

**Heard County Water Authority
Board Meeting Minutes
October 23, 2017**

The Heard County Water Authority Board met in regular session on Monday October 23, 2017 at 5:00p.m. The following members were present: James Ray Gosdin, Sr., Alvin Ginn and Tommie McKeever.

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

Recognition of Guests – Chad Sipe with Carter & Sloope.

Approve Agenda – On motion and second (Ginn, McKeever) a unanimous vote was made to approve the agenda after modifying to discuss hams for Holiday gifts.

Approve Minutes: On motion and second (Ginn, McKeever) a unanimous vote was made to approve the minutes for September 25, 2017.

New Business:

Chad Sipe with Carter & Sloope presented proposal for Engineering Design for Water Treatment Plant Upgrade and submitting Pre-Application to GEFA for a larger grant for fiscal year 2018.

Mr. Sipe and the Board Members discussed costs and grant funds available. He also stated, if the Board agrees to move forward, that Carter & Sloope will bid out the project when necessary.

Approve Submission of Pre-Application to GEFA: On motion and second (McKeever, Ginn) a unanimous vote was made to approve the submission of the pre-application to GEFA for 2018 loan/grant.

Mr. Sipe discussed more about the Engineering Design Proposal. The Board Members discussed with Mr. Sipe their concerns about time, costs and the permitting process and he explained that the cost estimate is set up with "must haves" listed first, down to things our operators would like to have. The list can be tweaked and adjusted at any time by the Board Members. A suggestion was made by Alvin Ginn to possibly hire a Resident Observer/Inspector. Mr. Sipe concurred that could be an option for the Authority. He advised other counties have done the same. Mr. Sipe would like to enter into a 12 month contract for the Engineering Design.

Director Laurie Cook discussed the need to move forward and keep the momentum going with the upgrade. She expressed the Water Authority's ability to stop the project in the future if funding does not work out as planned.

Approve Moving Forward with Engineering Design, Authorize Task 1(Preliminary Design Work) & Task 2 (Engineering Design with Bidding) and Pay out of SPLOST IV Account: On first and second (Ginn, McKeever) a unanimous vote was made for Director Laurie Cook to go forward with these objectives.

Director Laurie Cook discussed letter mailed to the Family of C B Adams and HCWA's request that an account be set up by October 31, 2017. Water has been used past the point of the agreement made with Mr. Adams years ago. The Board Members were in agreement.

Director Laurie Cook discussed request from Verizon Wireless to install new equipment on HCWA Water Tank on Elm Road. During her discussions with Verizon, she proposed an increase in the fees due to installation of additional equipment and Verizon has agreed.

Approve Installation of New Equipment on Elm Road Water Tower by Verizon: On motion and second (McKeever, Ginn) a unanimous vote was made (with Director Cook contacting American Tank Maintenance to verify some space will still be available on the Elm Road Tank) to give Verizon approval for the additional installation.

Director Laurie Cook requested permission from Board Members to order Hams for Holiday gifts for employees as we've traditionally done in the past. The price is lower this year than last year.

Approve Purchasing Holiday Hams: On motion and second (Ginn, McKeever) a unanimous vote was made to approve purchase of holiday hams.

Old Business:

Director Laurie Cook discussed an email from Patrick Bowie, Utilities Director, with the City of Lagrange concerning ongoing contract discussions regarding water service to a few residents in Troup County. Director Bowie does not wish to pay the outstanding balance for the water provided to the City during 2017. According to the letter Director Cook sent to the City of Lagrange, if an agreement is not reached, the HCWA plans to turn off and lock the meter in 90 days. The Board is in agreement with Director Cook and would like any future possible contract agreements with the City of Lagrange to also have a Council Resolution attached.

Reports:

1.) Administration- Michelle reviewed the financial statement.

*Average Monthly Revenue \$40,000.00

*So far we are under budget by approximately \$9,000.00

*Audit will take place within the next few weeks

2.) Distribution- Director Cook, in Edward Ponder's absence, reported for Distribution:

Services: 5
Leaks: 20
Locates: 48
Work Orders: 115
Turn Offs: 62
DOT Permits: 0
Main Breaks: 1
Main Leaks: 4

A general safety meeting was held for Distribution Department.

3.) WTP- Bryant Snyder reported normal operations and no violations for September. A general safety meeting was held for his department.

4.) WWTP- Bryant Snyder reported, in Darrell's absence normal, operations and no violations for September.

Executive Session: None

Adjourn – On motion and second (McKeever, Ginn) a unanimous vote was made to adjourn at 6:32 pm.

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

11-27-17
Date