

**Heard County Water Authority  
Board Meeting Minutes  
September 24, 2018**

The Heard County Water Authority Board met in regular session on Monday September 24, 2018 at 5:00p.m. The following members were present: James Ray Gosdin, Sr., Patty Jiles, Alvin Ginn and Tommie McKeever.

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

**Recognition of Guests :** Lawrence Lipford

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

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

**New Business:**

**Security upgrade for the distribution shop/water treatment plant:** Director Laurie Cook discussed looking in to a security system due to the recent theft of the distribution crew's generator and the back gate entrance had been cut open. She also mentioned that the staff has noticed cars coming in and turning around at the entrance to the Water Plant. Director Cook mentioned that she had a meeting with Relyco on Wednesday of this week to look in to it. Board members agreed with the need for a security system.

**Leak Detection:** Director Cook discussed leak detection awareness and giving customers leak detection tablets during the month of October. She advised she is sending an article to the newspaper and linking it to early detection for breast cancer. Staff will wear pink T-shirts during the month of October.

**Old Business:**

**Fee Schedule:** Director Cook brought the revised fee schedule for Plan Reviews and Inspections of Subdivisions and Commercial projects back before the board. After some discussion, the board moved to vote for approval.

On motion and second (Ginn, Jiles) a unanimous vote was made to approve the Fee Schedule for Plan Reviews and Inspections regarding Subdivisions and Commercial projects.

**Waterline Extension Policy:**

The board asked Director Cook to rewrite and bring back the Water Line Extension Policy.

**Revised Agreement with Carter & Sloope:** Director Cook discussed the WTP upgrade. More design and permitting assistance will be necessary for the scope of the project as approved in July, and Director Cook advised she asked for a Revised Agreement from Carter & Sloope. Board asked for Chad Sipe from Carter & Sloope to come to the next board meeting to answer questions about the revisions. After more discussion, the board moved to vote for approval.

On motion and second (Jiles, McKeever) a unanimous vote was made to approve the revised agreement with Carter & Sloope.

**Reports:**

**1.) Administration:** Director Cook reviewed the financial statement in Michelle Cotton's absence.

\*Net Ordinary Income: \$13,451.83

\*Pay Roll was higher this month due to there being 3 pay periods in the month.

\*Sale of the old crew truck on GovDeals brought \$20,100.00

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

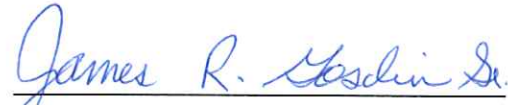
Services: 4  
Leaks: 24  
Main Breaks: 0  
Main Leaks: 0  
Locates: 40  
Work Orders: 157  
Turn Offs: 47  
Data Log: 22  
DOT Permits: 0

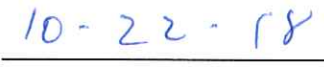
The fire hydrant near 2115 Armstrong Mill Road was repaired on 8/24/2018. The plan is to repair one fire hydrant per month.

**3.) WTP-** Bryant Snyder reported normal operations and no violations for August. A general safety meeting was held for his department. Purchased wind sock to meet safety requirements. The creek levels are fine.

**4.) WWTP-** Darrell Brice reported normal operations and no violations for August.

**Adjourn:** On motion and second (Ginn, Jiles) a unanimous vote was made to adjourn.

  
James Ray Gosdin, Sr., Chairman

  
Date