

**REGULAR MEETING OF THE  
ROCKWOOD WATER, WASTEWATER & NATURAL GAS BOARD**

**September 26, 2017 @ 6:00 P.M.**

The meeting was called to order in the REU Training/Conference Room at 6:00 p.m. with Chairman Darryl Meadows presiding. Roll call found Commissioner Loren Bone, Commissioner Dudley Evans, and Commissioner Joe Moore present; Commissioner Tim Couch was absent.

**Public Comment:** None.

**Approval of the August Minutes:** Commissioner Bone made a motion to approve the minutes as presented and Commissioner Moore seconded. The motion passed unanimously.

**Approval of financials for August 2017:** Joan Kerley reported that W/S Revenues for the month were \$335,753; expenses were \$279,616; revenues exceed expenses YTD of \$49,541. Gas Revenues for the month were \$115,284; expenses excluding gas costs were \$83,143; expenses exceed revenue YTD of \$33,950. Commissioner Evans made a motion to accept the financials as presented and Commissioner Moore seconded. The motion passed unanimously.

**General Manager's Report:** Kim Ramsey stated that Daniel Peterson will be at the meeting next month to discuss financial status and answer any questions that Commissioners may have. Earl Burton will discuss gas purchases and future prices/purchase. The auditors have completed onsite testing. The Front Street sewer project is ongoing with a few problems developing during construction. Customer Sam Brown, 280 Crystal Springs Road, has asked for a billing adjustment that is not covered under current policy. He asks for a sewer adjustment since he returned from vacation and found his outside water spigot running. His sewer for the month of September was \$334.54 and his normal bill is around \$60. Commissioner Evans made a motion to adjust the bill to \$60 and Commissioner Bone seconded. The motion passed unanimously.

**OLD BUSINESS:**

- a. **Report on I/I:** A written report was provided to all Commissioners.

**NEW BUSINESS:**

- a. **Consideration and approval of request for proposals for phone system:** The following bids were received:

- **VOLstate, Inc. DBA RevTel.net:** Installation \$3,300; Monthly fee - \$513 (phone only)
- **Taylor Telecom Solutions:** Installation - \$0; Monthly fee - \$510 (phone only)


- **Teklinks:** Installation - \$3,375; Monthly fee \$2,349 (Phone, internet/IT O365)

The current phone system was installed sometime in the 1990's and has no technical support should there be a problem. There is not a way for calls to be transferred between RWSG sites as well as other needed functions. Bids were requested for a Voice Over IP phone system as well as internet connectivity assistance. All three vendors were in attendance to discuss each product and take questions. Chairman Meadows appointed a committee of Commissioner Evans, Commissioner Bone and Ms. Ramsey to review the bids and make a recommendation. Commissioner Evans then made a motion to instruct Ms. Ramsey to advertise the meeting and Commissioner Moore seconded. The motion passed unanimously. Commissioner Evans made a motion to defer the decision until the September meeting and Commissioner Bone seconded. That motion also passed unanimously.

- b. **Presentation of site selection survey – David Collins – McCarty Holsaple McCarty:** Mr. Collins presented his feasibility study for four potential building sites. The first site is the Chamberlain Building on S Chamberlain Ave; second at S Chamberlain and W Rathburn; third, an office building only on W Rockwood St; and fourth, in the Roane County Industrial Park. This was the first step in this discussion and no vote is needed now.
- c. **Approval and ratification of emergency purchase for clarifier gear replacement – WWTP:** This gear had to be ordered immediately to get the clarifier back in service but still has an 8-12 week delivery time. The purchase exceeded Mr. Ramsey's purchasing authority and requires Board approval. Commissioner Evans made a motion to approve the total cost of \$13,156.00 and Commissioner Bone seconded. The motion passed unanimously.
- d. **Consideration and approval of purchase of two utility vehicles:** Ms. Ramsey explained that the state low bid was utilized and Jerry Duncan quoted \$22,600(lower than the state bid) each for two 2018 Ford Escape. Both the auditors and the City Attorney agree that this purchase is allowable based on state bids. The budget includes \$66,000 for fleet/equipment replacement. Ms. Ramsey recommended approval of the purchase of the two vehicles. Commissioner Bone made a motion to approve the recommendation and Commissioner Moore seconded. The motion passed unanimously.

**Communications from Board members:** All Commissioners thanked employees and management for continued dedication and work. Commissioner Moore thanked REU for the use of their conference room. Chairman Meadows added that he is excited about the progress RWSG has made in the past several years and all agreed.

Commissioner Evans made a motion to adjourn and Commissioner Bone seconded. The meeting adjourned at 7:43 p.m.

  
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Darryl Meadows, Chairman

  
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Joan Kerley, Secretary