

METROPOLITAN LYNCHBURG MOORE
UTILITY DEPARTMENT
BOARD MEETING
December 13, 2022

The Metro Utility Board meeting scheduled for December 13, 2022, at 6:00 P.M. was called to order by Shane Taylor, Vice- Chairperson. Member's present: Jon Robertson, Will Shavers, Shane Taylor, Barry Posluszny, Russell Sells and Brooke Fanning.

Motion was made by Jon Robertson and seconded by Barry Posluszny to approve the minutes of the November 8, 2022, meeting. Motion carried 4-0.

Visitors: Matt Williamson, *LJA Engineering*, Tabitha Moore, *The Lynchburg Times*

Engineer's Report: Matt Williamson with LJA Engineering issued an update on several ongoing projects:

1. TDOT Road Widening project let out on December 9th. There is a slight issue with low pressure gravity sewer affected because of this project.
2. There was a pre-bid meeting for the 12" water transmission line that Jack Daniel Distillery is funding held recently. The tentative set date for the project is March 1, 2023. They anticipate finalizing the contract documents sometime in January 2023 and will present them for the board to review at the January 2023 board meeting.
3. Harry Hill Booster Station bid opening has been rescheduled. The original invitation to bid was originally set for November 2022 and only two companies attended the pre-bid meeting. The decision was made to put out new bid requests for January 9, 2023 and hold a bid opening on February 7, 2023. Hopefully the timing will encourage more participation by potential vendors.
4. Moore County High School easement located at the corner of the football field was presented to the board and asked if they would approve surrendering this easement back to the Board of Education so that a more appropriate location could be work out for the placement of the Harry Hill Booster station. A motion was made by Will Shavers and seconded by Barry Posluszny to surrender the former parcel back to the Board of Education. Motion carried 4-0.
5. SRF Sewer Rehab Project is complete. There is a funding surplus of \$200,000.00 and MUD has asked SRF if they will approve expanding the area of rehabilitation to complete more repair work in the area. This expansion will use the remaining funds and should be used to repair the basin around the Moore County Jail as well as a few more sewer manholes.

Write-Off Accounts: Brooke Fanning presented the board with a list of customers who are uncollectible debt. The total amount is \$9,643.00 which is comprised of water, sewer, and garbage debt. After a review of the list a motion was made by Barry Posluszny and seconded by Jon Robertson to accept the bad debt write-offs and clean up the Accounts Receivable. Motion passed 4-0.

PubliQ Contract Cancellation: Brooke Fanning presented the board with some email discussions she had with Attorney Michael Wall, *Branstetter, Branch, and Jennings*, Attorney Wall recommends that the board approve the contract cancellation as is with PubliQ Software as soon as possible for the utility to move forward and leave this disastrous time behind. After a lengthy discussion a motion was made by Will Shavers and seconded by Jon Robertson to end the PubliQ Software contract effective December 31, 2022, paying all fees remaining through that date. Motions passed 4-0.

Budget Amendments: Russell Sells presented budget amendments to the board for review and approval. They are as follows:

GL Account	Description	Original budget	Amendment +/-	New total budgeted amount
52116-100	BAD DEBT UNCOLLECTIBLES	\$5,000.00	\$10,000.00	\$15,000.00
53105-100	PROGRAM COSTS-COMPUTER	20,000.00	10,000.00	30,000.00
53117-100	LEGAL/PROFESSIONAL FEES	50,000.00	20,000.00	70,000.00
53250-100	POSTAGE	23,000.00	5,000.00	28,000.00
53310-100	OFFICE EQUIPMENT/SERVICE CONTRACT	2,000.00	2,500.00	4,500.00
53640-100	ENGINEERING FEES	10,000.00	20,000.00	30,000.00
53700-200	STATE PERMIT FEES	1,000.00	3,500.00	4,500.00
53730-200	LAB FEES	3,000.00	1,000.00	4,000.00
53100-300	OFFICE SUPPLIES	500.00	500.00	1,000.00
53101-300	LAB SUPPLIES	8,500.00	5,000.00	13,500.00
53580-300	CHEMICALS	6,200.00	2,000.00	8,200.00

A motion was made by Will Shavers and seconded by Shane Taylor to accept the budget amendments. Motion carried 4-0.

Bank CD Rates: Brooke Fanning presented the board members with CD's rates from various banks. She explained that the monies in the Depreciation Savings Account could be moved to a CD to earn a higher interest rate. After a lengthy discussion the board decided, they would like to pay off the Ally vehicle lease with extra funds in the checking

account ending in 8088. A motion was made by Barry Posluszny and seconded by Shane Taylor to pay off the Ally vehicle lease in full.

During the discussions the board felt like depositing \$700,000.00 of the Depreciation Savings account funds into the State Pool Investment Fund will earn more interest. A motion was made by Barry Posluszny and seconded by Will Shavers to deposit the \$700,000.00 funds into the SPIL as soon as possible. Motion passed 4-0.

In addition, the board agreed that a CD should be opened with the Moore County Bank (First Community Bank) in the amount of \$135,000.00. A motion was made by Jon Robertson and seconded by Barry Posluszny to open an 18-month CD at 3.6% with Moore Count Bank in the amount of \$135,000.00. Motion passed unanimously.

Manager's Report: Russell Sells informed the board of the following:

1. Two employees recently passed licenses with the State of Tennessee.
2. All ongoing projects are progressing well.
3. 800 feet of water line is currently being installed on Jack Daniel property at Coyhill.
4. MUD is experiencing lots of sickness and has been having high absenteeism by employees.
5. MUD received a notice of violation from the EPA due to issues at the sewer plant. A fine of \$3,000.00 will be paid to the EPA for this violation.
6. Sanitary surveys have been completed by the state for the year at both treatment plants. Currently waiting on the final reports.
7. A letter must be submitted the State Comptroller's office by December 31, 2022, in response to high water loss reports. TAUD is the third party coming into the MUD office to facilitate the AWWA Water Audit at the state's request.

Motion was made by Jon Robertson, and seconded by Will Shavers, to adjourn. Meeting adjourned at 7:40 PM. Motion passed 4-0.

Shane Taylor, Vice-Chairperson