginn, McKeever) a unanimous vote was made to waive tap fees for new construction for the Heard County Commissioner's Office.

Laurie Cook advised the Board of Directors that we are now under a Level II drought per the Georgia EPD. The public is already being informed through our office and website. Ms. Cook plans to do more public awareness campaigns in the future, such as newspaper notices.

Kathy Knowles with the Heard County Development Authority discussed upcoming strategic planning committees. She stated she would like our Board members to participate, and the committees will look at infrastructure and ways to attract retail and industries to the County.

Laurie Cook sought approval for employee Christmas bonuses and hams.

Approve Bonuses and Hams: On motion and second (Howard, Ginn) a unanimous vote was made to approve Christmas bonuses and hams for employees.

Old Business:

Update on current projects: Chad Sipe, of Carter & Sloope, updated Board Members on the Water Treatment Plant roof and wiring repairs. He also presented a plan to prioritize upgrades on water and sewer lines in the City of Franklin. He discussed grants that can be applied for to pay for upgrades, and said Mayor Joel Rogers is on board with applying for a grant. Grants need to be applied for by the end of the year.

Chad outlined needs and long range goals that Carter & Sloope and HCWA staff has been planning:

1. Water Treatment Plant
2. Tank Maintenance & Repairs
3. Water Line Projects (especially increasing line size under Franklin Parkway Bridge from 6" to 12").
4. Sanitary Sewer improvements in Franklin. Mayor Joel Rogers is willing to add City SPLOST money with any grants we may receive.
5. GIS Modeling/Mapping

Approve Modifying Agenda: On motion and second (Ginn, McKeever) a unanimous vote was made to add discussion of videoing Franklin's sewer system to the agenda.

The need to video some of Franklin's sewer system for planning and grant application was discussed.

Approve Request Letter: On motion and second (Ginn, Howard) a unanimous vote was made to send the City of Franklin a letter to request funds for videoing of sewer system areas. Matt Smith, Carter & Smith, suggested a minimum amount of \$5,000 (five thousand dollars) in the request.

Tank Maintenance needs were also discussed. The Board asked Laurie Cook bring back pricing for Tank Maintenance/repair proposals to the December meeting.

Laurie Cook updated Board on WTP roof repairs. Work is completed but rain is needed to see if repairs were successful.

Laurie Cook advised the Board that the contract for the City of Ephesus was presented and accepted. She advised phasing price increases in over three years is preferred by the Mayor.

Approve Entering Contract: On motion and second (Howard, McKeever) a unanimous vote was made to enter into a new water sale contract with the City of Ephesus.

Reports:

1.) **Administration-** Michelle reported Revenue is down due to many factors including shorter billing cycle. The cost of supplies are up but typical for this time of year, and the cost of utilities are up. The audit for the Heard County Water Authority has been submitted to the County.

2.) **Distribution-** Edward Ponder reported for the month of October:

Services: 4
Leaks: 30
Locates: 51
Work Orders: 105
Turn Offs: 70
DOT Permits: 0

Safety Meeting was held for Distribution Department.

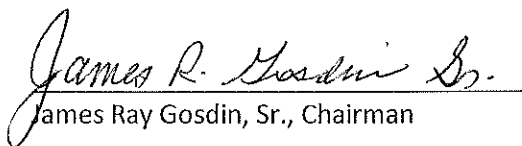
3.) **WTP-** Bryant Snyder is on vacation. Laurie Cook reported normal operations and no violations for October. Creek levels are being monitored daily. The levels are low but still enough for us to keep pumping from the creek. Unbilled water dropped significantly due to main line repair.

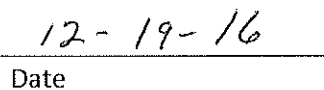
4.) WWTP- Darrell Brice reported normal operations and no violations for October. His department held a safety meeting as well.

Executive Session: On motion and second (McKeever, Rutledge) a unanimous vote was made to go into Executive Session to discuss litigation.

Return to open session: On motion and second (Ginn, Howard) the Board returned to open session. No action was taken during Executive Session.

Meeting was adjourned at 7:01 pm, on motion and second (Rutledge, McKeever).


James Ray Gosdin, Sr., Chairman


Date