

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

February 23, 2016 @ 6:00 P.M.

The meeting was called to order at 6:00 p.m. with Vice Chairman Loren Bone presiding. Roll call found Commissioner Dudley Evans and Commissioner Joe Moore present; Commissioner Tim Couch and Chairman Darryl Meadows were absent.

Public Comment: None.

Approval of the December 2015 Minutes: Commissioner Evans made a motion to approve as presented and Commissioner Moore seconded. The motion passed unanimously.

General Manager's Report: Kim Ramsey noted that the accounting module of the new software is almost ready for installation. Billing should be ready to run simultaneously with the current software by March 30th or April 15th billing. The website should be ready to launch before the end of the month. Commissioner Evans asked if we had a contract for the website and why the process has taken so long. Ms. Ramsey replied that the process has been slow but there have been several problems with attaining the permissions. He then asked about the number of roads that we have cut to repair lines and if they can be patched in a timely manner. Ms. Ramsey responded that the City Street Department or the County Road Department is responsible for the repairs depending on the location of the repaired line. She also noted that it is difficult to repair correctly because hot mix is not available until warmer weather.

OLD BUSINESS:

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

NEW BUSINESS:

- a. **Approval of audit proposal for year ending July 2016 – Parsons and Wright:** Commissioner Moore made a motion to accept the GM's recommendation and Commissioner Evans seconded. The motion passed unanimously.
- b. **Approval of collection list/write off – updates 2/16:** Write offs totaling \$27,517.53 were presented as uncollectible. Commissioner Evans made a motion and Commissioner Moore seconded to approve the list and write offs. The motion passed unanimously.

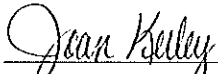
- c. **Approval of amended TDOT contract for gas installation – SR-1 from East of Kingston Avenue to SR-382:** Betterment costs of \$41,250.00 have been added to the previously approved contract for gas line installation. Approximately \$54,000.00 inspection costs will be reimbursed for our employees to inspect and ensure our interests during the project. Commissioner Moore made a motion giving Ms. Ramsey approval to sign the contract and Commissioner Evans seconded. The motion passed unanimously.

Communications from Board members: Commissioner Evans asked if a tour at the WWTP would be possible for Commissioners. Ms. Ramsey schedule and notify Commissioners.

~~Commissioner Evans made a motion to adjourn and Commissioner Moore seconded.~~
The meeting adjourned at 6:16 p.m.



Loren Bone, Vice Chairman



Joan Kerley, Secretary