PIKE COUNTY WATER & SEWERAGE AUTHORITY

Regular Meeting

**Minutes**

**January 20, 2016**

The Pike County Water & Sewerage Authority held its regular monthly meeting on January 20, 2016, at 8:30 a.m. in the boardroom of the Authority’s Building at 94 Gwynn Street, Zebulon, Georgia. Members present were: Steve Brown, Chairman, presiding; Jonathan Mayfield; Tommy Powers; Ron Snowden and Mark Whitley.

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

Mr. Brown called the meeting to order. He welcomed Ron Snowden as a new member of the Authority.

# AGENDA

Mr. Whitley made a motion to approve the Agenda as published. The motion passed on a second by Mr. Snowden with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

# MINUTES

The minutes of the December 16, 2015 meeting were approved on a motion by Mr. Powers and a second by Mr. Whitley with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

**ELECTION OF OFFICERS**

**MOTION**

Mr. Powers made a motion to keep Mr. Brown as Chair and to keep Mr. Whitley as Secretary-Treasurer. The motion passed on a second by Mr. Snowden with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

**MOTION**

Mr. Brown made a motion for Mr. Mayfield to serve as Vice-Chair. The motion passed on a second by Powers with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

# FINANCIAL REPORT

Mr. Whitley gave the financial report. The members reviewed the expenses for the month of December. It was noted that the cash flow has improved.

Discussion was held regarding the low interest rate received on the CD held for the benefit of the USDA. Mr. Brown said the school system will be issuing bonds and he would like to investigate the possibility of investing in those bonds. The bonds will be short-term. He will contact USDA and determine whether or not the funds can be invested in the bonds. His understanding is the bonds will pay 3% interest and he will verify whether or not that information is accurate.

**MOTION**

Mr. Mayfield made a motion to accept the financial report. The motion passed on a second by Mr. Powers with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

**SHACKELFORD AND MIDWAY ROAD WELLS**

Ms. Pearson advised that letters had arrived from EPD approving both Shackelford and Midway Road Wells.

Mr. Brown reported he had talked with Steve Frye, Mayor or Williamson, and was advised the Eagles Landing wants County water service. They are willing to help financially with the installation of the water lines. The Authority needs an absolute count of those willing to support the project financially. Mr. Brown discussed what would be necessary to provide the service. He further noted it would take a number of customers to justify the expense. Mr. Snowden said it would be necessary for everyone to pay a minimum fee that had the benefit of the line being accessible to them whether or not they tie onto the service. Mr. Brown said the Authority cannot afford to go into debt for the installation of water lines without the revenue to offset the expense. Discussion was held regarding the expense necessary to provide the service. Mr. Brown said he had just been made aware of this situation and did not have sufficient information. He will investigate further and report on it at a future meeting.

**OFFICE HOURS**

Ms. Pearson said there had been a discussion at an earlier meeting regarding the office hours and it was decided to discuss it again after the first of the year. Her situation is such that she needs to work only three days a week. She may need to work some additional hours in some weeks but she needs the flexibility to have three days of scheduled hours and then work other times when there is additional work without committing to having the office open. She has family responsibilities that require her to have free time from work. She would prefer to work Monday, Tuesday and Wednesday. She will still accept the responsibility of being able to be contacted via cell phone for emergencies. She is paid one hour per day for being on call via her cell phone. She is uncertain how long she will need this flexibility. Discussion was held regarding whether or not the Authority should consider hiring another person to be able to keep the office open more hours. It was decided to try being open three mornings a week for five months to determine whether or not this will be sufficient to give the necessary service to the public.

**MOTION**

Mr. Snowden made a motion to approve the office hours to be open Monday, Tuesday and Wednesday from 9:00 a.m. to 1:00 p.m. The motion passed on a second by Mr. Mayfield with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley voting for the motion.

Mr. Brown said the County wants the Water Authority to decide where to cross Highway 341with the water line. The County is going to pay the expense for the installation. The Authority needs the line to cross at New Hope Road. It will be less expensive for the County to cross further up the road but it will be more beneficial for the Water Authority for future expansion of service to have the crossing at New Hope Road. DOT approval has to begin with the Water Authority and the Authority does not want to hold up the project.

**SYSTEM OPERATOR**

The System Operator monthly log was reviewed.

# ADJOURN

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

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Steve Brown – Chair

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 Yvonne M. Langford - Recorder