

WEST MADISON UTILITY DISTRICT BOARD OF
COMMISSIONERS REGULAR MEETING
December 10, 2019

BE IT REMEMBERED that the regular meeting of the Board of Commissioners of the West Madison Utility District was duly convened, held and conducted on December 10, 2019, in the Kearney Park Community Center at 443 Livingston Vernon Road, Flora MS, as follows to wit:

The President of the Board, Larry Bennett, presided and called the meeting to order.

The following members were present:

Commissioner Larry Bennett

Commissioner Letitia Reeves

Commissioner Scott Colson

Commissioner Evelyn Brown

Commissioner Valencia Buggs

The Board President announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Commissioner Brown opened the meeting with a prayer.

RE: Approval of the December 10, 2019 Agenda

Commissioner Colson motioned and Commissioner Brown second to approve the Agenda for the West Madison Utility District. The vote on the matter being as follows:

Commissioner Scott Colson Aye

Commissioner Larry Bennett Aye

Commissioner Letitia Reeves Aye

Commissioner Evelyn Brown Aye

Commissioner Valencia Buggs Aye

The matter carried unanimously and the Agenda for the December 10, 2019, meeting is hereby approved

RE: Approval of Agenda Consent Items:

Commissioner Brown motioned to approve the Consent Agenda, Commissioner Buggs second the motion. The Consent Items are listed as follows:

4. Acknowledgement and Acceptance of EOM RVS Report for November, 2019

5. Acknowledgement and Acceptance of the October 31, 2019 Financial Reports

6. Acceptance of the November 12, 2019 Minutes

7. Ratification of the payment of the third and fourth quarter tax penalties to the IRS as follows:

2015, third quarter - \$2,005.23 and 2005, fourth quarter - \$2,252.20

The vote on the matter being as follows:

Commissioner Scott Colson Aye

Commissioner Larry Bennett Aye

Commissioner Letitia Reeves Aye

Commissioner Evelyn Brown Aye

Commissioner Valencia Buggs Aye

RE: Customer's Concerns and Issues

None to report

RE: Engineer's Report

The Engineer, Morgan Sims explained that there was another delay in the contract bid. The issue with SRF is since the programs are being funded partial by Federal dollars there are certain federal requirements that must be met. The Bacon Davis Act requires contractors to solicit bids from women and minority own businesses. It doesn't mean they must be used. However, a good faith effort must be made toward employing these businesses. The best case scenario is that an experienced contractor can do this within a few days. Unfortunately, Steven TPS and J. Beard were not familiar with this process. Therefore, it was a bit of a daunting process in getting the paperwork together. Those issues have been addressed for both companies and the paperwork was submitted. With both companies having submitted the paperwork it is anticipated that SRF approval will soon be forthcoming. Steven TPS is getting their

insurance requirements, their bonds and agreements signed. Once all of that is completed Commissioner Bennett will meet with Morgan Sims so that Commissioner Bennett can execute the contract documents. Commissioner Reeves made a motion to give approval for Commissioner Bennett to execute the revised contract based on the last figures of our November 2019, meeting. This will be with the understanding that cost will not increase. The motion also stipulated Commissioner Bennett is not being giving authority to incur anymore expense on behalf of the district. Commissioner Colson second the motion.

The vote on the matter being as follows:

Commissioner Scott Colson Aye
Commissioner Larry Bennett Aye
Commissioner Letitia Reeves Aye
Commissioner Evelyn Brown Aye
Commissioner Valencia Buggs Aye

The next step would be to have a pre-construction conference with the Board members, KT Newman, the project manager, Coleen from SRF, Engineering sub-contractors and Morgan Sims. The following outline was reiterate by Commissioner Bennett: (1) pending paper work must be approved by SRF; (2) once approved then contacts will be given to Commissioner Bennett for signing (3) next step will be to set up a pre-construction conference; and (4) Coleen will have to issue a notice to proceed. Sims stated that the notice to proceed can be done at the pre-construction meeting. Commissioner Bennett asked how long will the above outline take. Mr. Sims said all should be completed by the end-of-of-the year.

Commissioner Colson expressed concerns about WMUD being double billed. If Engineering Services is hiring a sub-contractor why should WMUD have to pay the sub-contractor fee? Generally, when a contractor is hired and that contractor hires a sub-contractor to do the work it is paid by the contractor not the client. Mr. Sims explained that SRF required that the bill be paid by the client.

Commissioner Bennett questioned Mr. Sims regarding a bill statement from other entities. One of these were from C-Spire. Once the repair work is completed on the Water Tower, C-Spire has requested permission to put up antennas. WMUD agreed with the understanding that no cost would be incurred by WMUD. Commissioner Bennett has stated in several meetings that we will not pay any of the engineering for those antennas going up. Mr. Sims said whenever time is charged to WMUD whether it is SRF project or other general charges it is put under one heading and that there should be no actual charges made for C-Spire. Commissioner Bennett went on to say that a bill on December 3, had 5 line items and that line item #4 was a charge from C-Spire. Although it was not a huge amount the point being WMUD will not pay for anything related to C-Spire installing the antennas. Mr. Sims said he was under the impression that Engineering Services would get C-Spire bill then have it charged under the SRF account and WMUD would charge C-Spire under their contract. It was made clear that no contract had been established with C-Spire. Commissioner Bennett suggested that the next time C-Spire contact them they should let C-Spire know a contract must be given to Engineering Services before they can do anymore business with them.

Commissioner Bennett stated the next question was regarding Smoke testing. It is to his understanding that any type of remediation we have on storm water retention or storm water drainage that we have going into our sewage system that needs to be paid by the county. Mr. Sims said yes that half-an-hour testing should have been billed to someone else.

Commissioner Colson also expressed his displeasure with line items stating "additional services". Exactly what is additional services? The charge is \$1440 and there is no clear understanding what it is for. As the treasurer for WMUD he will not pay for charges that are not clear. Mr. Sims said he would go back and research the charge.

RE: OPERATORS'S REPORT

1. There are no new compliance issues to report with either the water or wastewater systems. All water samples submitted in the month of November passed the bacteriological standards as established by the Health Department.

2. The water line installation for Garrett Hathcock has been completed. However he still must pay for the connection fees so he can get a meter. The total cost for connection fee is \$600.00 (\$500.00 for tap and \$100.00non-refundable activation fee).

3. The new gate at the lagoon should be installed prior to the end of the year.

4. Utility Contractors are continuing to identify and repair manholes that do not have adequate lids.

5. Currently there are 4 customers on payment plans. The following outline shows the balances owed.

Sharon Ross \$299.00

Will Wilson \$471.84

Artesian Brown \$125.80

Wayne Oettinger \$2,660.95

Basically the payment plan is working out. Unfortunately, something happened to Mr. Oettinger's bill for November. His water bill was for \$1,000.00 which has caused him to go back in the hole. Ms. Oettinger came in to pay the bill and never said anything about the charges, therefore we can only assume she knew what was wrong. The payment plan bill that she was paying on was from 2018. We usually have customers pay off in a year's time. Commissioner Bennett suggested that we send Ms. Oettinger a letter stating that the back bill must be paid off over the next twelve months plus any current charges must also be paid. Commissioner Colson made the motion and Commissioner Buggs second.

The vote on the matter being as follows:

Commissioner Scott Colson Aye

Commissioner Larry Bennett Aye

Commissioner Letitia Reeves Aye

Commissioner Evelyn Brown Aye

Commissioner Valencia Buggs Aye

6. Please see attached Purchase Order Report

Commissioner Bennett said at the Board last meeting we talked about all of the interconnection with the storm water, and has anyone contacted the county. Commissioner Reeves said she spoke with Karl Banks this morning and invited him to come to the January meeting. She told him about the changes that have been made and other things that WMUD has accomplished. She also gave him a copy of Morgan's email showing about the water issues.. Commissioner Bennett said we need to make Mr. Banks a list of line items instead of just word of mouth.

OLD BUSINESS

NEW BUSINESS

Commissioner Bennett stated that if there was nothing further to discuss, a motion to adjourn could be made. Commissioner Colson motioned and Commissioner Brown second to adjourn meeting. All voted in favor of adjourning the meeting.