

**January 28, 2015 at 11:30 a.m.**  
**HARTSVILLE-TROUSDALE COUNTY**  
**WATER & SEWER UTILITY DISTRICT**  
**MEETING OF BOARD OF COMMISSIONERS**

**MINUTES**

The meeting of the Hartsville-Trousdale County Water & Sewer Utility District Board of Commissioners was held on Wednesday, January 28, 2015 at 11:30 a.m. at Halltown Road Fellowship Hall, Hartsville, Tennessee.

The following board members were present: Hattie McDonald, Phyllis Shoulders and Toby Woodmore. Others present were: Jerry Helm, George Garden, Jimmy Highers, Carroll Carman, Debbie Jenkins, Laura Malone, Sam Gregory, Steve Law, Jason Haley, Mindi Lancaster and Kay Smith.

The meeting was called to order by Chairperson Hattie McDonald. Phyllis Shoulders made the motion to approve the December 2014 minutes as read, seconded by Toby Woodmore, motion passed.

Financial reports for December 2014 were reviewed. The board discussed the lack of the easiness to read the reports. Motion was made by Commissioner Shoulders to accept the financial reports, seconded by Commissioner Woodmore, motion passed.

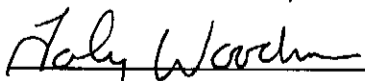
Mayor Carroll Carman discussed with the committee the interim financing for the expansion of water and sewer transmission and treatment necessary to meet CCA contract. The discussion centered on the timing to reduce cost as much as possible. The cost to the county will be \$6,000.00 per million for origination and interest calculated daily. The committee gave Mayor Carman and George Garden the responsibility to determine structure to best meet the needs of the district. Mr. Garden reviewed the latest funding calendar for board members.

Jimmy Highers with Goodwyn Mills & Cawood Engineering, gave an update on the 2013 CDBG. Mr. Highers assured members that new meters that are required for the development would be the same meters approved by the board. The project in the Rolling Acres Park is progressing with Mofield Brothers being in charge of the project.

George Garden with BWSC Engineering asked the board to give Manager Helm the authority to enter into a contract for up to \$10,000 with a firm to bore for geographical problems that might occur during the water and sewage transmission phase of the CCA project. Motion made by Commissioner Woodmore to give Manager Helm authority for said, seconded by Commissioner Shoulders, motion passed.

The salvaging of the old meters was discussed. An Invitation to Bid was placed in the local newspaper for approximately 1,000 brass meters in assorted sizes. Sealed bids were received and opened on January 22, 2015, with only one bid. Meter Works of Tennessee was the sole bidder. Motion made by Commissioner Woodmore, seconded by Commissioner Shoulders to award bid to Meter Works of Tennessee, motion passed. Manager Helm informed the board that the department needed another handheld reader for the short term. Motion by Commissioner Shoulders to lease a unit on a month to month basis, seconded by Commissioner Woodmore, motion passed. A brief discussion was held about the importance of being on top of expenses and revenue and the board expected a better view in the next couple of months.

With no other business, Woodmore made a motion to adjourn second by Shoulders, motion passed.

  
Secretary