

WEST MADISON UTILITY DISTRICT BOARD OF COMMISSIONERS MEETING
June 15, 2017

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 June 15, 2017, 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 people were present:

Commissioner Louvella Lawson	K. T. Newman
Commissioner Evelyn Brown	Attorney Jim Herring
Commissioner Larry Bennett	Rachel Brown

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.

In re: Approval of the June 15, 2017 Agenda:

Commissioner Colson motioned and Commissioner Lawson seconded, to approve the Agenda for the June 15, 2017 meeting of the Board of Commissioners of the West Madison Utility District. The vote on the matter being as follows:

Commissioner Scott Colson	Aye
Commissioner Louvella Lawson	Aye
Commissioner Evelyn Brown	Aye
Commissioner Larry Bennett	Aye

The matter carried unanimously and the Agenda for the June 15, 2017 meeting is hereby approved.

Re: Approval of June 15, 2017 Minutes Commissioner Lawson motioned and Commissioner Colson second to approve the Minutes for June 15, 2017 meeting. The vote on the matter being as follows:

Commissioner Scott Colson	Aye
Commissioner Louvella Lawson	Aye
Commissioner Evelyn Brown	Aye
Commissioner Larry Bennett	Aye

The matter carried unanimously and the Minutes for May 9, 2017 is hereby approved.

Re: Operator's Report

The following items were discussed and/or voted on to resolve or clarify issues.

Commissioner Reeves joined the meeting.

Item #4, regarding Mr. Jones at 310 Pecan Street. KT was seeking approval to dig up pipe and see what was causing the issue at the "Y" connection and to possibly find a solution to fix the continuous blockage.

Comm. Brown motioned and Comm. Lawson seconded for Utility Contractors to work on the problem. The vote on the matter being as follows:

Commissioner Louvella Lawson	Aye
Commissioner Evelyn Brown	Aye
Commissioner Larry Bennett	Aye

The matter carried unanimously.

Commissioner Colson joined the meeting.

In re: fire hydrant damage by Thomas Thompson on Norris Street
it was agreed by Board Commissioners that he should be billed for the repairs. Once the repairs have been made KT would send WMUD the billing information and WMUD would notify Mr. Thompson of the cost. Comm. Colson motioned and Comm. Brown second to move forward on repairs and billing.
The vote on the matter being as follows:

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

The matter carried unanimously.

In re: Meter installed at the Kearney Park fire station. KT wanted to know if a new account needed to be added and should they be billed? The Board Commissioners agreed that they should be billed. President asked for a motion to approve; Comm. Brown motioned and Comm. Lawson seconded that the fire department start receiving bills for water usage. The vote on the matter carried unanimously.

In re: Hydrant in front of the fire department/WMUD office. The fire department requested that the fire hydrant directly in front of the WMUD office be replaced or repaired. The fire department broke the operating stem on the hydrant. It would cost about \$900.00 to repair the broken stem. Comm. Brown suggested that the stem be repaired and the KPFD be billed for the replacement of the stem. President Bennett asked for the motion and Comm. Brown motioned and Comm. Colson seconded that the KPFD be sent a bill for stem repair. The vote on the matter carried unanimously.

In re: Generator. Madison County removed the generator that was located at the well. KT suggested that the Board of Commissioner's contact the Board of Supervisors and ask if the generator may be kept at the well for practical purposes. Comm. Colson said he would contact David Bishop to see if about keeping the generator. KT also asked if the Board would consider installing a manual transfer switch at the well. KT would get quotes on the cost of the transfer switch and present it at the next board meeting. Board members would give approval at the next meeting for installation. No motion was needed at this time.

Board of Commissioners went into the Executive Session to discuss issues related to personnel.
Commissioner Lawson left the meeting during Executive Session

RETURN TO SCHEDULED BOARD MEETING

President Bennett stated that if there are no objections the Executive Session was ended, and the Commissioners would now enter into the regular session. Commissioner Reeves made the motion that WMUD eliminate the full time office manager position for cost savings reasons, and that WMUD employ

Utility Contractors, LLC (K.T. Newman's company) to provide the services for WMUD for a monthly fee of \$1,500.00, which would include the monthly billing as well as checking the post office box mail and the mail in the WMUD office. Commissioner Colson seconded the motion. The vote on the matter was as follows:

Commissioner Letitia Reeves	Aye
Commissioner Scott Colson	Aye
Commissioner Larry Bennett	Aye
Commissioner Evelyn Brown	No

The Board agreed that Commissioner Colson and K. T. Newman would need to work out all the particulars regarding posting payments to the billing program and making deposits. The Board attorney, Jim Herring, asked if this was going to be done on a six month pilot program or not. Comm. Colson said "no, we are talking about doing it and if it doesn't work out then we would fire him." Commissioner Reeves said, we need to have it on a six month trial basis. President Bennett agreed that an evaluation should be done after six months. Comm.Colson agreed any employee should be evaluated after a six month period, but KT wants to know that once he commits his time to getting this thing going then he will have it. It was agreed that this would be the new system of billing, etc.

Re: Community Center

Commissioner Reeves asked the Board's opinion regarding having the lady she had spoken with take over running the Community Center and keeping the booking calendar and collecting the fees, etc., regarding the Community Center at a cost of \$100.00 per month, which will include one cleaning of the center per month. Comm. Brown asked what was the person's name, and Commissioner Reeves stated that the person is Dorothy Bennett who was a volunteer at the Senior Citizen's program so she was at the Community Center almost every morning during the week. Commissioner Scott Colson stated that he thought that was a good idea, and Commissioner Larry Bennett agreed.

Re: Severance Pay

President Bennett said WMUD needed to make a decision regarding the severance package for Rachel Brown. After a back and forth discussion, Commissioner Colson made the motion to grant Rachel Brown two weeks pay, and pay her for her unused sick leave, vacation, and remaining holidays in the 2017 year. Commissioner Reeves seconded the motion with the vote on the matter as being as follows:

Commissioner Letitia Reeves	Aye
Commissioner Scott Colson	Aye
Commissioner Larry Bennett	Aye
Commissioner Evelyn Brown	No
Commissioner Louvella Lawson	(did not vote she had left the meeting)

President Bennett agreed to notify Rachel Brown about the Board's decision after the meeting was adjourned.

Consent items, as follows:

5. Acceptance and acknowledgement of 2017 DEQ Inspection Report and May 1, 2017 response letter from R. Allen Scott.
6. Acceptance of May, 2017 Annual Drinking Water Quality Report and acknowledgment that the report is now posted at a cost of \$100.00 per year on the MS Rural Water Association's website. The monthly bills for June, 2017 must state that the 2016 CCR is available for review at:
<http://msrwa.org/2016ccr/WestMadison.pdf>
7. Acceptance of May, 2017 financial report.

8. Acceptance of April, 2017 financial report.
9. Acceptance of end of the month RVS reports for May, 2017.
10. Acceptance of 2017 Health Department Report and May 1, 2017 response letter from R. Allen Scott. The vote on the matter was unanimous with the four commissioners voting "Aye."

Re: Emails/Correspondence

Comm. Brown stated that she was very dismayed on a recent email that had been sent to her. The email stated how the last meeting minutes was a "mess". Comm. Brown reiterated that she doesn't mind the corrections that other members may need to make to the minutes because there will be times the grammar may not be correct or the punctuation and spelling is incorrect, however, there is no need to purposely embarrass or humiliate someone with hurtful negative comments. She stated that instead she would prefer a personal call or personal email. Comm. Bennett said that was a reasonable request.

OLD BUSINESS

Simmons Memorial Baptist Church's payment was discussed as Commissioner Brown stated that it had not been paid. Commissioner Reeves asked if they had been sent a bill. No one acknowledged that a bill had been sent. K.T. stated that an additional assessment could be added to the monthly billing so he could add the \$25.00 additional fee on the end of the month water/sewer bills until the full balance was paid.

K.T. Newman informed the Board that he had spoken with Marilyn Martin and she was agreeable to letting him locate her water/sewer lines and installing meters, but that he was going to wait until after Entergy finished its work cutting trees in the area before he began that job.

NEW BUSINESS

Discussion ensued as to the issue of water on the floor in the office and the Community Center portion of the building. It was decided that during heavy rains, the water pools near the Community Center side of the building and runs underneath the wall into the WMUD office. Commissioner Colson and Commissioner Bennett stated that they would look at the problem and see if they could find a solution.

President Bennett asked for a motion to adjourn the meeting. Comm. Colson motioned that the meeting be adjourned, Comm. Brown seconded the motion with all voting "aye."