

**June 25, 2014 at 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, June 25, 2014 at 11:30 a.m. at Halltown Road Fellowship Hall, Hartsville, Tennessee.

The following members were present: Hattie McDonald, Phyllis Shoulders and Toby Woodmore.

Others present were: Jerry Helm, George Garden, Jimmy Highers, Steve Law, Tony Crook, Sam Gregory, Rickey Calhoun, Jason Haley, Penny Sutherland, Kirk Smith with TAUD, Mindi Lancaster and Kay Smith.

The meeting was called to order by Chairperson McDonald. Phyllis Shoulders made the motion to approve the minutes as read, seconded by Toby Woodmore, motion passed.

Jimmy Highers informed the committee of bids to be let to finalize the CDBG grant. Those bids will be presented to the committee at the July 2014 regular board meeting. Next, Director Helm reported that the district had installed some of the new meters and it appears that many of the older meters were understating water usage.

The district was only able to secure one install bid for meters in and around the City of Hartsville. Toby Woodmore made the motion to award the contract in the amount of \$54,956 with contingencies to American Utility Contractors, seconded by Phyllis Shoulders. Motion passed. The committee discussed the bid sheet presented and a motion was made by Toby Woodmore and seconded by Phyllis Shoulders to accept those bids on the sheet. Motion passed.

Director Helm discussed several projects associated with the anticipated contract with CCA. The preliminary test of the sewer branch from the pumping station to plant indicated problems with air locks which will be corrected. Also one of the water tanks is not filling and emptying at a rate that is satisfactory and will require further study. George Garden indicated that he continues to work on the Rural Development Grant that will be used to upgrade the sewer plant. The committee agreed that to fully understand the impact of the CCA to the water district that a work session will be held on July 25, 2014, at 5:00 p.m.. The committee will discuss employee compensation issues and the 2014-2015 fiscal year budget at the session.

To be in compliance with State Law concerning industrial sewage, the committee approved a Pre-treatment Application fee of \$450, a yearly inspection fee of \$250 with more frequent inspections of \$150 and the cost of sampling by a vendor selected by the district. Motion made to approve by Toby Woodmore, seconded by Phyllis Shoulders. Motion passed.

With no other business to be transacted the motion was made to adjourn by Hattie McDonald, seconded by Phyllis Shoulders. Motion passed.

---

Secretary