

Hart County Water & Sewer Authority

Board of Directors Meeting June 19, 2017

The Hart County Water and Sewer Authority met on June 19th, 2017 in the Hart County Cooperative Extension Service Building. Chairman Wade Carlton called the meeting to order at 6:10 pm. Present were Vice Chairman Hugh Holland; Board Members Jerry Cannady, Larry Haley and Mike MacNabb; Authority Director Pat Goran, Legal Counsel Walter Gordon, and Board Secretary/Treasurer Holly McBrayer. Also present were The Hartwell Sun Reporter Michael Isom; Hart County residents Greg Bradsher, Vinh Nguyen, Gordon Stutts, David Sun, William Tucker, and Vickie Wallace.

Welcome

Approval of Agenda

Mr. Carlton requested the agenda be amended to include an executive session to discuss personnel. Mr. MacNabb motioned to approve the amended agenda and Mr. Haley seconded it. The motion passed 5 – 0.

Public Comments; remarks by invited guests

Mr. Nguyen requested water service for his 6 chicken houses on Ray Johnson Road. Mr. Goran will prepare a cost estimate and a parcel summary for the next Board meeting.

Mr. Bradsher and Mr. Sun requested water service for three chicken farms with a total of 18 chicken houses on Roper Road and Griffin Road. Mr. Goran provided a cost estimate of \$107,816 from a previous request. Mr. Goran stated that if all three chicken farmers signed the standard chicken farmer agreement, the project would meet the Board's criteria. The Board asked Mr. Goran to prepare a revised cost estimate and obtain the three signed commitment letters for the next meeting.

Ms. Wallace requested water service for a potential subdivision on Old Highway 29 Road. Mr. Goran gave a very rough estimated cost of \$15,000. Mr. Cannady questioned if the subdivision had been approved by the Hart County Board of Commissioners. Mr. Gordon stated that because the subdivision did not require a new road to be constructed nor are new utility services needed therefore Board of Commissioners' approval is not required. Mr. Goran will meet with Ms. Wallace and prepare a final cost estimate to be reviewed at the next meeting.

Mr. Gordon stated that he would contact the County Administrator to make sure that all County policies and procedures are followed.

Approval of April 17th regular meeting minutes

Mr. Haley motioned to approve the April 17th regular meeting minutes. Mr. MacNabb seconded the motion which passed 5 - 0.

Financial report

Mr. Goran presented the financial report.

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 stated that the Rock Springs area installation is complete and Arrowood General Contracting will begin installing the waterline on Blackmon Road following the completion of the Bowersville Highway Extension project.

Mr. Goran said that the Old Mount Hebron / Oak Mountain Lane / Amber Lane project requires easements before construction can begin. Mr. Gordon stated that he does not anticipate any issues.

Mr. Holland informed the Board of recent thanks he received from a new customer for access to public water in the Rock Springs area.

Reed Creek Phase II (2015 CDBG) and addition of Cokesbury Highway

Mr. Goran informed the Board that the Department of Community Affairs has given approval for the Cokesbury Highway amendment contingent on Mr. Gordon's approval of the procurement approach. Subsequently Mr. Gordon determined that the project should be formally bid instead of issuing a change order because of the dollar amount involved, supply cost increase, and that there were limited comparable unit prices provided by the current contractor in their original bid.

Mr. Goran informed the Board that the official bid announcement will be published in The Hartwell Sun on Thursday, June 22nd. A pre-bid meeting is scheduled for July 11th and a bid due date of July 25th.

Mr. Holland motioned to bid the project. Mr. MacNabb seconded the motion which passed 5 – 0.

Bowersville Highway line extension

Mr. Goran estimated this project would be completed within the next two weeks.

Request for water service – Green Meadows Drive

After some discussion it was agreed that Mr. Goran would revise the cost estimate to only run the line to the four residents who signed commitment letters rather than the entire length of Green Meadows, and this would be reviewed at the next meeting.

Recommendation for new billing / financial software

Mr. Goran recommended Edmunds and Associates' server-based option for the new billing / financial software. Mr. Cannady suggested asking the Hart County IT Specialist for a review of the software. Mr. Holland motioned to proceed with Edmunds and Associates contingent upon a review by Hart County's IT Specialist and/or County Administrator. Mr. MacNabb seconded the motion which passed 5 – 0.

Discussion of compensatory time off vs. paid overtime; on-call pay

The Board agreed to discuss this topic at the next meeting.

GEFA loan for radio read retrofit and meter replacement

After some discussion, the Board agreed that Mr. Goran will contact GEFA to verify an extension date for HCWSA and Hart County to sign the loan documents and revisit the issue at the next meeting.

Status of maintenance / new services installation agreement

Mr. Gordon will follow up with Mr. Goran with a final agreement.

City of Hartwell's request for increase in wholesale water price

After Mr. Gordon's update and suggestion, Mr. Holland motioned to compose a letter to accept the rate increase with an effective date in accordance with the contract and send the letter to the City Manager. Mr. Haley seconded the motion which passed 4 – 0. Mr. MacNabb abstained.

New Business

Employee retirement plan

Mr. Goran presented a simple IRA retirement plan at the standard rate of a 3% HCWSA match of employees' compensation. Mr. Holland motioned to accept the proposed Simple IRA retirement plan. Mr. Cannady seconded the motion which passed 5 – 0.

Out-of-service Royston Highway tank site clean-up

During public comments Mr. Tucker requested an opportunity to submit a proposal on the out-of-service Royston Highway tank site clean-up project and that he had the proposal with him. Mr. Carlton asked Mr. Tucker to submit the proposal at this time.

Mr. Carlton stated that the Board should first decide what they wanted done with the area before going forward.

Mr. Goran said that the neighboring property owner appeared to be willing to maintain the site once it was cleared. It was agreed in that event a simple agreement be prepared and signed addressing potential liability issues.

After some discussion, Mr. MacNabb motioned to accept William O. Tucker Inc.'s proposal with a start date to be determined. Mr. Holland seconded the motion which passed 4 – 0. Mr. Haley abstained.

Request for water service – Ray Johnson Road chicken farmer

Discussed under Public Comments

Request for water service – Still Waters Road (off Eagle Grove School Road) chicken farmer

The request was postponed until the requestor attended a meeting and/or signed a commitment letter is received.

Request for water service – Old Highway 29 Road (off Royston Highway) subdivision

Discussed under Public Comments

Request for water service – Griffin Road / Roper Road chicken farmers

Discussed under Public Comments

Director's Comments

Mr. Goran, at the Auditor's request, asked the Board to vote to amend the effective date of his full time employment from March 15, 2017 to April 1, 2017, as had been previously discussed. Mr. Cannady so moved. Mr. Holland seconded the motion which passed 5 – 0.

Mr. Goran reviewed the Water Well Trust organization information per Mr. Holland's request. Mr. Holland stated that he would like to mail an informational letter to residents of the Hanley Road area to inform residents of this loan program since HCWSA has no current plans to provide public water service.

Mr. Goran informed the Board of a recent customer request to waive late fees for chicken farmers. After some discussion, it was agreed that no change be made to the current policy.

Mr. Goran informed the Board that the FY16 Audit report had been included in their packet. He noted that Mrs. McBrayer has begun classes through the University of Georgia to earn a certificate to become a Certified Local Government Finance Officer.

Members' Comments

None

Upcoming Meetings – July 17th and August 14th (requested change from August 21st)

The next regular Board meetings will be held on Monday, July 17th, 2017 and tentatively on Monday, August 14th, 2017.

Mr. Stutts thanked the Board for installing waterlines in the Rock Springs area. He added that the addition of public water had improved the residents' quality of life.

Executive Session

Mr. Holland motioned to go into Executive Session. Mr. MacNabb seconded the motion which was approved 5 – 0.

Mr. Holland motioned to come out of Executive Session. Mr. MacNabb seconded the motion which passed 5 – 0.

Mr. Holland motioned to advertise the full time Field Technician position in The Hartwell Sun and surrounding newspapers as well as online. Mr. Haley seconded the motion which passed 5 – 0.

Adjournment

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

Wade Carlton, Chairman

Holly McBrayer, Secretary

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