

WEST CUMBERLAND UTILITY DISTRICT  
MINUTES OF BOARD MEETING  
August 18, 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: Ed Anderson, Jesse Iles, Ed Pugh and Wayne Blankenship. Staff present: Field Supervisor Clayton Tanner, Field Worker Ronnie Kennedy. General Manager Melissa Bryant.

2. There were no visitors.

3. There were no customer comments

4. **MOTION: 8/18/20-01** Ed Anderson moved, seconded by Wayne Blankenship to approve the Minutes of July 21, 2020 Board Meeting. All voted aye. Motion carried.

5. **MOTION: 8/18/20-02** Ed Anderson moved, seconded by Wayne Blankenship to approve the financial statement for July. All voted Aye. Motion carried. Melissa reported to the board that the liability insurance will be renewed at a yearly cost of \$12,691.00 for 3 years.

6a. The Field Operation report was reviewed. A copy of this report is attached. All samples were negative. There were 4 new water taps installed. There was 13 disconnected; 3 have not been reconnected.

6b. The water loss of 15.68% was reported for July. A copy of this report is attached.

6c. There were 2 leaks between June 16, 2020 to July 15, 2020. Emergency operation reports are attached.

Other Business:

7a. The service line replacement project was discussed and 778 services have been replaced.

7b. Melissa reported that she had contacted Patten appraisal to do an appraisal on the property for the Cowpen tank and they said it would be another week before it is done.

7c. Melissa presented the board with a quote to put in a drive-thru for \$20,562.00 from Jeff Cox Construction.

**MOTION: 08/18/20-03** Wayne Blankenship moved, seconded by Ed Anderson to accept the quote and proceed with the installation of a drive-thru. Jesse Iles abstained. The rest voted aye. Motion carried.

Melissa handed out information to the commissioner on free on-line training for the commissioners through the state of Tennessee.

Wayne Blankenship spoke with the Town of Pleasant Hill recently and they asked when the service lines might be replaced on Canyon View and Cottage Street and Mayland Road. They will be paving these roads soon. Monte Garrett called Rob Kimbro with Ironwood Construction and he stated they could be done with them by August 31<sup>st</sup>.

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MHG

*JWB*  
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JWB

Clayton reported that Bell Road project should be done tomorrow August 19, 2020. The board discussed replacing another section of Bell Rd. **MOTION: 8/18/20-04** Ed Anderson moved, seconded by Wayne Blankenship that Melissa and Clayton look into this and bring a recommendation to the board at the next meeting. All voted aye. Motion carried.

Mayland Rd and Cottage Street were also discussed to replace 1100 feet from the beginning of Mayland Road to the end of Cottage Street as it is AC pipe and could potentially be a problem in the future. The board also asked for a recommendation on these roads to be presented at the next meeting.

President Monte Garrett asked that the purchasing policy be revised to state that the General Manager be allowed to spend up to \$5,000.00. **MOTION: 8/18/20-05** Wayne Blankenship moved, seconded by Ed Anderson to adjust and increase the purchasing policy to allow the General Manager to make purchases up to \$5,000 with out board approval. All voted aye. Motion carried.

8. Adjournment.

**MOTION:8/18/20-06** Ed Anderson moved, seconded by Jesse Iles that the meeting be adjourned. All voted aye. Motion was carried.

President Garrett adjourned the meeting at 7:32 pm.

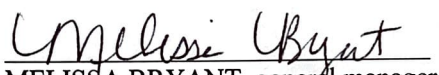
The next Board Meeting will be held on September 15, 2020 at 6 PM.  
All correspondence and documentation mentioned in the minutes are attached records of the minutes.

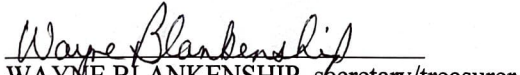
The minutes above are approved by the following to be the official records of the West Cumberland Utility District Board of Commissioners meeting:

9-15-2020  
Date approved

  
MONTE GARRETT, president

ED ANDERSON, vice-president

  
MELISSA BRYANT, general manager

  
WAYNE BLANKENSHIP, secretary/treasurer