**Hart County Water & Sewer Authority**

**Board of Directors Meeting April 20, 2015**

The Hart County Water and Sewer Authority met April 20, 2015, in the Hart County Cooperative Extension Service Building. Chairman Hugh Holland called the meeting to order at 6:00 pm with members Mike MacNabb, Jerry Cannady, Larry Haley, Secretary/Treasurer Kathy Breffle, Director Pat Goran, and Legal Counsel Walter Gordon present. Also present was Mark Hynds of The Hartwell Sun and Hart County residents Bill Clark, Greg Stutts, and Denny Barnes. Vice Chairman Wade Carlton was absent.

Approval of agenda

Mr. Holland made a motion to change the order of one item on the agenda and Mr. Cannady seconded it. The motion passed 4-0.

Mr. Haley made a motion to approve the changed agenda and Mr. Cannady seconded it. The motion passed 4-0.

Introduction of, and remarks by, invited guests

Mr. Clark asked for Delta Way, which is approximately 350’, to be included in the Rock Springs Area waterline extension project. He presented a petition signed by 6 property owners on Delta Way. Mr. Barnes spoke in support of waterlines being extended on Mountain View Rd in the Rock Springs Area waterline extension project.

Approval of March 16th meeting minutes

Mr. MacNabb made a motion to approve the minutes with the date correction in the first paragraph and Mr. Haley seconded it. The motion passed 4-0.

Financial report

Mr. Goran presented the financial reports. Mr. Goran explained the over budget of tap revenue and expenses. He also informed the Board of the additional cost to the audit of $5,940 due to the bad debt situation and additional audit time it incurred.

Old business

Airline area water tank / connector project

Mr. Goran updated the Board of the two booster pump site work bids received and that the apparent low bidder is Allsouth Contractors, Inc. Mr. Goran explained that of the original $2,221,700 loan from GEFA there was still approximately $85,000 left to spend. Mr. Goran informed the Board that the Hartwell booster pump project will be over budget by at least $15,000. Mr. MacNabb made a motion to authorize the signing of the resolution for the booster pump station site work and Mr. Haley seconded it. The motion passed 4-0.

Bethany Church area project

Mr. Goran suggested only sending commitment letters to the residents at the ends of the dead end roads on this project. Mr. Cannady made a motion to send commitment letters on that basis and get tap payments from residents before the waterline is installed to the ends of the roads. Mr. MacNabb seconded the motion. The motion passed 4-0.

Mr. Brink explained the need to increase the line size to 8” for approximately 10,000’ to ensure 500 GPM for fire flows even though the master plan shows only 6” waterlines but because of the lack of looped waterlines the hydrants would not meet ISO ratings. Mr. Goran suggested expanding the scope of the project to add the necessary 6” waterlines now instead of increasing some of the waterlines to 8”. Mr. Brink stated the upsizing of the waterline would be approximately $30,000 - $38,000 while the additional waterlines would be $100,000-$130,000. Mr. Cannady made a motion to continue with the bid documents of upsizing the line to 8” and no additional waterlines. Mr. Holland seconded it. The motion passed 4-0. Mr. Goran informed Mr. Brink to not continue with any additional hydraulic analysis of the area.

Rock Springs area project

Mr. Hood updated that this project should be out to bid in the next 30 days once it gets the final right of way information from the local surveyor regarding Y W Vickery Road. No action was taken regarding sending commitment letters to the residents/property owners in the project area.

Mt. Hebron Road water line extension

Mr. Goran explained that the bids for this project are due Tuesday, April 21st and that Rindt-McDuff Associates, Inc. would have the Notice of Award documents ready on Tuesday, April 28th at noon for a called meeting. Mr. Goran asked the Board to inform Mrs. Breffle if they were available.

Proposed additional staff member and discussion of job descriptions

Mr. Holland asked Mr. Goran what his recommendation was. Mr. Goran stated that he thought HCWSA needed a part time person to work approximately 20 hours per week. Mr. Cannady stated he thought a full time clerical person would benefit HCWSA and also change the other employee’s position to a salaried managerial position. Mr. Haley stated he thought HCWSA needed at least a part time person to assist with work in the field. Mr. MacNabb stated he thought HCWSA needs a full time person in the office to take payments and answer the phone. Mr. Holland stated that he thought HCWSA should hire a part time person and allow it to become full time if needed. The board decided to wait until the next meeting and include Mr. Carlton in the discussion.

Status of past-due accounts

The Board reviewed the past due spreadsheets for March and April. Mr. Cannady made a motion to temporarily change the policy to only turn off customers with a past due amount of over $10.00. Mr. MacNabb seconded it. The motion passed 4-0.

Standing committee(s)

Mr. Cannady explained his handouts regarding standing committees. Mr. Cannady recommended one standing committee to bridge between the Board and management of HCWSA. The Board agreed to continue with the current ad hoc audit committee until all the issues from the audit are resolved then to revisit this issue.

New business

Election of Authority officers

Mr. MacNabb made a motion to re-appoint Hugh Holland as Chairman and Wade Carlton as Vice-Chairman. Mr. Haley seconded it. The motion passed 3-0 with Mr. Holland abstaining. Mr. MacNabb made a motion to re-appoint Kathy Breffle as Secretary/Treasurer and Mr. Cannady seconded it. The motion passed 4-0.

Hartwell sewage treatment agreement

Mr. Cannady made a motion to approve the presented sewage agreement and to present the signed copy to the City of Hartwell on Tuesday, April 21, 2015. Mr. Haley seconded it. The motion passed 4-0.

Request for water service – Cromer Road chicken farmer

Mr. Goran estimated the cost to be $45,000 to extend a waterline on Cromer Road to service a new chicken farm with a 6” waterline. Mr. Goran further asked to authorize him to proceed with this project if the cost was less than $46,000. The Board requested more exact construction costs and a signed usage commitment before Mr. Goran proceeded.

Request for water service – Clay Brown Road at intersection of St. Johns CME Church Road

Mr. Goran informed the Board that he had been contacted regarding extending the waterline on Clay Brown Road to the intersection with St. Johns CME Church Road. He estimated the cost to be $18,000 and that he had explained to the interested parties that HCWSA would require a minimum of 4 taps to proceed. As of the meeting, Mr. Goran had not received a response regarding the necessary commitments.

Northern Sewer Trunk Line

Mr. Goran updated the Board regarding the submission from Hart County and the City of Lavonia for grants to complete this project.

Leadership Hart

Mr. MacNabb made a motion to approve paying the registration fee of $200 for Kathy Breffle to attend Leadership Hart and allowing her to attend without having to use vacation time. Mr. Haley seconded it. The motion passed 4-0.

Public comments

Mr. Greg Stutts thanked the Board for the consideration of extending waterlines into the Rock Springs Area.

Director’s comments

Mr. Goran informed the Board that DCA would be making the final payment of $49,000 for the 2013 $500,000 CDBG. Mr. Goran reminded the Board that DCA will make a decision about the 2015 CDBG in late August. Mr. Goran informed the Board that Mr. Cannady and Mrs. Breffle would be attending GRWA Conference on May 13-14.

Members’ comments

Mr. Cannady updated the Board that Kendall Supply, Inc. proposed 486 radio-read transmitters at a cost of $64,152.00. He reported that Mr. Goran had begun working on cleaning up the office areas. Mr. Haley asked if HCWSA was installing radio read meters yet. Mr. Goran explained that HCWSA would not begin until he felt satisfied with SENSUS’ issues with previous meters installed.

Adjournment

Mr. Haley made a motion to adjourn and Mr. MacNabb seconded it. The motion passed 4-0.

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Hugh Holland, Chairman Kathy Breffle, Secretary/Treasurer

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