

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

March 28, 2023 @ 6:00 P.M.

The meeting was called to order at Rockwood City Hall 6:00 P.M. with Chairman Loren Bone presiding. Commissioners Mark Clem, Joe Moore, and Larry Davis were present: Commissioner Ronnie Thompson was absent.

Public Comment: None.

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

Approval of February financials: Joan Kerley reported that water and sewer revenues for February were \$301,569; expenses were \$255,570. Year to date, water and sewer revenue exceeded expenses by \$675,178. Gas operating revenues totaled \$510,050; operating expenses not including the cost of gas were \$79,727. Year to date, gas revenue exceeded expenses by \$496,340. Commissioner Clem made a motion to accept the financials as presented and Commissioner Davis seconded. The motion passed unanimously.

General Manager's Report: Kim Leffew reported that the windows have arrived for the administration building and the brick is going back up after removal for waterproofing. At the maintenance building, security systems and IT are in progress. The RHS Prom Committee has asked for \$2,330.30 for cups for the attendees. All Commissioners agreed that the request was too pricey. Tausha Bruneel has been promoted to Finance Director and will begin training next week.

OLD BUSINESS:

- a. **I&I report:** A written report was provided for February.
- b. **Consider and approve furniture bid for new facilities:** Officeworks, who has an existing government bid contract, has finalized prices with the alternate options. Total price is \$148,280 which is within the \$160,00 budget. Commissioner Moore made a motion to approve the furniture bid and Commissioner Davis seconded. The motion passed unanimously.

NEW BUSINESS:

- a. **Consider and approve Change Order #9R and 13-Jenkins and Stiles – new facilities:** Change Order #9R includes the installation of metal studs and drywall to extend the wall around the meter and welding room at the Operation Center at an additional cost of \$12,698. Change order #13 extends gas into the breakroom of the administration building for a gas stove at a cost of \$851. Commissioner Clem made a motion to approve and Commissioner Davis seconded. The motion passed unanimously.

- b. **Consider and approve revised tap fee schedule – effective April 1, 2023:** Only the grinder and step systems taps will increase due to an increase in the cost of installation. Inside the city the rate increases from \$4,822 to \$6,200 and outside the city from \$5,120 to \$6,600. Commissioner Moore made a motion to approve and Commissioner Clem seconded. The motion passed unanimously.
- c. **Consider and approve Fleenor contract amendment for security equipment for new facilities:** Our security services and monitoring are currently handled by Fleenor. The new contract includes access security, cameras inside and outside of both facilities, and a panic alarm to call 911 at the administration building. The total amount for both sites is \$74,963.18. Fleenor is considered a sole source vendor since they currently provide security for all of our facilities (WTP, WWTP, and all water tanks). Commissioner Moore made a motion to approve and Commissioner Clem seconded. The motion passed unanimously.
- d. **Consider and approve discontinuation of Interruptible Gas Transport Agreement with Horsehead Corporation – effective May 31, 2023:** Horsehead has ceased operation and the contract states that we must notify them of our intent to discontinue no less than 60 days before the renewal date of May 31, 2023. Don Norton with Horsehead has been notified of our intent and he agrees. Commissioner Davis made a motion to approve and Commissioner Clem seconded. The motion passed unanimously.
- e. **Consider and approve Collection List dated 3/2/23:** Commissioner Clem made a motion to approve and Commissioner Moore seconded. The motion passed unanimously.
- f. **Discuss budget process and schedule workshop for April:** All Commissioners agreed to meet in workshop session at 5:00pm prior to the next Board meeting on April 25, 2023.

After a brief communication from board members, the meeting was adjourned at 6:33 PM by motion of Commissioner Clem and second by Commissioner David.



Loren Bone, Chairman



Joan Kerley, Secretary