PIKE COUNTY WATER & SEWERAGE AUTHORITY

Regular Meeting

**Minutes**

**June 15, 2016**

The Pike County Water & Sewerage Authority held its regular monthly meeting on June 15, 2016, at 8:00 a.m. in the boardroom of the Authority’s Building at 94 Gwynn Street, Zebulon, Georgia. Members present were: Steve Brown, Chair, presiding; Johnathon 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.

# AGENDA

Mr. Brown said that Britain Turner with OTG Services wanted to speak to the Water Authority and needed to be added to the agenda. The agenda needs to be amended to include him.

**MOTION**

Mr. Snowden made a motion to approve the agenda with the amendment to include Mr. Turner under personal appearances. The motion passed on a second by Mr. Powers with Mr. Brown, Mr. Mayfield, Mr. Powers and Mr. Snowden voting for the motion.

# MINUTES

The minutes of the May 18, 2016 meeting were approved on a motion by Mr. Powers and a second by Mr. Snowden with Mr. Brown, Mr. Mayfield, Mr. Powers and Mr. Snowden voting for the motion.

# FINANCIAL REPORT

The financial report was reviewed. It was noted that the cash funds are growing.

Mr. Whitley arrived during this report.

**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.

**BUDGET – 2016-2017**

Ms. Pearson reviewed the budget for 2016-2017 noting the changes from the previous budget. The greatest budget increase is regarding maintenance. Additional testing is being required which will increase the testing expense. During the discussion it was decided to make some adjustments and approve the budget at the July meeting.

 **PERSONAL APPEARAINCES**

Britain Turner was present to discuss a proposal he would like to present to the Water Authority. Mr. Turner’s company will provide fiber internet service to the Pike County area and they would like to locate equipment on the Water Authority water tower to enhance their service to the community. He provided the members of the Authority a list of equipment that would be needed for this project. He reviewed the need for internet service for the area and addressed their goals to provide the service. Their main tower is located in Thomaston. This would not interfere with the water service in any way. In the discussion it was noted they would need power for their equipment. Mr. Brown felt the Authority had adequate power and in discussions regarding the lease for tower space power could be included. It was noted they would need to have access to the facilities at all times.

Mr. Turner said the usual expense for this type operation is between $1/foot per month to $3/foot per month. The lower cost if for no power and no structure just a tower. The one they have signed and the one they are planning to sign in Spalding County are in the $2.00/foot per month range. The one they have on Hagan is 250 feet and includes an air conditioned structure and power and is $500. One they are looking at in Spalding County is 310 feet and includes an air conditioned structure and a generator for a cost of $600 per month. They would like to have a five-year lease.

Mr. Turner said he would like to be able to sign an agreement within the month so they would be able to begin installation in a couple of months. They are within a sixty day window of having their first tower live. Once that tower is operational they will be ready to expand their service to other towers. He shared their plans for expansion of the service.

Mr. Turner said he would prepare information regarding the options, liabilities and financials and send it Mr. Brown. He will draw up a draft of a lease also. Mr. Brown will forward it to Ms. Pearson and she will forward to all the board members for consideration at the next meeting. Mr. Brown said he wants assurance the Water Authority would not incur any liability for anyone working on this project. Any document the Authority will sign will need to be reviewed by the Water Authority attorney.

Mr. Turner left the meeting.

Mr. Brown said Mr. Hanson, Pike County manager, had contacted him regarding Mr. Turner’s request and they had visited the site prior to this meeting. Mr. Turner is happy with the arrangement of the site and the information today is the first information he has had regarding the financials. They discussed an annual increase over the five years. Discussion was held regarding whether or not there would be the possibility of adding other users to the tower and if adding a structure that would increase the height would make it more appealing.

Consideration was given to the proposal from Mr. Turner and the members were in agreement that the financial offer was acceptable with a 3% annual increase. If any of the members get information that would indicate the terms of the lease are not acceptable they will contact Ms. Pearson and she will relay the information to all the members.

**WILLIAMSON WATER**

Mr. Brown gave a report regarding the meeting he had regarding the Williamson water service. The Water Authority needs to begin their expansion plans with Williamson. Discussion was held regarding the money that is being spent by Pike County to purchase water from the City of Griffin.

**MOTION**

Mr. Snowden made a motion to go into executive session for the purpose of discussing personnel matters. 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.

**MOTION**

Mr. Snowden made a motion to close the executive session and return to open session. 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.

The Water Authority reconvened in open session with Mr. Brown, Mr. Mayfield, Mr. Powers, Mr. Snowden and Mr. Whitley present.

Mr. Brown said with the current office hours the telephone needs to be call forwarded to Ms. Wrye at the County offices so she can take messages and help when Water Authority office is closed. She needs a manual with instructions regarding the appropriate procedures. Ms. Pearson will contact her and discuss with her what she needs.

**MOTION**
Mr. Snowden made a motion to authorize a 4% salary increase for Ms. Pearson and an 8% salary increase for Mr. Huckaby effective July 1, 2016. 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.

**EAGLES LANDING**

Mr. Brown discussed the issue of water service for Eagles Landing. The estimate was $237,000 to run 4700 feet of water lines. The residents have this information and no further action is necessary until they respond.

**TRUCK SHED**

The Water Authority needs to have a cover for the truck. Discussion was held and it was decided the shed would need to be 12 feet wide, 20 feet long and 9 feet at the gable. It needs to be 28 gauge metal and a conservative color. It was estimate the cost would be between $1200 and $1500. Ms. Pearson will look into pricing.

**WATER AUTHORITY LOANS**

Mr. Brown said the Authority has two loans: one has a balance of $2,142,954.06 at 4.5% interest and the second loan is $242,153.49 at 4.125%. If the loans could be refinance with GEFA at 1.5% interest it would save the Authority a substantial amount of money. The Authority was in agreement to pursue the possibility of refinancing at a lower interest rate.

**SYSTEM OPERATOR**

The members of the Authority reviewed System Operator’s log for January.

**OFFICE SECURITY**

Ms. Pearson said the security camera they purchased from Staples would not work. She contacted Staples and they said we could keep it and they issued a credit. Brandon has one that costs $127.00 that was purchased for Public Work and they cannot use it.

Ms. Pearson said the water testing was done and the Authority is in compliance. She reviewed the tests the Authority is going to have to do in the future.

# ADJOURN

Mr. Snowden made a motion, seconded by Mr. Whitley, 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