

November 29, 2017

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 Nov 29 2017, at 10:00am in the County Administration Building.

The following board members were present: Mark Beeler, Toby Woodmore, Craig Moreland, Carroll Garman, and Sissie Harper. Others present were, Jimmy Highers, Larry Cato, Tommy McFarland, Penny Sutherland, Ed Walker, Chris Gregory, and Mary Dale Welch.

The meeting was called to order by Chairman Mark Beeler.

The minutes of the October meeting were approved.
The financial reports were reviewed and approved.

Chairman Beeler stated that Westmoreland Water District is being directed to purchase water from White House. In view of this development he requested the wholesale water consortium item be removed from the agenda.

Concerning water loss, Tommy McFarland reported that better reporting is needed. A study is being done by C. I. Thornburg at no cost to the water department to get a better understanding where master meters and zones are needed.

Tommy also presented the board with a developers' policy for them to consider for implementation.

Penny Sutherland reported the sewer plant has a few items that are needing replacing/repairing before the warranty period expires.

We are still waiting on some parts for the fire hydrants to be repaired. That should be completed with the next couple of weeks.

Jimmy Highers, Goodwyn, Mills, & Caywood reported Mofield Construction has finished with the work on Kelley lane except for the pump station which has not arrived yet. Mofield is now working on Fort Blount.

Ed Walker, BWSC, Force Main contracts A&B all pipping has been installed. Cleanup is in progress. The plans for the Grit System have been submitted to the state for approval.

Tommy McFarland requested that the pay period for employees be adjusted. He also asked for a Christmas bonus to be paid the week that the pay period is adjusted. Craig Moreland made a motion that the employees be given a \$200 Christmas bonus and a \$200 correction fee. Toby Woodmore seconded the motion.

Tommy brought to the Boards attention a dewatering unit and a generator that are no longer being used at the sewer plant. He asked that these items be declared surplus. Craig Moreland made a motion to surplus the items and Toby Woodmore seconded. The comptrollers office is to be contacted to see how these can be sold.

Tommy also told the board of issues with the holding ponds at the water plant. He stated that the used water needs to be piped to the sewer plant. He believes that the water staff can do most of the work, but does need engineering and electrical expertise.

Tommy requested that additional staff be hired. He was instructed to work with the executive committee to set up guidelines for hiring.

Chairman Beeler ask Toby Woodmore and Sissie Harper to work with Tommy on setting up goals and evaluation for Tommy's job performance.

The meeting was adjourned.

Mary Dale Welch