**Hart County Water & Sewer Authority**

**Board of Directors Called Meeting June 2, 2015**

The Hart County Water and Sewer Authority met June 2, 2015, 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, Director Pat Goran, Legal Counsel Walter Gordon, and Secretary/Treasurer Kathy Breffle present. Also present was Hart County resident Gordon Stutts. Member Larry Haley was absent.

Approval of Agenda

Mr. Cannady asked to add “Purchase of AWWA’s Compensation Survey” to the agenda. The motion died for a lack of a second.

Customer Rates and Policies

Mr. Goran presented Mrs. Breffle’s written comments regarding the customer rates and policies and Operations and Procedure Manual.

The Board agreed that a customer is defined as either one parcel or contiguous parcels of land. The Board discussed charging an additional fee of $35.00 if a customer wants same day service after 4 pm. The Board discussed the leak adjustment policy and asked for an operational water cost before changing the policy. The Board discussed having two deposit rates for new service-$75.00 for property owners and $100.00 for renters. Mr. Goran agreed to present a revised rates and policy for the Board’s approval at a future meeting.

Employee Policies

The Board asked to add a Table of Contents to the Employee Policies Handbook. The Board asked for a current copy of Hart County’s Employee Handbook for comparison. Mr. Cannady suggested adding a policy about no employee accepting cash payments in a company vehicle. The Board asked Mr. Goran to provide a copy of Hart County’s pay plan.

Operations and Procedures Manual

Mr. Cannady suggested the Board review White County Water Authority’s procedures which can be found on their website as an example of what HCWSA needs. Mr. Cannady suggested Mr. Goran begin working on compiling a manual for HCWSA. Mr. Holland stated Mr. Goran had enough work currently and to not begin working on this yet. Mr. Carlton suggested Mr. Goran present policies and procedures, even a couple at a time, to the Board for their approval.

Water Request Cromer Rd

Mr. Goran asked the Board to approve this project. Mr. Goran reported that Arrowood General Contracting, Inc. was willing to negotiate a price for this project of $12 per foot for 6’ pipe and match his prices on the Bethany Project for everything else. Mr. Goran also reported that neither Mr. Rick Beele of Beele Pipeline nor Mr. Larry Dodd of Dodd Construction were interested in this project. Furthermore, he reported that per the Secretary of State’s website, William O. Tucker, Inc. was no longer a licensed utility contractor in Georgia. Mr. Goran was not able to find any other local licensed utility contractors interested in this project. The Board expressed its concern that the water usage commitment still had not been signed. Mr. Holland also expressed his concern of not bidding this project. Mr. Cannady made a motion to proceed once the chicken farmer had signed the commitment for yearly usage of water, paid a minimum of $2000.00 towards the 1-½” water tap, and the residential customers had signed their commitment forms and paid for their water taps. Mr. MacNabb seconded it. The motion passed 4-0.

Member’s Comments

Mr. Holland asked the Board to consider the following issues that need to be resolved--Mr. Goran’s compensation (contract with Lakeside Engineering or as an employee), written records of conflicts of interest, and written disclosure of conflicts of interests.

Adjournment

Mr. Carlton made a motion to adjourn and Mr. Cannady seconded it. The motion passed 4-0.

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Hugh Holland, Chairman Kathy Breffle, Secretary/Treasurer

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