

**Heard County Water Authority  
Board Meeting Minutes  
October 25, 2021**

The Heard County Water Authority Board met in regular session on October 25<sup>th</sup>, 2021, at 5:00 p.m. The following members were present: James Ray Gosdin, Sr., Loy Howard, Alvin Ginn, Tommie McKeever and Shane Cammon.

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

**Recognition of Guests:** David Walls, Commissioner

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

**Approve Minutes:** On motion and second (Cammon, McKeever) a unanimous vote was made to approve the minutes for August 2021.

**New Business:**

**Proposed Cost for Electrical Connections:** Joe Jones addressed the Board concerning the cost to purchase 2 generators and to install electrical connections at each booster and lift station. This would make it possible to quickly connect the generators to the stations in the case of an emergency. Loy Howard suggested that HCWA ask the County to pay for both generators and the installation of electrical connections at the lift stations. He also recommended asking that the money come out of ARP money instead of SPLOST money. On motion and second (Howard, Cammon) a unanimous vote was made to approve moving forward with the 2 generators and the installation of electrical connections.

**EPD Sanitary Survey:** Executive Director Laurie Cook gave a report on the EPD Sanitary Survey. She was pleased to report that the survey went very well and there were no significant violations. She provided a copy of the report and her response to the Survey.

**Equipment & Labor Rate Update:** Executive Director Laurie Cook presented an updated Equipment and Labor Rate sheet based on current salaries and expense costs. On motion and second, (Ginn, Howard) a unanimous vote was made to approve the Updated Equipment & Labor Rate sheet.

**Proposed Holiday Supplements:** Executive Director Laurie Cook addressed the board about Holiday Supplements for HCWA employees. On motion and second (Howard, Cammon) a unanimous vote was made to approve a \$250 bonus and a ham for each HCWA employee.

**Old Business:**

**State Fiscal Recovery Fund Application:** Executive Director Cook had made some changes to HCWA's immediate needs list. She is working with Chad Sipe on requesting money from the State Fiscal Recovery Fund to help with the immediate needs list. Director Cook also gave an update on the status of the Generator installation at the new WTP. She explained that the generator had been shipped with the

wrong rain cap, so the first scheduled staff training was cancelled. She stated that the correct part should arrive next week and staff training would be scheduled when the correct rain cap arrives. Director Cook also confirmed that the Generator was paid by the County out of HCWA's SPLOST money.

**Wastewater Belt Press & Grant Application:** Executive Director Laurie Cook gave an update on the Belt Press for the WWTP. She stated that the company we will order the belt press from has agreed to stand by their price until the middle of January, 2022. Director Cook is still hoping to receive funds from grants to help pay for the Belt Press.

**Line of Credit Proposal with Bank OZK:** Executive Director Laurie Cook gave an update on the Line of Credit from Bank OZK. She discussed the requirements and provided a copy of the resolution for the Line of Credit. On motion and second, (Howard, McKeever) a unanimous vote was made to wait until February, 2022 to move forward and to request that no fee be charged upon opening the Line of Credit.

**Reports:**

**1.) Administration:** Beth Cantrell, Lead Operations Specialist, presented the financial statement for August and September, 2021.

**August**

\*Income: \$273,588.57

\*Expenses: \$198,053.65

\*Net Income: \$75,534.92

\*Net Income with Depreciation and other Expenses: \$32,984.15

**September**

\*Income: \$226,329.12

\*Expenses: \$196,967.53

\*Net Income: \$29,361.59

\*Net Income with Depreciation and other Expenses: <\$41,419.18>

**2.) Distribution:** Joe Jones, Distribution Superintendent presented for Distribution for August and September 2021:

**August**

Services: 3

Leaks: 64

Main Breaks: 5

Valve Maint: 0

Meter Pump Testing: 4

Locates: 103

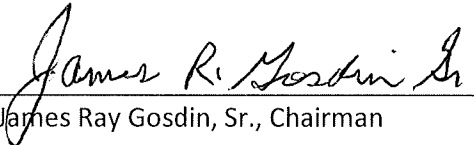
Work Orders: 98  
Turn Offs: 20  
Data Log: 1  
Meter Chg. Outs: 10  
DOT Permits: 0

**September**

Services: 9  
Leaks: 35  
Main Breaks: 2  
Valve Maint: 0  
Meter Pump Testing: 4  
Locates: 95  
Work Orders: 98  
Turn Offs: 41  
Data Log: 1  
Meter Chg. Outs: 9  
DOT Permits: 0

- 3.) **WTP:** Bryant Snyder, WTP manager presented the WTP Report for August and September, 2021. He reported normal operations and no violations for August and September 2021. He also reported that the WTP upgrade was progressing on schedule.
- 4.) **WWTP:** Joe Jones, Distribution Superintendent presented the WWTP Report for August and September 2021. He reported normal operations and no violations for August and September, 2021. Safety Meeting was held on lock out, tag out.

**Adjourn:** On motion and second (Howard, Cammon) a unanimous vote was made at 6:12pm to adjourn the meeting.

  
James Ray Gosdin, Sr., Chairman

11-29-21  
Date

