

March 30, 2016 at 10:00 a.m.
HARTSVILLE-TROUSDALE COUNTY
WATER & SEWER UTILITY DISTRICT
MEETING OF BOARD OF COMMISSIONERS
MINUTES

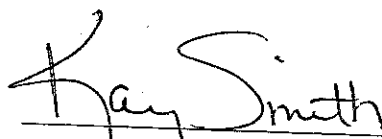
The Hartsville-Trousdale County Water & Sewer Utility District Board of Commissioners was held on Wednesday, March 30, 2016, at 10:00 a.m., at the county administration building, 328 Broadway, Hartsville, Tennessee. The following board members were present: Mayor Carroll Carman, Mark Beeler, Sissie Parker Harper and Craig Moreland. Toby Woodmore was absent. Others present were: Jerry Helm, Larry Cato, Ed Walker, Chris Gregory, Buddy Koonce, Debbie Jenkins, Mindi Lancaster, Penny Sutherland, Laura Malone, Jason Haley, Sam Gregory, Steve Law, John Poole, Betty Lou Taylor, Rickey Calhoun, Tony Crook and Kay Smith.

The meeting was called to order by Chairman Mark Beeler. A quorum was declared.

The following items were discussed and/or acted upon:

- Motion made by Mayor Carman to approve the February 2016 as written. Seconded by Sissie Harper. Upon question, motion was approved.
- The Civil Penalty letter from State of Tennessee, TDEC, Division of Water Resources was discussed. Mayor Carman sent a letter to Ms. Jessica Murphy, Compliance and Enforcement Unit Manager, dated March 18, 2016, with the water department's Corrective Action Plan and a check in the amount of \$3,260 for the civil penalty to comply with the *State of Tennessee, Director's Order and Assessment, Case Number DWS15-0068*.
- The board discussed a Compliance Officer for the water and sewer department. No action was taken, but continue to place on the agenda for future board meetings.
- The On-Call Policy for the department was discussed. No action was taken, but would be included in the adoption of policies and procedures.
- County e-mail addresses are now available for all water department personnel.
- It was noted that the current Water and Sewer website needed to be linked to the county's website.
- A motion was made by Mayor Carman to schedule a work session on April 13, 2016 at 10:00 a.m. to discuss personnel policies; budget and department policies and procedures. Seconded by Sissie Harper. Upon question, motion approved.
- The cost to make water was tabled until the work session (4/13/16)
- Account Analysis/Financial Statement(s) for February 2016 was discussed. Motion was made by Sissie Harper to approve the said financial statements. Seconded by Craig Moreland. Upon question, motion was approved.
- John Poole, CPA for the HTWS Utility District presented the audit for fiscal year beginning July 1, 2014 and ending June 30, 2015. After discussion, motion was made by Sissie Harper to accept said audit. Seconded by Craig Moreland. Upon question, motion approved.
- Personnel Policies, including TCRS pension; accrued leave; medical insurance and other employee benefits were discussed. Several employees asked questions.....no actions was taken by the board, but items would be discussed at the work session on April 13, 2016. Policies and Procedures for the department was also discussed, but was also to be included for discussion at the work session on April 13, 2016.
- Review of the fiscal year budget for 2016-2017 would be discussed at the work session (4/13/16)
- Motion was made by Sissie Harper to postpone the transition of employee benefits until July 1, 2016. Seconded by Craig Moreland. Upon question, motion approved.
- Buddy Koonce, Engineer with Goodwyn, Mills & Cawood updated the board on the block grant(s) progress.
- Ed Walker, Engineer with BWSC presented the board with a written update of all their projects

As there was no further business, motion was made to adjourn.



Kay Smith, Acting Secretary