

WEST CUMBERLAND UTILITY DISTRICT
MINUTES OF BOARD MEETING
January 21, 2020

1. President Monte Garrett called the meeting of the West Cumberland Utility District Board of Commissioners meeting to order at 6:00 PM. Present were commissioners: Jesse Iles, Ed Anderson Jerry Graham and Wayne Blankenship. Staff present: Field Worker Eric Thompson and Office Manager Melissa Bryant.
2. Visitors present were Darrell Moore, Josh Stone with Water Leak Relief, Genetta Iles and Reni Riden.
3. There were no customer concerns.
4. **MOTION: 1/21/20-02** Jerry Graham moved, seconded by Ed Anderson to approve the Minutes of December 17, 2019 Board Meeting. All voted aye. Motion carried.
5. **MOTION: 1/21/20-03** Ed Anderson moved, seconded by Wayne Blankenship to approve all financial statements for December. All voted Aye. Motion carried.
- 6a. The Field Operation report was reviewed. A copy of this report is attached. All samples were negative. There was 1 new water tap installed. There were 13 disconnects; 6 were not reconnected.
- 6b. The water loss of 31.76% was reported for December. A copy of this report is attached.
- 6c. There was 2 leaks between November 15, 2019 to December 16, 2019.

Other Business:

- 7a. Josh Stone with Water Leak Relief presented the board with a proposal for leak and line insurance for customers to replace the current plan we have now with ServLine. **MOTION: 1/21/20-01** Wayne Blankenship moved, seconded by Ed Anderson to approve the plan presented, which includes the following:
Residential fee is \$1.74 plus a .26 administrative fee for a total of \$2.00
Commercial – Single Occupancy fee is \$4.02 plus .28 administrative fee for a total of \$4.30
Commercial – Multiple Occupancy fee is \$7.99 plus a .26 administrative fee for a total of \$8.25
Line Relief: Residential fee is \$4.35 plus a .60 administrative fee for a total of \$4.95
Commercial – Single Occupancy fee is \$13.45 with no administrative fee
Commercial – Multiple Occupancy fee is \$26.95 with no administrative fee
This is a 2 year contract to begin on April 1, 2020 and end on March 31, 2022.
All voted aye. Motion carried.

The truck that was discussed to purchase at the last meeting was brought back up, because the truck ordered was priced \$1,028 higher than what was approved. **MOTION: 1/21/20-04** Ed Anderson moved to rescind motion 12/17/19-06 seconded by Jerry Graham. All voted aye. Motion carried. **MOTION: 1/21/20-05** Ed Anderson moved, seconded by Wayne Blankenship to purchase a ¾ ton truck from Wilson Co. Chevrolet for the price of \$37,031.64. All voted aye. Motion carried.

- 7b. The service line project was discussed and they have replaced 377 services and are working on Mayland Rd. It was brought up that the contractor needs to put signs up. Eric said he would tell them.


ESA


MHG


JWB

Jammie Bowman turned in his resignation. The board discussed what to do in an emergency situation if Eric needs help. Retaining a contractor was discussed and Monte Garrett stated that he spoke with the Crossville City Manager about contacting them in an emergency and he asked that the board sign a paper stating they would reimburse the City if WCUD had to call them. All agreed and signed.

MOTION: 1/21/20-06 Ed Anderson moved, seconded by Wayne Blankenship to hire a full-time field employee at \$14 per hour and increase to \$15 per hour plus benefits after 90 days. All voted aye. Motion carried.

7c. Bell Road was discussed and it was agreed that a called meeting would need to be scheduled. Monte Garrett asked Eric to present the board with a map of the area.

Employee job descriptions and positions were discussed. **MOTION: 1/21/20-07** Ed Anderson moved, seconded by Jerry Graham to place Melissa Bryant in the position of General Manager at the salary of \$55,000 per year effective immediately. Jesse voted nay. The rest voted aye. Motion carried.

MOTION: 1/21/20-08 Ed Anderson moved, seconded by Jerry Graham to place Eric Thompson in the position of field foreman and increase his pay by \$1 per hour and when he obtains his CDL license increase it by \$1 per hour for a total of \$2 per hour. All voted aye. Motion carried.

Commissioner Election is coming up on March 17, 2020 and questionnaires were turned by Linda Moore, Jesse Iles, Ed Pugh and Paul Royko. **MOTION: 1/21/20-09** Wayne Blankenship moved, seconded by Jesse Iles to place all names listed on the ballot for the election. All voted aye. Motion carried.

MOTION: 1/21/20-10 Jesse Iles moved, seconded by Wayne Blankenship to hold a called meeting on February 6, 2020 at 5:30 pm to discuss employee policies and job descriptions as well as the Bell Rd project. All voted aye. Motion carried.

9. Adjournment.

MOTION: 1/21/20-11 Ed Anderson moved, seconded by Jesse Iles that the meeting be adjourned. All voted Aye. Motion was carried.

President Garrett adjourned the meeting at 8:50 pm.

The next Board Meeting will be held on February 18, 2020 at 6 PM.

All correspondence and documentation mentioned in the minutes are attached records of the minutes.

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

2/18/2020
Date approved


MONTE GARRETT, president


ED ANDERSON, vice-president

Melissa Bryant
MELISSA BRYANT, office manager

Wayne Blankenship
WAYNE BLANKENSHIP, secretary/treasurer