

**Heard County Water Authority
Board Meeting Minutes
May 15, 2023**

The Heard County Water Authority Board met in regular session on May 15, 2023, at 5:00 p.m. The following members were present: James Ray Gosdin, Sr., Loy Howard, Tommie McKeever, Shane Cammon, and Rick Jones

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

Recognition of Guests: Lawrence Lipford

Approve Agenda: On motion and second (McKeever, Jones) 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 March 2023.

Public Comments: Lawrence Lipford gave an update about the flushing on Newnan Street and how it was improving the chlorine levels there.

New Business:

Tencarva Gould Pump Quote: Director Laurie Cook and Distribution Superintendent Joe Jones presented the quote for a new Tencarva Gould pump to replace the Riverpark Booster Pump. The old one was slowing down and not working efficiently. On motion and second (Howard, Jones) a unanimous vote was made to purchase the new pump.

Xylem VFD Quote & Allied-Locke Industries Chain Quote: Director Cook informed the board of an emergency issue at the WWTP where the VFD went out and needed to be replaced quickly to maintain regular operations. On motion and second (Howard, Cammon) a unanimous vote was made to ratify what Management had done in approving the purchase of the VFD in this emergency. The new chain needed was also discussed and on motion and second (Jones, Cammon) a unanimous vote was made to purchase the new chain from Allied-Locke Industries.

Bids for Chemical Tanks Building: Director Cook presented two bids for a storage building to be built at the WWTP to store chemicals. On motion and second (Howard, Cammon) a unanimous vote was made to award the bid to Womack Services, LLC contingent upon asking for an 8 ft door to replace the 6ft door in the quote of the building with the cost of the bid not to exceed an additional \$1,000.00.

Policy Change to Purchase Approvals: Director Cook addressed the board concerning the current dollar amount in the policy in which she could make purchases without prior approval. She requested that that number be increased due to rising cost and having the ability to approve a purchase without waiting until a board meeting to get approval. Upon motion and second (Howard, McKeever) a unanimous vote was made to update the unapproved purchase amount to \$25,000.00.

Rules Governing Public Comments: Director Cook addressed the board concerning the need to govern public comments. With new growth and development in the area, she wanted to have rules in place to make sure that everyone was given the same opportunity to express their concerns within fair parameters. Director Cook will work on a policy and bring it back to the board next month.

Insurance on Water Tanks: Director Cook presented information from the insurance company concerning the tanks possibly being underinsured. She gathered costs for tank replacements and had consulted with Chris Walker, Marsh & McLennan about having adequate coverage. The blanket coverage would cover the tanks but HCWA may need to increase the amount of coverage on the tanks. She will gather more specifics that the board requested and bring it back to them next month.

FY 24 Budget Review: Lead Operations Specialist Cantrell presented the FY 24 Preliminary Budget for the board to review. The board requested an analysis of the line items that increased. It will be presented again with these details added at the next board meeting.

July Board Meeting Schedule: Director Cook spoke with the board about the GAWP conference that she needed to attend in July. The conference interferes with the July board meeting date. On motion and second (Howard, McKeever) a unanimous vote was made to combine the July and August meeting on 8/21/2023.

CD Renewal-May 29th: Director Cook informed the board that the CD HCWA has was maturing on May 29, 2023. She presented the most updated CD rates. On motion and second (Howard, Cammon) a unanimous vote was made to renew the CD for another 12 months.

Old Business:

DOT Roundabout for Hwy 34 W at Hwy 100: Director Cook gave an update on the DOT roundabout for Hwy 34 at Hwy 100. Originally, Cook had called DOT and was told that the roundabout was not scheduled. Upon seeing it in the newspaper she called DOT again and learned it was now scheduled. It will most likely affect HCWA water lines. Cook wanted to keep the board up to date on the project.

Tap Fees Unpaid: Director Laurie Cook updated the board about outstanding tap fees that have not been paid. The majority of the taps had been paid in full, but a few customers had hardships that prevented them from being able to pay the full balance by the deadline. The board asked her to handle these few "in house" as she thought appropriate.

Reports:

1.) **Administration:** Beth Cantrell, Lead Operations Specialist, presented the financial statement for March and April 2023

March 2023

*Income: \$283,130.79

*Expenses: \$196,314.58

*Net Income: \$86,816.21

*Net Income with Depreciation, Capital Expenses, GEFA loan forgiveness and other Expenses: \$526,761.00

April 2023

*Income: \$277,758.00

*Expenses: \$179,303.35

*Net Income: \$98,454.65

*Net Income with Depreciation, Capital Expenses and other Expenses: \$<4,196.36>

2.) **Distribution:** Joe Jones, Distribution Superintendent, presented for Distribution for March and April, 2023.

March 2023

Services: 4

Leaks: 16

Main Breaks: 5

Valve Maint:2

Meter Pump Testing: 5

Locates: 171

Work Orders:76

Turn Offs: 63

Data Log: 2

Meter Chg. Outs: 6

DOT Permits:0

April 2023

Services: 1

Leaks: 34

Main Breaks: 3

Valve Maint:5

Meter Pump Testing: 3

Locates: 160

Work Orders:68

Turn Offs: 57

Data Log: 0

Meter Chg. Outs: 6

DOT Permits:0

3.) **WTP:** Matt Dean, WTP Manager presented for the Water Treatment Plant for March and April, 2023.

Normal operations and no violations for these months.

4.) **WWTP:** Director Cook presented for the WWTP for March and April 2023.

Normal operations and No violations for these months.

Adjourn: On motion and second (Howard, Cammon) a unanimous vote was made at 7:09pm to adjourn the meeting.

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

6-19-23
Date