

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

**January 26, 2021 @ 6:00 P.M.**

The meeting was called to order via Zoom at 6:00 P.M. with Chairman Loren Bone presiding. Commissioners Bobby Anderson, Mark Clem, Joe Moore, and Jeff Penley were present.

**Public Comment:** None.

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

**Approval of November and December financials:** Joan Kerley reported that water and sewer revenues for November were \$324,985; expenses were \$261,831. Year to date, water and sewer revenue exceeded expenses by \$62,143. Gas operating revenues totaled \$170,602; operating expenses not including the cost of gas were \$204,692. Year to date, gas expenses exceeded revenue by \$290,587. Daniel Peterson reported that water and sewer revenues for December were \$313,853; expenses were \$284,037. Year to date, water and sewer revenue exceeded expenses by \$27,086. Gas operating revenues totaled \$345,672; operating expenses not including the cost of gas were \$88,792. Year to date, gas expenses exceeded by \$132,424. Commissioner Moore made a motion to accept the financials as presented and Commissioner Anderson seconded. The motion passed unanimously.

**General Manager's Report:** Kim Ramsey Leffew provided Commissioners with a holiday schedule that has been approved by City Council and asked for a vote. Commissioner Moore made a motion and Commissioner Anderson seconded to approve. The motion passed unanimously. The insurance claim for the water damage at the WTP has been approved by PEP. A check will be sent for the estimated amount of \$28k. There has been a water loss issue that began around 12/19/20. A consultant has investigated and only found several smaller leaks. Brian Reed did find a larger leak on Spring City Hwy that has been repaired today. It will take at least 24 hours to determine if that leak was the problem. The pumps at the raw water intake have been delayed due to COVID. Harold Ishman is now reviewing the FEMA application for new building construction.

**OLD BUSINESS:**

- a. **Annual CMOM report (I&I):** A written report has been submitted to the state that details work in the sewer system during the year.
- b. **Consideration and approval of updated employee policy related to COVID:** Ms. Ramsey Leffew advised that the federal mandate expired at the end of December and presented her recommended update which is similar to the City's. Commissioner Moore made the motion to update the policy and Commissioner Clem seconded. The motion passed unanimously.

- c. **Consideration and approval of credit card refund policy extension:** Commissioner Penley made a motion to extend the policy through the end of February and Commissioner Moore seconded. The motion passed unanimously.
- d. **Consideration and Approval of Attorney/Client Engagement agreement – Sharon Reynolds Clark:** The agreement is to pay \$250 per hour as needed for attorney and \$80 per hour for a paralegal. Commissioner Anderson made a motion to approve and Commissioner Moore seconded. The motion passed unanimously.

**NEW BUSINESS:**

- a. **Consideration and approval of new base rate due to East Tennessee Natural Gas Pipeline rate increase:** ETNG plans to increase the demand charge but the amount is still being discussed. Ms. Ramsey Leffew asked for this to be deferred until more information is provided. Commissioner Moore made a motion to defer and Commissioner Anderson seconded. The motion passed unanimously.

After a brief communication from board members, the meeting was adjourned at 6:50 PM by motion of Commissioner Penley and second by Commissioner Anderson.

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Loren Bone, Chairman

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Joan Kerley, Secretary