

PIKE COUNTY WATER & SEWERAGE AUTHORITY
Regular Meeting
Minutes
February 16, 2011

The Pike County Water & Sewerage Authority held its regular monthly meeting on February 16, 2011, at 8:30 a.m. in the boardroom of the Authority's Building at 94 Gwynn Street, Zebulon, Georgia. Members present were: Tom Lacey, Chairman, presiding; David Brisendine; Steve Brown and Mark Whitley. Tom Burnsed was not present.

Also present were: Donna Pearson, Office Administrator, Molly Autry, citizen and Yvonne Langford to record the minutes.

Mr. Lacey called the meeting to order and introduced Molly Autry who was joining the meeting as a guest.

AGENDA

The agenda was approved on a motion by Mr. Brown and a second by Mr. Whitley with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

MINUTES

Mr. Whitley made a motion to approve the minutes of the January 19, 2011 meeting. The motion passed on a second by Mr. Brisendine with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

FINANCIAL REPORT

Mr. Whitley gave the financial report noting nothing of significance.

MOTION

Mr. Brisendine made a motion to approve the financial report. The motion passed on a second by Mr. Brown with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

BUDGET ADJUSTMENT 2010-2011

Mr. Lacey said the Pike County Commission had adjusted the budget downward by 30% for the remainder of the 2010-2011 year. Discussion was held regarding what adjustments would be made to offset the funding cuts. Ms. Pearson reviewed what adjustments she was planning to make. She was not going to renew some of the memberships the Authority belongs to. Most of the subscriptions are sent free of charge. Georgia Rural Water gives the Authority a lot of assistance and she will continue that membership. It was noted that some costs cannot be predicted such as maintenance for waterline breakage and cost of water if there is a major malfunction at the tank site. The members of the Authority reviewed their assets and noted that it appears the Authority will be able to manage with the funding cuts made by the County Commission.

Ms. Pearson had an amended budget for the balance of the year that she presented to the Authority for approval.

MOTION

Mr. Brown made a motion to approve the budget adjustment for 2010-2011. The motion passed on a second by Mr. Brisendine with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

BUDGET 2011-2012

Ms. Pearson had prepared a proposed budget for 2011-2012. The members of the authority reviewed and discussed the proposed budget.

MOTION

Mr. Brisendine made a motion to accept the proposed budget and forward to the County Commission for their consideration. The motion passed on a second by Mr. Brown with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

PERSONAL APPEARANCES

Mr. Lacey called on Ms. Autry to make any comments. She said she was present as a citizen and had enjoyed the meeting and the openness of the members of the Authority.

CALDWELL TANK

Mr. Lacey said Caldwell Tank had made the repairs to the tank and everything is back in service. Caldwell had reimbursed the Authority for the water used during the repairs to the tank.

USDA PROJECT

Mr. Lacey said EPD has approved the site for the location of the new well. The casing has to be extended and additional boring will need to be done. Kurt McCord contacted Mid-Georgia for a cost since they already had the pump at the site. The electricity to the site is still on hold until the bid is awarded. The bids are scheduled to be received by March 9, 2011 which is the date set for the opening. It is anticipated the bid will be awarded on the regular meeting date of March 16, 2011. The Authority is not in a position to borrow additional money so it may create a problem if the bids are higher than the funds available. The Authority is going to have to purchase some soil to raise the site of the well. The landowner made a proposal which has not been approved at this time. This will not be approved until the Authority approves the contract to build the site.

EPD SANITARY SURVEY

Mr. Lacey said EPD returned for the follow-up on the inspection of the well site. Everything had not been completed. She followed up with a letter with a list of items that needed attention. Most have been taken care. The one thing that was of major concern for her was the vegetation at the well site. It has really grown up. Chris McLemore has begun the work. He has cleared off the fence and most of the vegetation has been cut back. There is a 15' area that has to be totally clear. It is probably going to be necessary to put some geothermal down and cover it with rocks to keep it clear. You can't spray

around the well. Mr. Huckaby is going to have to cut the area more often. He will probably be able to keep it clear once it is clean.

She was concerned about there being no back-up pumps for the chlorine, phosphate and fluoride. She said back-up pumps are required. Mr. McCord wrote her a letter because the new system installation will have identical pumps. He requested that she allow the Authority to use those as the back-up pumps. If they are still going to require them he is asking what the deadline date is. They are going to be expensive.

Mr. Lacey said the Authority has been required to take three water samples and that has now been reduced to one. This will cut the expense in that area.

SNOW AND ICE POLICY

Ms. Pearson said policies regarding procedures on days when the weather is inclement making it dangerous to travel have been prepared for personnel and vehicles. There has been no written policy regarding inclement weather. These need to be approved by the Authority. Discussion was held regarding the policies.

MOTION

Mr. Brown made a motion, seconded by Mr. Whitley, to approve the inclement weather policy. The motion passed with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

Discussion was held regarding when it would be appropriate to take the vehicle home.

MOTION

Mr. Brisendine made a motion to approve the motor vehicle policy. The motion passed on a second by Mr. Whitley with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

SAFETY POLICY STATEMENT

Ms. Pearson said a surprise inspection was made by Workmen's Compensation. They reviewed the personnel policy manual and advised that a safety policy statement and a computer/electronics policy needed to be included. Ms. Pearson said she has to respond to them in writing by March 15, 2011. They also advised that an MVR needs to be run every three years on the personnel that drives the trucks.

Ms. Pearson said she has prepared proposed policies as recommended but they need to be approved by the Authority.

MOTION

Mr. Whitley made a motion to approve the Safety Policy Statement. The motion passed on a second by Mr. Brown with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

MOTION

Mr. Whitley made a motion to approve the Computer/Electronic Devices Policy. The motion passed on a second by Mr. Brown with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

ADJOURN

Mr. Brown made a motion, seconded by Mr. Brisendine, to adjourn the meeting. The motion passed with Mr. Brisendine, Mr. Brown, Mr. Lacey and Mr. Whitley voting for the motion.

Thomas M. Lacey – Chairman

Yvonne M. Langford - Recorder