PIKE COUNTY WATER & SEWERAGE AUTHORITY

Regular Meeting

**Minutes**

**June 18, 2014**

The Pike County Water & Sewerage Authority held its regular monthly meeting on June 18, 2014, 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; Larry Lynch; Jonathan Mayfield and Mark Whitley. Tommy Powers was not present.

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

Mr. Brown called the meeting to order.

# AGENDA

Mr. Whitley made a motion to approve the agenda. The motion passed on a second by Mr. Mayfield with Mr. Brown, Mr. Mayfield and Mr. Whitley voting for the motion.

# MINUTES

Mr. Mayfield made a motion to approve the minutes of the May 21, 2014 meeting. The motion passed on a second by Mr. Whitley with Mr. Brown, Mr. Mayfield and Mr. Whitley voting for the motion.

Mr. Lynch arrived at this time.

**PERSONAL APPEARANCES**

**Supreme Corporation - Jason Mailloux**

Mr. Mailloux with Supreme Corporation was present to discuss an 8” tap to the Pike County water line. He requested a decision regarding whether or not they would be allowed to tap onto the line. They have a construction company on site and need to be able to begin digging immediately in order to meet their deadlines. Their plan includes a fire hydrant on their property. The current fire hydrant is too far to meet their insurance requirements. Discussion was held regarding the plans for the connection. Mr. Brown advised Mr. Mailloux they had contacted the adjacent counties water departments and been advised they currently do not allow any unmetered taps and the Pike County Water Department will be following that policy. He advised that the 8” water line will need to be metered. Mr. Mailloux said their concern is not the money involved with the meter but the maintenance of the meter. The insurance company has concerns that there could be a failure of the meter causing the water not to flow. They plan to meter a 2” line that will be used for the potable water for the office. The 8” line is for fire protection only. Mr. Mailloux said they have a timing issue. They have people working in a building that is not OSHA compliant. He has 45 days from June 20,2014 to get water into the building or they will not be allowed to work. Mr. Brown reviewed the issues the Water Authority has with Supreme Corporation. Supreme Corporation requested water for their building and committed to tying onto the Pike County Water. At a cost of $25,000 per mile the Authority complied with their wishes and Supreme never tied onto the system. Supreme benefited because there was a fire hydrant in place to serve their property. The Water Authority is committed to helping get this issue resolved for Supreme. However, there will be a 2” tap but Supreme still has a well that allows them to continue to serve their needs with no commitment to the Water Authority. Mr. Mailloux said he is new to the area and has been apprised of the issues. Supreme is a growing company. He is a mechanical engineer from the automotive industry. He has been put in this position to make this operation profitable. They have a building across the street that is not being used. His job is to make the operation efficient enough to utilize the other building. He is new and when he arrived he found that he had been working in an operation that was compliant in their business practices but this facility is not compliant. He plans to resolve that issue and become compliant. His plan is to decommission all of the wells. It costs more money to operate the wells than it will cost to use public water. Well water does not provide any fire protection. Previous management would do anything to just get by. They want to be billed annually for the number of risers rather than to have a meter for the 8” portion of the line. There is less maintenance involved. The total unmetered water consumption will be the bi-annual flushing of the system. Mr. Whitley said if they are allowed to put in the 8” unmetered line and the Authority feels they are abusing the water usage the Authority can put in a meter anytime. Mr. Mailloux said he has nothing to hide and the Authority will be allowed to access the building for inspection at anytime. Mr. Brown said he would like an agreement drawn that would be a legal document that would be available for future boards. He also wants the agreement to include that Supreme will pay for a meter if the Authority feels a meter is warranted. Discussion was held regarding the annual fee for each riser. It was decided Supreme will pay an annual fee for each riser and they will notify the Water Authority when any new risers are installed. It was also noted that there is a $2500 connect fee. Mr. Lynch advised Mr. Mailloux that the installation will need to be inspected by someone authorized by the Water Authority prior to covering the lines. Mr. Whitley said the lines needed to be flushed and chlorinated prior to water flowing. Mr. Mailloux was advised to contact Ms. Pearson when he is ready for the inspection.

Mr. Mailloux left the meeting at this time.

The Water Authority discussed the agreement and it was decided to charge an annual $1000 fee for each riser. Ms. Pearson will begin to prepare the agreement. Mr. Whitley said he wants some additional things covered in the agreement and he will forward that to her. Mr. Lynch said the contract needs to be drawn carefully because it will be binding on future boards.

**MOTION**

Mr. Lynch made a motion to authorize Supreme Corporation to tie onto the water line conditioned on them signing a contract to be drawn and approved by the Water Authority Board. The motion was seconded by Mr. Mayfield.

Discussion was held regarding the members wanting to authorize the contract being drawn for approval without approving for the line to be tapped. A called meeting was discussed to approve the contract when it is completed. It was decided to discuss a motion at that time.

Mr. Mayfield withdrew his second and Mr. Lynch withdrew his motion.

Ms. Pearson was directed to proceed with arrangements for a contract.

# FINANCIAL REPORT

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

**MOTION**

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

**BUDGET**

Mr. Brown said consideration needs to be given to approving compensation for Ms. Pearson for a portion of her cell phone expense due to required communication after normal business hours. A dedicated phone was discussed but it was noted it is impractical and a monthly fee paid to the cell phone company would be more advantageous. Ms. Pearson has agreed to be on call after hours for emergencies. If an employee is full-time with numerous calls day and night then a dedicated cell phone would be more advantageous.

**MOTION**

Mr. Mayfield made a motion to authorize a $30 per month fee toward cell phone expense for Ms. Pearson to be paid directly to a cell phone provider. The motion passed on a second by Mr. Whitley with Mr. Brown, Mr. Lynch, Mr. Mayfield and Mr. Whitley voting for the motion.

**BUDGET – 2014 – 2015**

The proposed budget for 2014 – 2015 was discussed.

**MOTION**

Mr. Lynch made a motion to approve the 2014 – 2015 budget. The motion passed on a second by Mr. Whitley with Mr. Brown, Mr. Lynch, Mr. Mayfield and Mr. Whitley voting for the motion.

**MIDWAY ROAD WELL**

Mr. Whitley said he made contact with Middle Georgia Water and then contacted the manufacturer of the system in Wisconsin. He was referred to someone that appeared not to know anything about what was needed. He requested copies of the drawings that Mr. Whitley had and he would review them. Mr. Whitley has sent them the drawings and advised them EPD will require a stamped drawing. Mr. Whitley is waiting to hear further from them. Mr. Whitley will work toward a stamped drawing when he has received appropriate information for review. He will follow up.

**OFFICE ADMINISTRATOR**

Mr. Brown said the new computer has been purchased and the files have been transferred.

# ADJOURN

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

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Steve Brown – Chairman

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 Yvonne M. Langford - Recorder