

**November 25, 2015 at 11:30 a.m.**  
**HARTSVILLE-TROUSDALE COUNTY**  
**WATER & SEWER UTILITY DISTRICT**  
**MEETING OF BOARD OF COMMISSIONERS**  
**MINUTES**

The meeting of the Hartsville-Trousdale County Water & Sewer Utility District Board of Commissioners was held on Wednesday, November 24, 2015, at 11:30 a.m. at Halltown Road Fellowship Hall, Hartsville, Tennessee.

The following board members were present: Hattie McDonald, Phyllis Shoulders and Toby Woodmore. Others present were: Jerry Helm, Mayor Carroll Carman, Larry Cato, Ed Walker, and Jimmy Highers.

The meeting was called to order by President Hattie McDonald after a quorum was declared.

Phyllis Shoulders made a motion to approve the September 2015 regular board meeting minutes, seconded by Toby Woodmore. The motion passed.

The board had submitted three names to Mayor Carroll Carman for water board member vacancy at the October 2015 regular board meeting, due to Toby Woodmore's term expiring. Mayor Carman announced his decision to appoint Toby Woodmore.

A motion was made by Toby Woodmore and seconded by Phyllis Shoulders to give all employees a \$200.00 Christmas bonus. Motion passed.

As requested by the board, Manager Helm gave a report on the progress of installing new automatic meters. He reported that the department's field technicians were installing the meters out in the rural water areas, as time allowed. Manager Helm stated that he was pleased with the progress. Manager Helm also reported that the department had received a State of Tennessee violation and the he is awaiting guidance by the state to correct.

Account Analysis/Financial Statement for October 2015 and year to date was reviewed and discussed. Motion made by Phyllis Shoulders to approve said financials, seconded by Toby Woodmore. Motion passed.

Hattie McDonald made a motion to compensate board members \$100.00 per meeting, beginning with the December 30, 2015 meeting. Phyllis Shoulders, seconded the motion. Motion passed.

Jimmy Highers reported on the progress with the water line progression on Harris Branch Road area. The only thing left was to bore under the creek. Ed Walker discussed the three areas associated with the CCA project. Progressions are being made at an acceptable rate. Mr. Walker made the board aware of some future problems that will be addressed as funding allows. Manager Helm also echoed the financial effects of repairs due to inadequate equipment.

As there was no further business, motion was made by Phyllis Shoulders to adjourn the meeting, second by Toby Woodmore. Motion passed.

  
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Secretary