

**January 30, 2013, 11:30 A.M.**  
**HARTSVILLE-TROUSDALE COUNTY**  
**WATER & SEWER UTILITY DISTRICT**  
**MEETING OF BOARD OF COMMISSIONERS**

**MINUTES**

The meeting of Hartsville-Trousdale County Water & Sewer Utility District Board of Commissioners was held on Wednesday, January 30, 2013 at 11:30 a.m. at Halltown Road Fellowship Hall, Hartsville, Tennessee.

The following members were present: Hattie McDonald and Dennis Oldham. Phyllis Shoulders was absent due to a prior commitment.

Others present were: Jerry Helm, George Garden, Jimmy Highers and Kay Smith.

Meeting was called to order by Hattie McDonald.

The first order of business was the approval of the prior month's minutes. Motion made by Dennis Oldham, seconded by Hattie McDonald. Upon question, motion approved.

The next order of business was an update given by George Garden, with BWSC, Inc. for projects their firm was working on for the utility district.

The next order of business was an update given by Jimmy Highers, with Goodwyn, Mills & Cawood, Inc. their firm was working on for the utility district.

The next order of business was the superintendent's . (1) Financial report for December 2012 showed a loss of \$48,243.24. (2) Resolution 2013-1 – Adopting a policy governing all purchases, leases and lease purchase agreement in accordance with **T.C.A. 7-82-801 through 804** was presented. After review and discussion, motion made by Dennis Oldham, seconded by Hattie McDonald to approve and adopt said resolution. Upon question, motion approved. (3) Resolution 2013-2 – Adopting a travel and expense reimbursement policy was presented. After review and discussion, motion made by Hattie McDonald, seconded by Dennis Oldham to approve and adopt said resolution. Upon question, motion approved.

Since there was no further business, the meeting was adjourned upon motion duly made by Dennis Oldham, seconded by Hattie McDonald and approved.

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Secretary