

WEST CUMBERLAND UTILITY DISTRICT
MINUTES OF CALLED MEETING
October 11, 2019

President Jerry Graham called the meeting of the West Cumberland Utility District Board of Commissioners meeting to order at 10:00 AM. Present were commissioners: Monte Garrett, Wayne Blankenship, Jesse Iles & Ed Anderson. Office Manager Melissa Bryant. Field Manager Jammie Bowman.

Visitors present were Genetta Iles and Susan Bowman.

The purpose of the meeting was to discuss personnel policies.

President Graham gave visitors a chance to speak at this time, there were no comments.

Discussions began at this time with Manager performances, Jerry Graham stated the he felt like there was a disconnect between the board and the managers and that he would like to create a Human Resources Committee to keep managers accountable. Jerry stated that the surplus meter bases were not dismantled and disposed or sold for scrap in a timely manner, road bores for the current project were not counted by Jammie, Eric obtained those numbers. Jerry & Ed stated that the GPS of meters is a top priority and they don't feel like it is being done in a timely manner. Inventory was voted on to be ordered form Ferguson Enterprises, Jammie stated that he had bought some materials from G&C Supply Co., Monte Garrett stated that all materials should be bought from Ferguson, because that is what was voted on by the board. Jerry feels like the zone meter calculations should be kept for water loss control and Jammie feels like it isn't accurate. Jerry asked if Jammie had obtained the permits, he stated yes, Jerry asked if he got them and Jammie stated that Melissa helped him and Jerry asked if he had learned how to do it, Jammie stated that he wasn't computer savvy but that the utility district employees worked together and got it done.

Jerry stated that there was an incident about 2 weeks ago, that there was a water sample not taken on Neverfail Rd when there was a corporation stop that needed to be replaced during the service line replacement project and 2 valves on that road were shut down to replace it, according to state regulations anytime pressure is reduced on a line a sample is to be taken. Wayne asked if a sample was taken and Monte stated that he had spoke with Eric and asked him to go ahead and take the sample so the utility district would be in compliance with state regulations. The sample came back negative.

Monte stated that this is a very serious violation and there is a potential for contamination and that customers can be harmed if the proper procedures are not followed.

Jammie stated that he could see where things were going and that he would step down as Field Manager.

Monte Garrett proposed to make Eric the field foreman and put Jammie as a field worker and make Melissa the Field Coordinator and adjust the pay as follows: Eric \$19.75/hr and half the on-call time, Jammie \$20.00/hr and half the on-call time, and Melissa at a \$2 per hour increase.

MOTION: 10/11/19-01 Ed Anderson moved, seconded by Jesse Iles to create a Human Resources committee to work on employee policies and to place Monte Garrett and Wayne Blankenship on the committee. Melissa is to contact Don Scholes and get a resolution to create the committee. All voted aye. Motion carried.



ESA



JLG



JWB

MOTION: 10/11/19-02 Wayne Blankenship moved seconded by Jesse Iles to keep the employees the same and document a verbal warning in Jammie Bowman's file. And to raise Eric's pay by \$1 per hour once he obtains his CDL license and move him from Field worker II to Field worker I Wayne, Jesse and Ed voted aye. Monte Garrett and Jerry Graham voted nay. Motion carried.

A motion was made by Ed Anderson to reduce Jammies pay by \$2 and give it to Melissa to be the Certified Operator for the utility district and then he withdrew his motion.

MOTION: 10/11/19-03 Jesse Iles moved, seconded by Wayne Blankenship to adjourn the meeting. All voted aye. Motion carried. Ed had left the meeting at this time.

President Graham adjourned the meeting at 12:57 pm.

The minutes above are approved by the following to be the official records of the West Cumberland Utility District Board of Commissioners meeting:

10-15-19
Date approved

Jerry L. Graham
JERRY GRAHAM, president

Ed Anderson
ED ANDERSON, vice-president

Melina L Bryant
MELISSA BRYANT, office manager

Wayne Blankenship
WAYNE BLANKENSHIP, secretary/treasurer