

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

April 23, 2019 @ 6:00 P.M.

The meeting was called to order at the Rockwood City Hall at 6:00 P.M. with Vice Chairman Loren Bone presiding. Commissioners Joe Moore and newly appointed Commissioner Jeff Penley were present; Commissioner Bobby Anderson and Chairman Darryl Meadows were absent. (Commissioner Anderson arrived at 6:05 P.M.)

Public Comment: Paul Cordell, 135 Spencer Lane, asked for the formula for computing gas bills. His February usage was zero and he estimated it should be \$178.00. Vice Chairman Bone advised that employees will check into it and call him with an answer.

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

Approval of financials for March 2019: Joan Kerley reported that water and sewer revenues for March were \$264,548; expenses were \$235,934. Year to date, water and sewer revenue exceeded expenses by \$102,016. Gas operating revenues totaled \$382,251; operating expenses not including the cost of gas were \$78,285. Year to date, gas revenue exceeded expenses by \$632,943. Commissioner Moore made a motion to accept the financials as presented and Commissioner Penley seconded. The motion passed unanimously.

General Manager's Report: Kim Ramsey reported that a budget workshop will be needed for next meeting. She was advised to schedule and contact Commissioners with the date. Crystal Cove residents provided lunch for all employees at the Cadillac Grill in appreciation of excellent response during the recent road/line collapse during flooding. Progress has been slowed with building construction due to corrupted flood zone and mapping data.

Executive Session – Letter from attorney for Victor Bond: Due to the absence of City Attorney Greg Leffew, it was recommended that this item be deferred. Commissioner Moore made that motion and Commissioner Anderson seconded. The item was deferred.

OLD BUSINESS:

- a. **I&I report:** A written report was provided to all Commissioners.
- b. **Consideration and approval of payment for additional engineering and inspection services for Tarwater improvements:** Robert Campbell and Associates provided an invoice for on-site inspection services in the amount of \$22,500. Since this is above Ms. Ramsey's approval authority, she asked for Board approval. Commissioner Moore made a motion to approve the invoice and Commissioner Anderson seconded. The motion passed unanimously.

NEW BUSINESS:

- a. Consideration and approval to authorize signing authority for additional Board member:** Commissioner Moore made a motion to add Commissioner Penley as a third authorized signer and Commissioner Anderson seconded. The motion passed unanimously.
- b. Consideration and approval of updated collection process:** Recommended updates to the 2017 policy include:
- Fewer notices given to delinquent customers in order to reduce cost of postage, employee time, and supplies. A door hanger will be left on the door when disconnected and billing inserts will be provided to new customers as well as mailed with bills quarterly.
 - Only two payment arrangements per twelve-month period will be granted.

Commissioner Moor made a motion to approve the updated policy and Commissioner Penley seconded. The motion passed unanimously.

After a brief communication from board members and joint welcome to Jeff Penley by all Commissioners, the meeting was adjourned at 6:33 PM by motion of Commissioner Moore and seconded by Commissioner Anderson.

Loren Bone, Vice Chairman

Joan Kerley, Secretary