

**Heard County Water Authority  
Board Meeting Minutes  
March 26, 2018**

The Heard County Water Authority Board met in regular session on Monday March 26, 2018 at 5:00p.m. The following members were present: James Ray Gosdin, Sr., Tommie McKeever, Loy Howard, Alvin Ginn and Patty Jiles.

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

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

**Approve Minutes:** On motion and second (McKeever, Jiles) a unanimous vote was made to approve the minutes for February 2018.

**New Business:**

**Election of Board Officers:**

**James Ray Gosdin for Chairman:** On motion and second (Ginn, McKeever) a unanimous vote was made for James Ray Gosdin to remain Chariman.

**Alvin Ginn for Vice-Chairman:** On motion and second (McKeever, Jiles) a unanimous vote was made for Alvin Ginn to remain Vice-Chairman.

**Patty Jiles:** On motion and second (McKeever, Howard) a unanimous vote was made to appoint Patty Jiles as Secretary/Treasurer.

**Grass Bids:**

Director Cook opened the bids and announced the contents of each envelope.

First, Custom Edges Lawn and Tree: Business License, Proof of Insurance, and Cost Proposal, but lack of Commercial License for Application of Pesticides. Proposal of \$2500.00 per month.

Custom Edges bid was rejected for lack of Pesticide License.

Next, Adams Lawn Care: Business License, Proof of Insurance, Cost Proposal and Commercial License for Application of Pesticides. Proposal of \$1200.00 per month.

**Accept Bid from Adams Lawn Care-** On motion and second (Ginn, Howard) a unanimous vote was made to accept the Grass Cutting Bid from Adams Lawn Care.

**Personnel Policy Change:** Director Laurie Cook went over current personnel policy allowing leave compensation up to 240 hours for employees who leave the company in good standing and with a two week written notice to the Director. She proposed to allow employees with at least fifteen (15) years of service, who resign in good standing without working a two week notice, be allowed to petition the Board in writing to seek compensation for unpaid leave up to 240 hours, and that the Board must make the decision, not the Director.

**Adopt Personnel Policy Change-**On motion and second (Howard, McKeever) a unanimous vote was made to adopt the policy change.

**Old Business:**

Director Laurie Cook updated the Board on the Water Treatment Plant Upgrade construction project. The engineers, Carter and Sloope, are in the design process right now.

Projected Schedule:

- Start advertising bids in August and September 2018
- Open bids in October 2018
- Issue a notice to proceed with a contractor in January 2019
- GEFA Loan goes into repayment status by March 2020.

Board members discussed the timeline and advised Director Cook to ask the Heard County BOC to allow the Authority to begin drawing the SPLOST IV proceeds in August or September of 2018 for the plan to start construction in January 2019.

**Reports:**

**1.) Administration-** Director Laurie Cook reviewed the financial statement in CPA Michelle Robinson's absence.

\*Net Income for February was \$33,130.75

\*Check into contracts with Dynegy (Oglethorpe) and Tenaska per Loy Howard and Alvin Ginn.


**2.) Distribution-** Michael McClain reported for Distribution:

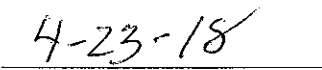
Services: 3  
Leaks: 17  
Main Breaks: 1  
Main Leaks: 1  
Locates: 39  
Work Orders: 98  
Turn Offs: 55  
Data Logs: 18  
DOT Permits: 0

**3.) WTP-** Bryant Snyder reported normal operations and no violations for February. Heard County WTP won the Platinum Award for 5 years of no violations. Safety meeting was held.

**4.) WWTP-** Darrell Brice reported normal operations and no violations for February. Safety meeting was held. Lift station was repaired with Michael's help after Director Laurie Cook and Darrell found an issue inside the lift station. It may have been a contributing factor to the excessive storm water runoff entering into the WWTP.

**Adjourn:** On motion and second (Howard, McKeever) a unanimous vote was made to adjourn the Board Meeting at 5:57pm.

  
James Ray Gosdin, Sr., Chairman

  
Date