

April 25, 2018

Hartsville-Trousdale County
Water & Sewer Utility District

Meeting of Board of Commissioners

The meeting of the Hartsville-Trousdale County Water & Utility District Board of Commissioners was held on Wednesday April 25 2018, at 10:00am in the County Administration Building.

The following board members were present: Mark Beeler, Toby Woodmore, Sissie Harper, and Carroll Carman. Others present were, Jimmy Highers, Tommy McFarland, Alan Pedigo, Kirk Smith, and Mary Dale Welch.

The meeting was called to order by Chairman Mark Beeler.

The minutes of the Mar 28 meeting were approved.

Kirk Smith with TAUD made a presentation for Servline Program Leak Insurance. The cost to the customer will be between \$1.00 and \$2.00 a month, depending on the amount of coverage that is decided on. After discussion, a motion was made by Toby Woodmore to implement the program with a target start date of September 1. Sissie Harper seconded the motion. The motion was passed.

Jimmy Highers, Goodwyn, Mills, and Caywood, reported that a solution to the Four Lakes Sewer Project had been reached. An eight or ten foot wet well, 15 feet deep with a large drain pipe at the bottom to meet the elevation will be installed.

The financial reports were reviewed and accepted on a motion made by Toby Woodmore and seconded by Sissie Harper. The motion was approved.

The following goals were discussed for the Manager's evaluation:

- a. Completion of the water meter project by Sept 1, 2018
- b. Completion of the fire hydrant project by Sept 1, 2018; including all maintenance, repair and painting
- c. Plan, write, and implement a training program to OSHA standards by Sept. 1, 2018
- d. Aid employees in obtaining at least two (2) licenses by Sept 1, 2018. CDL's that were obtained earlier counts toward this goal.
- e. Develop a five-year plan.

Toby Woodmore made a motion to adopt the goals, Sissie Harper seconded the motion. The motion was passed.

Tommy McFarland reported that there are 118 meters left to be installed.

There are still a few hydrants that are needing repair. The Water department personnel will began painting hydrants soon.

Jimmy Highers, Goodwyn, Mills, and Caywood reported that Mofield is getting toward the end of the work. Mayor Carman stated he had had several complaints on the project concerning clean up. Also the highway has been damaged. Mr. Highers stated that there is a pavement clause in the contract and Mofield will take care of the pavement.

Ed Walker, Barge Design Solutions, reported that the Force Main was Completed. The Grit System is due in June, with the work being completed in September.

Tommy McFarland reported the new software will have the capability to call, email, and text customers when there is a situation they need to be advised of.

Tommy presented the board with a Developers Policy for the department (see attached). Toby Woodmore made a motion to approve the policy, Sissie Harper seconded the motion. The motion was passed. It will go into effect May 1.

The meeting was adjourned.

