

Hart County Water & Sewer Authority

Board of Directors Meeting October 16, 2017

The Hart County Water and Sewer Authority met on October 16th, 2017 in the Hart County Cooperative Extension Service Building. Vice – Chairman Hugh Holland called the meeting to order at 6:00 pm. Present were Chairman Wade Carlton; Board Members Jerry Cannady, Larry Haley and Mike MacNabb; Director Pat Goran; Legal Counsel Walter Gordon; and Board Secretary/Treasurer Holly McBrayer.

Welcome

Approval of Agenda

Mr. MacNabb motioned to approve the agenda. Mr. Haley seconded the motion which passed 4 – 0.

Public Comments; remarks by invited guests

None

Approval of September 18th regular meeting minutes and September 29th called meeting minutes

Mr. MacNabb motioned to approve the September 18th regular meeting minutes. Mr. Haley seconded the motion which passed 3 - 0. Mr. Holland abstained since he was not in attendance.

Mr. MacNabb motioned to approve the September 29th called meeting minutes. Mr. Haley seconded the motion which passed 3 – 0. Mr. Cannady abstained since he was not in attendance.

Financial report

Mr. Goran presented the financial report.

Mr. Carlton arrived at this time.

Mr. Holland commended Mr. Goran on a job well done in meeting the water purchased percentage goals.

Old Business

2013 GEFA loan update (including Bethany Church Area, Rock Springs area, Mouchet Road, Blackmon Road, end of Old Mount Hebron / Oak Mountain Lane / Amber Lane)

Mr. Goran informed the Board that the Bethany / Rock Springs Area project had been completed. He stated that HCWSA would begin repaying the 10 year term loan on November 1, 2017 in the amount of \$12,830.52 per month. Mr. Goran also stated that this item would be removed from the agenda.

Cokesbury Highway Addition (2015 CDBG amendment)

Mr. Goran informed the Board that the pre-construction meeting had taken place and Dale Construction hoped to begin work in about two weeks.

Hydrant usage and payment for water withdrawn

Mr. Goran provided the Board with a new draft policy, comparative usage/payment statistics, and a photo of a Butts County meter assembly installed on a hydrant. After much discussion, Mr. Holland motioned to accept the draft as policy with changing the violation fees to begin at \$500 and include Mr. Gordon's suggestions. Mr. MacNabb seconded the motion which passed 4 – 0. Mr. Haley abstained.

Mr. Goran questioned when the policy should go into effect. The Board agreed the policy should go into effect beginning on November 1, 2017.

2018 Community Development Block Grant application

Mr. Goran stated that income surveys continued to be collected. Mr. Goran reminded the Board of the amended, multiple and smaller target areas. He also said that the Hanley Road area and Green Meadows Drive would be surveyed since they had previously approached the Board for water service.

New Business

None

Director's Comments

Mr. Goran complimented Mrs. McBrayer on her hard work on the FY17 audit and the software conversion. He stated that the new financial software was now live and the utility software was expected to go live on Monday, November 27th.

Mr. Goran requested confirmation of the past-due cut-off date to be 10 days earlier than it currently is. The Board decided to wait to change the policy.

Mr. Goran verified the Board's expectations on the SOP draft. The consensus was that the SOP be one large document.

Mr. Goran deferred to Mr. Gordon to discuss hydrant water misuse. Mr. Gordon stated that a hydrant customer had been observed and photographed removing water from a hydrant without using a meter. Mr. Gordon suggested in response to the citizen's report, HCWSA use the newly adopted policy to deter these types of issues. He also recommended sending a one-time letter to existing meter users to give them an opportunity to correct any honest mistake that may have occurred. He will work with Mr. Goran to draft a letter.

Mr. Cannady suggested advertising the new policy in the Hartwell Sun as well.

Mr. MacNabb motioned to follow Mr. Gordon's advice and send a one-time letter to the existing meter users along with the new policy and advertise the new policy in the Hartwell Sun. Mr. Holland seconded the motion which passed 5 – 0.

Members' Comments

Mr. Cannady suggested the Board conduct a rate study. Mr. Cannady also questioned whether the as-built drawings had been submitted by Cedar Farms Construction. Mr. Goran will verify.

Mr. Holland suggested having the out-of-service tank on Royston Highway removed. After some discussion, The Board agreed that Mr. Goran will research the cost of removing the unused tank on Royston Highway and will revisit this topic at the next meeting.

Upcoming Meetings – November 20th, December 18th

The next two Board meetings will be held on Monday, November 20, 2017 and Monday, December 18, 2017.

Adjournment

Mr. MacNabb motioned to adjourn and Mr. Holland seconded it. The motion passed 5 – 0.

Wade Carlton, Chairman

Holly McBrayer, Secretary