

WEST MADISON UTILITY DISTRICT BOARD OF  
COMMISSIONERS REGULAR MEETING  
May 12, 2020

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 May 12, 2020, 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	Absent
Commissioner Letitia Reeves	Commissioner Valencia Buggs
Commissioner Evelyn Brown	
Commissioner Scott Colson	

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. Commissioner Bennett reminded attendees to hold comments until after the meeting.

RE: Approval of the May 12, 2020 Agenda

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

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

The matter carried unanimously and the Agenda for the May 12, 2020 meeting is hereby approved

RE: Consent Items

Commissioner Larry Bennett asked for a motion to approve the following consent agenda items:

4. Acknowledgement and Acceptance of EOM RVS Report for February, March and April, 2020
5. Acknowledgement and Acceptance of the January 31, 2020, February 29, 2020, and March 31, 2020. Financial Reports
6. Acceptance and Approval of the February 12, 2020 Minutes. NOTE: There were no meetings in March or April, 2020.
7. Acknowledgment of receipt of May 7, 2020 Operator's Report for March and April, 2020.
8. Ratification of Board supporting the expenditure of \$7,000.00 to Utility Contractors for the lowest quote for the installation of a new valve at the water tower per the two quotes received.
9. Ratification of Board action to pay \$28,737.50 for the first invoice from vendor, Stephens TPS, regarding the water tank rehabilitation out of general fund as MAJIC Account was not set up at this time.
10. Ratification of Board action to install the missing fence and put 3 strands of wire on top of the fence at the elevated water water tank site per Health Department guidelines.
11. Acknowledgement of set up of the Paymode and MAJIC accounts for WMUD to pay vendors.
12. Acknowledgement of receipt of invoice and Ratification of action by the Board to pay \$104,804.00 to vendor, Stephens, TPS using MAJIC Account for SRF Fund Payments.
13. Acknowledgement of receipt of invoice and Ratification of action by the Board to pay the third and final invoice to vendor, Stephens, TPS in the amount of \$23,308.50 using MAJIC Account for SRF Fund Payments after all minor repair items have been completed and the Department of Health has signed off on completion of all requirements.
14. Acknowledgement that the portion of Lep Childress Road extending south from Livingston Vernon Road has been named Hank's Trail, but it is a public road for approximately 300 feet to where an existing gate crosses the road. Board of Supervisors approved making it public for that portion of the road.

15. Acknowledgement that all tax issues for the years 2010 and 2015 should now be satisfied and paid in full by WMUD per accountant.
16. Ratification of Notice to Proceed to Jay Bearden Construction to begin replacing the galvanized water lines beginning June 1, 2020.
17. Approval to execute Contract with C-Spire regarding their antenna placed on the elevated water tank per agreed terms.

\*\*\*END OF CONSENT AGENDA\*\*\*

Commissioner Colson motioned and Commissioner Brown second to approve the consent items. The vote on the matter being as follows:

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

RE: Customer's Concerns and Issues  
 None to report

RE: ENGINEER'S REPORT

Morgan Sims stated the water tank was over 95% completed. There are a few minor repairs that need to be completed on the tank. Mr. Sims suggested withholding the third and final payment until the few minor repairs are finished. Although there shouldn't be any issues occurring, he just wants WMUD to not have to back-track on any services that should have been done. Commissioner Reeves made the motion that item #13 on the consent agenda would need to be amended to say the \$23,308.50 will be paid upon final clearance from State Department of Health; Commissioner Brown second and the vote on the matter was unanimously approved.

Once the State Health Department has done the final inspection and signed off on approval of the tank, Mr. Sims will draft a letter to the bank and the State Department of Health will remove WMUD's Certificate of Deficiency issue. A Certificate of Substantial Completion will be given and the tank will be put back in service. The next step will be for WMUD to send a release of any liens and consent of their acceptance of the work.

Mr. Sims reminded the Board that there is a one year warranty on the repair service done on the water tank.

As of June 1st, the second work phase of the project will begin. J. Beardon will have a superintendent meet with KT and Morgan to go over the project game plan. Commissioner Colson asked that someone from the Board be present at the meeting regarding replacing the water pipes in the Magnolia Heights subdivision. Mr. Sims said he would send out an invitation to the Board members. However, Commissioner Reeves explained that only two members could attend because three Board members would constitute a Board meeting, so it was agreed that Commissioners Colson and Bennett would try to attend.

Mr. Sims presented the executed contract for Phase 2 and a notice that must be posted on the front door of the WMUD office notifying customers of the upcoming work in the area. It was discussed about other measures of notifications that could be given to area residents. KT Newman said his office would send out a letter to each customer to make them aware of the work to be done and the possible traffic and water interruptions that may occur throughout the oncoming weeks. Along with the letters, notification would be on WMUD website. Commissioner Bennett said he would like to have signs that state what is being done to the water lines. KT will have signs made and posted in strategic areas so customers would be enlightened about the upcoming progress/project to make the community better.

RE: OPERATOR'S REPORT

1. Currently there are no compliance issues to report with either the State Health Department or MDEQ.

2. Water samples submitted in April passed bacteriological standards as established by the Health Department.
3. As reported by Morgan Sims the work on the water tower is substantially complete. The tank is on line and the new valve/hydrant has been installed and is currently in operation. The security fence surrounding the tank is now under construction and will be finished soon.
4. The preconstruction conference for the distribution improvements has taken place and the notice to proceed is tentatively set for June, 1, 2020.
5. The "DO NOT DISCONNECT ORDER" has been extended until May 26, and will not be extended beyond this date. Customers will be subject to water being turned off as of May 27, 2020, pending Board's approval. The Board members decided that a letter must be sent out as soon as possible notifying customers that as of May 27, their water may be turned off if they have not paid the bill or if arrangements have not been made to pay on the installment plan.
6. 204 Pine Street- there was no active water service at this residence. However, someone moved in, cut the curb stop and installed a meter that did not belong to WMUD. The meter was removed and a new curb stop was installed and locked. This has happened twice. As this is a rental property, the Board suggested contacting the person who owns the property and let them know if this should happen again, the proper authority will be notified because this is against the law.
7. Although we haven't used the jetter outside of WMUD lately, we have logged 41 jetter calls (84 hours total) since it was purchased. This has saved WMUD \$14,700 so far.
8. The Mission Control Scada system has been installed and is online. There are a few bugs to be worked out, but the system is working well.
9. Both wells are operating normally with no issues to report.
10. The lift stations are also operating normally. The Woodlands Station has only one operable pump at this time. Commissioner Bennett expressed his concerns about having only one working pump at the lift station by The Woodlands and asked what would occur if it went out. This was discussed by the Board and Commissioner Reeves stated that Lawrence Morris had been recently hired by the Board of Supervisors and is handling storm drain issues. The Board asked K.T. to contact Karl Banks and/or Lawrence Morris regarding the installation of a culvert to be able to access the life station and install two new, larger pumps because the lift station area is washing badly due to erosion and heavy rains will make the erosion worse and overwhelm the pump station.
11. The bypass pump is operating normally. We have ordered new suction hoses and flapper valves.

There were two attachments KT presented, one was a list of customers with past due accounts reflecting the amounts they owed and a letter that Rural Water suggests sending to the customers.

KT said even though the office is open but no customers have been allowed to come into the building. He asked when should the customers be allowed back into the office. It was agreed that customers can start coming back in when the Governor has lifted his order regarding shelter in place and size of allowable congregations.

#### EXECUTIVE SESSION

Commissioner Bennett asked if there was a motion for Executive Session to discuss litigation matters. Commissioner Reeves motioned to go into Executive Session and the motion was seconded by Commissioner Colson.

End of Executive Session and return to Open Session.

RE: OLD BUSINESS

None.

NEW BUSINESS

None.

As there were no old business nor new business items, Commissioner Bennett stated that if there were no other questions a motion to adjourn should be made. Commissioner Colson motioned to adjourn and Commissioner Brown second. All Board members voted "aye" and the meeting was adjourned.