

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

June 29, 2020 @ 6:00 P.M.

The meeting was called to order at the Rockwood City Hall at 6:00 P.M. with Chairman Darryl Meadows presiding. Commissioners Bobby Anderson, Loren Bone, Joe Moore, and Jeff Penley were present.

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

Approval of May financials: Joan Kerley reported that water and sewer revenues for May were \$321,866; expenses were \$213,309. Year to date, water and sewer revenue exceeded expenses by \$292,399. Gas operating revenues totaled \$198,841; operating expenses not including the cost of gas were \$49,804. Year to date, gas revenue exceeded expenses by \$599,528. Commissioner Bone made a motion to accept the financials as presented and Commissioner Penley seconded. The motion passed unanimously.

Public Comment: Mark Slater from Servline addressed the Board about the positive relationship between his company and RWSG. He cautioned against making any move to change from insurance to a service contract company for water leak relief.

General Manager's Report: Kim Ramsey gave all Commissioners a copy of the Emergency Plan of Operations for use during the COVID-19 pandemic. She noted that it states that, should an employee travel out of state, he/she will be required to wear a mask for 14 days while at work. Temperature checks were added by Commissioners as well as requiring that employees wear a mask should they be inside a building, near customers or in a vehicle with others. Receivables seem to be staying fairly constant despite the pandemic. Commissioner Bone made a motion and Commissioner seconded to extend the waiving of transaction fees for online/credit card payments for the month of July. The motion passed unanimously. John West has been diagnosed with throat cancer and will be off work for at least six weeks.

OLD BUSINESS:

- a. **I&I report:** A written report was provided to Commissioners.

NEW BUSINESS:

- a. **Consideration and approval of proposal for service agreements for water leak coverage from Water Leak Relief – Josh Stone:** Servline currently provides this service for our customers and it has been advantageous for RWSG to be paid the full amount of the leak as well as any sewer charges. Mr. Stone offers a plan through Plateau Insurance Company that offers a plan that increases the coverage per line at the same cost for residential and a slight decrease for commercial customers. Some customers will qualify for coverage that are not currently covered. He is proposing a

two-year contract but can go month-to-month if desired. Mr. Slater from Servline asked for and received permission to have the floor. He asked that Commissioners defer a decision in order to do further research on the two programs. Commissioner Anderson made a motion to defer the decision for two months and have the City Attorney review the two programs and Commissioner Bone seconded. Chairman Meadows then appointed a committee of Ms. Ramsey, Commissioner Bone, Commissioner Penley, and himself to review the two programs and meet in 7-10 days. The motion then passed unanimously.

- b. Consideration and approval of request for adjustment – Rockwood Housing Authority:** There was a water leak resulted in a bill of \$800.97 that is not covered by Servline. Commissioner Bone made a motion to adjust half of the bill according to policy and Commissioner Moore seconded. The motion passed unanimously.
- c. Consideration and approval of RPR (Resident Project Representative) services for Raw Water Intake project – Gresham Smith:** A proposal was submitted for an amount not to exceed \$53,261 for inspection services for which we do not have staff expertise. Ms. Ramsey noted that the number of hours will be limited and she hopes to keep the hours below the estimated hours proposed. Commissioner Moore made a motion to approve and Commissioner Bone seconded. The motion passed unanimously.
- d. Consideration and approval of collection list – updated 5/29/20:** A list, totaling \$3,695.11, was presented for write off and to be turned over to our collection agency or Greg Leffew. Commissioner Bone made a motion to write off and Commissioner Moore seconded. The motion passed unanimously.
- e. Discussion of options for water pressure complaints from Grand Vista Bay service area:** TDEC requires that 20 psi of pressure is provided at the meter. We do meet or exceed that requirement. Kim Ramsey discussed with concerned customers the possibility of installing booster pumps at each customer in a similar program as our sewer pumps. The customers were not willing to participate in that type of program. We have other customers that have installed booster pumps at their own expense. Kim Ramsey will continue to investigate the options based on the original discussions and agreements with the developer and HOA. The build out of GVB will eventually require a pump station installation and storage facility. The Board took no action.
- f. Consideration and approval of 2020-21 proposed budget and capital improvement plan:** The budget was presented with a 3% cost of living adjustment for employees that brought discussion by Commissioners. It was decided that the issue will be re-visited at a later date. Commissioner Penley made a motion to approve the budget as presented and review raises in two months and Commissioner Bone seconded. The motion passed unanimously.

After a brief communication from board members and a welcome for Commissioner Moore for a second term, the meeting was adjourned at 7:25 PM by motion of Commissioner Bone and second by Commissioner Penley.

Darryl Meadows, Chairman

Joan Kerley, Secretary