Heard County Water Authority
Board Meeting Minutes
September 15, 2025
5:00 P.M.

The Heard County Water Authority Board met in regular session on Sept 15, 2025, at 5:00 p.m. The following members were present: Loy Howard, Connie Nelms, Lynda Tucker, Rick Jones and Shane Cammon

Chairman Loy Howard called the meeting to order. Lynda Tucker gave the invocation and led the Pledge of Allegiance.

Recognition of Guests: Lawrence Lipford

Approval/Modify Agenda: On motion by Cammon and second by Nelms, the Board unanimously approved amending the agenda to change one of the executive session subjects from Software to Potential Litigation.

Approve Regular Minutes: Upon motion by Cammon and second by Nelms, the Board unanimously approved the meeting minutes for August 2025.

Public Comments: Mr. Lawrence Lipford addressed the Board and requested that, in the event no action is taken during an executive session, the minutes reflect this by including the phrase "No Action Taken." He expressed that this addition would enhance transparency.

New Business:

Bullett Proof Glass Bid for new location: Beth Cantrell, Executive Director, presented a quote for bulletproof glass for the new location. The Board requested that she obtain an additional quote and present it at the next Board meeting for further consideration.

Nathan Womack Bid to get new location operational: Beth Cantrell, Executive Director, presented a quote from Nathan Womack for remodeling work necessary to make the new location operational. Upon a motion by Nelms, seconded by Jones, the Board unanimously approved the bid, contingent upon the successful closing of the building.

Old Business:

Update on purchase of former Regions Bank Building: Beth Cantrell, Executive Director, provided an update regarding the building purchase. She reported that HCWA is currently awaiting the closing on the building that is scheduled for October 8. 2025.

Leak Insurance: Jennifer Betts, Lead Operations Specialist, presented her research regarding Leak Insurance. The Board requested that Leak Insurance options be revisited in the spring.

Leak Policy Change: Jennifer Betts, Operations Specialist, addressed the Board regarding HCWA's current leak adjustment policy. She reported that the Authority loses an average monthly revenue of $4,559.04 under the existing policy. After discussion, the Board directed staff to revise the policy to permit only one leak adjustment per customer per year, using HCWA's current cost of $7 per thousand gallons as the adjustment rate. Upon a motion by Nelms, seconded by Cammon, the Board unanimously approved the revised policy.

Brief update on water connection requests: Jennifer Betts, Lead Operations Specialist, provided an update on citizen requests to extend waterlines to their properties. One individual is currently working to secure an easement in order to run a line to his residence, citing a failing well. Other citizens were presented with the estimated cost of extending waterlines down their roads but declined to contribute to the expense.

Reports:

1.) **Financial:** Chris Barnett, CPA

Aug 2025

*Income: $278,412.89
*Expenses: $265,011.42
*Net Income: $13,401.47
*Net Income with Depreciation, Capital Expenses and other Expenses: <$67,399.08>

2.) **Distribution:** Beth Cantrell, Executive Director, presented the Distribution report.

MONTH	Aug-25
NEW INSTALLS	5
LEAKS	24
MAIN BREAKS	2
VALVE MAINT	0
MTR /PUMP TESTING	0
LOCATES	95
WORK ORDERS	155
N/PAY CUT-OFFS	23
DATA LOGS	4
MTR CHANGE OUTS	22
D.O.T. PERMITS	0

3.) **WTP:** Beth Cantrell, Executive Director, presented the Water Treatment Plant report. Normal Operations.

4.) **WWTP:** Beth Cantrell, Executive Director presented the Waste Water Treatment Plant report. Normal Operations.

Executive Session: Upon motion by Jones and second by Cammon the Board unanimously went in to executive session at 5:38. Upon motion by Cammon and second by Tucker, the Board unanimously went back in to regular session

Additional Board Issues/Concerns: None

Real Estate: Upon motion by Jones and second by Cammon, the Board unanimously approved the use of the line of Credit to purchase the Former Regions Bank upon closing.

Personnel: The Board conducted a performance evaluation of Beth Cantrell, Executive Director, regarding her first year in the role. Upon a motion by Jones, seconded by Nelms, the Board unanimously approved awarding the Director a performance bonus.

Potential Litigation: No Action Takem

Adjourn: Upon motion by Cammon and second by Nelms, the Board unanimously voted to adjourn the meeting at 6:20 p.m.

Loy Howard, Chairman

Date 10-20-2025