

**WEST MADISON UTILITY DISTRICT BOARD OF
COMMISSIONERS REGULAR MEETING
September 11, 2018**

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 September 11, 2018, 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 Evelyn Brown
Commissioner Letitia Reeves
Commissioner Scott Colson
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 September 11, 2018 Agenda:

Commissioner Colson motioned and Commissioner Brown second, to approve the Agenda for the September 11, 2018 meeting for the Board of Commissioners of 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 September 11, 2018 meeting is hereby approved.

RE: Approval of Agenda Consent Items:

Commissioner Colson made the motion to approve consent agenda items and Commissioner Brown second the motion. All Commissioners voted "Aye" and the consent items listed as follows were approved:

3. Acknowledgement and Acceptance of EOM RVS Report for August, 2018
4. Acceptance of the August 14, 2018 Minutes
5. Acknowledgement and Acceptance of July 31, 2018 Financials
6. Ratification of approval for CPA to reconcile the banking/tax information regarding reconciliation of IRS, MDES and SSI information reported to those entities in 2015 and to issue corrected W-2's
7. Ratification and confirmation that at the February 13, 2018 Board meeting, M&G Enterprises, Inc., d/b/a Engineering Service, presented an Engineering Agreement to the West Madison Utility District and West Madison Utility District agreed to enter into the contract with Engineering Service for the engineering and design work on the 2018 System Improvements Project.
8. Ratification and adoption of the Mississippi State Department of Health (MSDH) Resolution Form stating: "Resolution authorizing the President to execute those documents and agreements required in connection with the application for the Drinking Water Systems Improvement Revolving Loan Fund (DWSIRLF) Program through the local governments and Rural Water Systems Improvements Board and naming Engineering Service as the authorized representative for the West Madison Utility District."
9. Ratification and Approval for CPA to reconcile the banking/tax information regarding reconciliation of IRS, MDES and SSI information reported to those entities in 2010, and to issue W-2's and W-3 (none ever filed per the IRS).
10. Ratification and Approval of Sept. 7, 2018 Response to the Better Business Bureau complaint.

RE: ENGINEER'S REPORT:

Mr. Sims from Engineering Services reported that all the paper work had been completed and submitted for the WMUD's grant and a decision should be made in about eight weeks. There were no questions or comments made by the Board of Commissioners.

RE: OPERATOR'S REPORT:

Both water samples collected in August were free of bacteriological contamination. The fire extinguisher for the community center has been inspected, but it will need new hoses next year and a new one has been placed in the office. Cost for the new fire extinguisher was \$82.08.

A new refrigerator has been purchased for the Community Center. It was not in stock but will be delivered on Friday, September 14. The purchase price was \$529.00.

The blower motor for the diffused aeration unit at the Lagoon is no longer operable. It was more than likely damaged by lightning as all of the fuses were blown. A replacement blower costs \$1,350.00 from C & H Systems. C & H Systems is the company that installed the unit.

Motion was made by Commissioner Colson to replace the diffused aeration and second by Commissioner Reeves. The vote on the matter carried unanimously by all Commissioners present.

Bruce Thompson, acct# 813 will receive a water tap for 125 Ellis Road. This will resolve the issue with Bruce and Marilyn Thompson that was submitted to the Better Business Bureau.

Earnest Pate, 307 Pecan Street called inquiring about a water-sewer tap for new mobile home. The water connection will be \$100.00 and the sewer tap will be \$500.00. The customer indicated that he wanted to do the work himself as he is a certified plumber and did not want to pay the fees. He was informed that doing the work himself was not an option, and the fees would remain per WMUD's policy. Mr. Pate was in attendance at this meeting, and he expressed his concerns about the high rates for sewer and water tap fee. Mr. Pate explained that he was a certified plumber and wanted to do his own work. Commissioner Bennett explained that WMUD is responsible for that work and the policy does not make exceptions for customers to do this type of installation.

Nexbill Pay is up and running and customers are beginning to utilize the new service. Commissioner Brown commented that she had used the service and that it was working efficiently and it could take about two days before your bank account is debited.

KT contacted RVS and all future billing registers will exclude inactive accounts. The inactive accounts will remain in the system.

The annual water quality analysis fee is now due to the Mississippi State Department of Health. The fee of \$1,485.00 is due by September 27, 2018. If the fee is not paid by November 13, 2018 there will be a significant increase in the amount owed. The bill was given to the Treasurer, Commissioner Colson.

Commissioner Reeves gave an update on the Automatic Transfer Switch from Taylor Power. The switch had been ordered but the order was lost and it had to be reordered. No estimated date of delivery could be given at this time.

The PO report and the Meter change out report is attached to Operators report

RE: CUSTOMERS ISSUES:

- (1) Simmon's Memorial Baptist Church (Richard Lang) - Did not attend
- (2) James Gross - Did not attend

(3) Account #110; Jasper & Sadie Heard; 431 Livingston Vernon Road. Prior to Ms. Sadie Heard speaking, Commissioner Reeves asked to be heard first to restate what she understood was the problem regarding Mr. and Mrs. Heard's sewer line. WMUD had placed a stop/flow valve with flap on Mr. and Mrs. Heard's sewer line at some point to eliminate sewer backflow from the line into their home. However, it was her understanding that by stopping this situation, it caused another situation wherein blockages were occurring at the stop/flow valve and the line was having to be blown out fairly frequently. Ms. Heard stated that this was partially correct. Two weeks ago sewer had backed up in her toilet and tub. WMUD had Mr. Collier to come and blow out the sewer line which cleared up the issue. However, upon returning home today the sewer had once again stopped up and there appeared to be sewage in her commode that would not flush. Mrs. Heard called the office clerk who said Mr. Collier was going to come out and blow out the line again, but as of the start of the meeting he had not shown up. Mrs. Heard expressed her concerns about health issues for her family and especially her grandson who was very asthmatic. Currently the family does not have usage of either of the two bathrooms in the house. Commissioner Reeves said she had spoken to Attorney Jim Herring about the situation, and a possible solution would be to put a new tap where her line goes in at the man-whole cover. Since this would be a private line, the maintenance and up keep would be the home owners responsibility. WMUD would split the cost of installing the new tap if she was in agreement with this solution. At this point Mr. Heard stepped up to speak. He stated that WMUD had installed the sewer line a few years back and it had been working up until a couple of years ago. Ms. Heard stated that she did not see why she should have to pay for something WMUD created by installing a flap on her sewer line which solved one problem but has now created another issue. Commissioner Bennett said he was sorry for the situation that has happened and as soon as KT returned from out of town the Board would try to work on a viable solution. Mr. and Mrs. Heard had to leave because she received a call that Mr. Collier had arrived at their house to flush out the sewer line.

(4) Roosevelt Barrett, former Minister of Union Hill who now resides in Canton, MS asked to address the Board regarding using the Community Center for Bible study. When Pastor Barrett was living in the area he had started a ministry with the youth in the Magnolia Heights area. Since he no longer had access to Union Hill Church he was looking for a place to continue having Bible class on Thursday nights. Minister Barrett was asking for a no-fee usage of the Community Center. Commissioner Reeves stated that WMUD policy does allow the community to use the facility for special events, i.e., Halloween, passing out of Thanksgiving boxes and possible other annual events. The Senior Services Agency use it on a daily basis and do pay a monthly fee for this activity. However, all other events do have to pay the required fee if the activity is going to be a reoccurring event then there would be some type of charge but if its only something for one or two weeks there may be a possibility to use the Center at no fee. Commissioner Bennett inquired as to how many youth would attend the Bible study and Minister Barrett said up to 40 people attended at times. Commissioner Bennett stated that the Board would need to discuss this matter because we have not had a situation such as this to be brought before the Board. Commissioner Bennett also mentioned there could be a fee incurred for cleaning the building after usage. The Board would have to get back with him after a decision has been made.

OLD BUSINESS:

Commissioner Brown expressed concerns about customers that were in attendance if they could hold their comments on others issue until the end of the meeting. The constant back and forth with interruptions make it difficult in writing the minutes. Commissioner Bennett said he would make the announcement at the start of each meeting and asked Commissioner Reeves to begin listed it on the agenda..

NEW BUSINESS:

Complete the signing of documents referenced in the Consent Agenda to give to Mr. Sims from Engineering Services.

Executive Session:

The motion was made by Commissioner Scott Colson to enter into Executive Session to discuss personnel issues and litigation. The motion was seconded by Commissioner Evelyn Brown with all present voting "aye." The Board entered into Executive Session.

End of Executive Session:

The Board of Commissioners agreed to vote on reduction of late fee from \$20.00 to \$15.00. Commissioner Brown made the motion to reduce the late fee from \$20.00 to \$15.00 and add the change into WMUD's policies. Commissioner Buggs seconded the motion. The vote on the matter was as follows:

Commissioner Brown	Aye
Commissioner Reeves	Aye
Commissioner Buggs	Aye
Commissioner Colson	Nay
Commissioner Bennett	Aye

In regard to letting Roosevelt Barrett use the Community Center for Bible class, Commissioner Bennett asked for a motion. Commissioner Brown motioned that a one month trial period be given to Minister Barrett to use the Community Center for one hour on Thursday evenings as an outreach Bible study program, at no charge and after the one month trail, the Board will reserve the right to amend the decision either in favor or against the program. Commissioner Buggs second the motion. The vote on the matter was as follows:

Commissioner Brown	Aye
Commissioner Buggs	Aye
Commissioner Colson	Aye
Commissioner Reeves	Aye
Commissioner Bennett	Aye

Commissioner Bennett stated that if there was no further questions or issues the meeting may end. Commissioner Colson motioned to adjourn and Commissioner Brown second. With all present voting "aye," the meeting was adjourned.