**Hart County Water & Sewer Authority**

**Board of Directors Meeting August 17, 2015**

The Hart County Water and Sewer Authority met August 17, 205, in the Hart County Cooperative Extension Service Building. Chairman Hugh Holland called the meeting to order at 6:00 pm with Vice Chairman Wade Carlton, Members Mike MacNabb, Jerry Cannady, Larry Haley, Director Pat Goran, Legal Counsel Walter Gordon, and Secretary/Treasurer Kathy Breffle present. Also present was Vivian Morgan of The Hartwell Sun.

Approval of agenda

Mr. Carlton made a motion to approve the agenda and Mr. MacNabb seconded it. The motion passed 5-0.

Approval of July 20th regular meeting minutes

Mr. Cannady made a motion to approve the minutes and Mr. Haley seconded it. The motion passed 4-0 with Mr. Holland abstained.

Financial report

Mr. Goran presented the financial report.

Old business

Airline area water tank / connector project

Mr. Goran reported that he was coordinating the start-up of the booster pump on Hwy 77/Lavonia Hwy for the first half of September. Mr. Cannady offered to hand deliver a card to remind the customers about their pressure increasing.

Bethany Church area project

Mr. Goran reported that Arrowood General Contracting, Inc was making great progress on this project but had encountered some rock. Mr. Goran reported he had been asked to extend the waterline on Deer Run Ln approximately 375’ to reach a vacant lot where the owner plans to build a home in an undecided timeframe. Mr. Cannady made a motion to extend the waterline on Deer Run Ln if the owner committed to the tap fee and the monthly minimum water fee. Mr. MacNabb seconded it. The motion passed 5-0. After additional discussion, Mr. Cannady withdrew his motion and made a motion that HCWSA would require all customers that commit to tap onto new waterline extensions to pay the monthly water fee for a minimum of 12 months. Mr. MacNabb seconded the changed motion. The motion passed 5-0.

Rock Springs area project

Mr. Goran reported that Phase I of this project should be out to bid by end of week and that the bids would be due around September 20, 2015. Mr. Goran explained that Phase I will only include the main roads and not the side roads as those will be more difficult to install and will cost HCWSA more to install per foot.

Review and discussion of Authority rates and policies

Mr. Goran agreed to have something for the Board to review before the next meeting.

Annual review of “Employee Handbook and Personnel Policies and Procedures”

Mr. Goran agreed to present at the next meeting the proposed changes to the policies and procedures.

Hartwell sewage treatment agreement

The audit committee agreed to continue to meet about this. They decided they wanted to meet with the Hartwell City Manager and Mayor to discuss the proposed changes. Mr. Cannady suggested getting an agreement with the City of Royston.

New business

Water and sewer service delivery strategy agreements

Mr. Goran asked the Board to consider extending the current water agreement with the City of Royston until 2025 which is the proposed end date of the new water service delivery strategy agreement. Mr. Cannady made a motion to extend the agreement to be consistent with the end date of the service delivery agreement. Mr. Holland seconded it. The motion passed 5-0. Mr. Cannady made a motion to accept the water service delivery map and Mr. Haley seconded it. The motion passed 5-0.

Discussion of conflict of interest policy

Mr. Holland made a motion to accept the conflict of interest policy presented. Mr. Carlton seconded it. The motion passed 5-0. All members completed the form and signed it.

Discussion of procurement policy

Mr. Cannady made a motion to approve the procurement policy with the addition of $10,000 non-capital expenditures and $5,000 capital expenditures. Mr. MacNabb seconded the motion. The motion passed 5-0.

Proposed fiscal year 2016 operating budget

Mr. Goran presented the FY 16 budget. After discussion regarding the Board member being considered as employees per the IRS, the Board agreed to amend the salaries amount to $66,000. They also agreed to break out wholesale and retail water sales.

Public comments

None.

Director’s comments

Mr. Goran informed the Board of the possibility of applying for an ARC grant due August 31, 2015. Mr. Goran did not have a proposed possible area and the Board asked for a called meeting to decide on the area before the application was submitted.

Mr. Goran informed the Board that he would be out of town from August 28-September 7.

Members’ comments

Mr. Haley asked about the clean up on Bert Moorhead Rd. Mr. Goran explained the contractor still needed to finish clean up. Mr. Cannady asked about the culvert pipe on Mt. Hebron Rd. Mr. MacNabb encouraged Mr. Goran to hire someone and get them trained. Mr. Holland asked the Board to consider what areas HCWSA should consider for waterline extension after the Rock Springs area.

Adjournment

Mr. MacNabb made a motion to adjourn and Mr. Cannady seconded it. The motion passed 5-0.

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Hugh Holland, Chairman Kathy Breffle, Secretary/Treasurer

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