

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

September 28, 2021 @ 6:00 P.M.

The meeting was called to order at Rockwood City Hall 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 August minutes: Commissioner Clem made a motion to approve the minutes as presented and Commissioner Moore seconded. The motion passed unanimously.

Approval of August financials: Joan Kerley reported that water and sewer revenues for August were \$375,071; expenses were \$257,131. Year to date, water and sewer revenue exceeded expenses by \$114,112. Gas operating revenues totaled \$130,506; operating expenses not including the cost of gas were \$75,359. Year to date, gas expenses exceeded revenue by \$37,377. Commissioner Moore made a motion to accept financials as presented and Commissioner Penley seconded. The motion passed unanimously.

General Manager's Report: Kim Ramsey Leffew reported that a letter was received from an attorney for the Grand Vista Bay HOA suit regarding water pressure in the area. Our attorney, Sharon Clark, will address the issue in Executive Session during the October meeting. Greg Leffew will attend the October meeting to discuss the revisions to the Consent Order and Agreement in response to the 2019 Director's Order. The application for the permit at the WWTP has been submitted and confirmed by TDEC with no penalties or fines assessed. A Notice of Violation was received due to late submittal; however, Ms. Leffew was in contact with TDEC throughout the process, which was delayed due to pending sampling results. A contractor for Enbridge has requested permission to rent the Front Street property as a staging area for an upcoming pipeline project. This would be a month-to-month rental agreement with a 30-day vacate clause for \$500 per month. Commissioner Clem made a motion to approve the rental and Commissioner Moore seconded. The motion passed unanimously.

OLD BUSINESS:

- a. **I&I update:** Charts were provided to represent the improvement in I&I after the completion of the CDBG project. A written report was provided.
- b. **Consideration and Approval of COVID policy update:** The policy was updated using the latest CDC guidance on quarantining. Commissioner Penley made a motion to approve the updated policy and Commissioner Clem seconded. The motion passed unanimously.

NEW BUSINESS:

- a. **Consideration and Approval of Driver Safety Grant application from Public Entity Partners:** This is a matching grant for approximately \$3,500 that would reimburse funds for fleet monitoring. Commissioner Moore made a motion to approve and Commissioner Anderson seconded. The motion passed unanimously.
- b. **Consideration and Approval of pre-qualified contractors for administration and operations building project:** Ten proposals were received and scored by the committee of David Collins and John Thurman from McCarty Holsaple; Chairman Bone; Kim Leffew; and Joan Kerley. A minimum score of 75 was required in a matrix of qualifications to pre-qualify. The following firms have prequalified:
 - Blaine Construction
 - Rouse Construction Company
 - Johnson & Galyon
 - Merit Construction
 - W&O Construction
 - Jenkins & Stiles LLC
 - BurWil Construction Company

Commissioner Clem made a motion to approve the pre-qualifiers and Commissioner Moore seconded. The motion passed unanimously.

- c. **Update on natural gas for the winter season – Earl Burton:** Gas prices are expected to be around \$2 higher this winter due to inflation, hurricanes, and drilling interruptions caused by COVID. RWSG has 125,000 Dth in storage at an average of \$3 per Dth. Mr. Burton asked the Board to approve purchase of gas should the price drop to \$4. Commissioner Clem made a motion to work with Ms. Leffew and purchase at \$4 and Commissioner Anderson seconded. The motion passed unanimously.
- d. **Consideration and Approval of Warm Thoughts program update:** The balance in the program at the end of the 2020-21 heating season was \$53,058.83 and only \$7,250 was distributed last season. An increase of \$50 per benefit level was recommended in order to distribute more funds to qualified applicants. Rockwood Ministerial will continue to process applications and assign benefit levels. Commissioner Moore made a motion to approve the update and Commissioner Anderson seconded. The motion passed unanimously.
- e. **Consideration and Approval of Collection list:** Approval for write off is required for the \$2,821.72 to be turned over to the collection agency. Commissioner Clem made a motion to approve and Commissioner Penley seconded. The motion passed unanimously.
- f. **Consideration and approval of unclaimed property submittal:** Approval for write off is also required before submission to the State of Tennessee for \$225.37.

Commissioner Moore made a motion to approve and Commissioner Anderson seconded. The motion passed unanimously.

After a brief communication from board members, the meeting was adjourned at 6:45 PM by motion of Commissioner Clem and second by Commissioner Anderson.

Loren Bone, Chairman

Joan Kerley, Secretary