



**November 6, 2023  
Regular Board Meeting**

The Regular Meeting of Madison Utilities convened at the Madison Utilities' Office located at 101 Ray Sanderson Drive with Chairman Terris Tatum presiding. Vice Chairman Kerry Straub, Director Connie Spears, Director Al Sullivan, and Director Larry Miles were in attendance. Also present were Secretary/Treasurer/General Manager Emory DeBord and Recording Clerk Jodie Parker.

Others present were Wastewater Manager Mark Bland, Water Manager Jason Leggett, Finance Manager Gary Sparks, Customer Service Manager Misty Leftwich, New Development Coordinator Reece Lee, Assistant Finance Manager Drew Greene, and Attorney Woody Sanderson.

Chairman Terris Tatum called the Regular Board meeting to order at 5:30 p.m.

Registered public in attendance: Mr. Ken Funderburk from Stifel

**1. PUBLIC COMMENTS**

None

**2. CURRENT AGENDA/MINUTES OF PREVIOUS MEETING**

a. November 6, 2023 Current Agenda

The agenda for the November 6, 2023, Regular Meeting was presented to the Board. Director Spears moved to approve the November 6, 2023, Regular Meeting Agenda; Vice Chairman Straub seconded the motion. The motion was approved unanimously.

b. October 16, 2023 Regular Meeting Minutes

The minutes for the October 16, 2023, Regular Meeting were presented to the Board. Director Spears moved to approve the October 16, 2023, Regular Meeting Minutes; Director Miles seconded the motion. The motion was approved unanimously.

**3. PLATS/BONDS**

a. Preliminary Project Approval

i. Zierdt Road Daycare

Vice Chairman Straub moved to approve the Preliminary Project Approval for the Zierdt Road Daycare; Director Spears seconded the motion. The motion was approved unanimously.

ii. Reserve Way Townhomes

New Development Coordinator Lee explained that this will be twelve townhomes on a small lot which will need Madison Utilities to serve both water and sewer. Vice Chairman Straub moved to approve the Reserve Way Townhomes; Director Sullivan seconded the motion. The motion was approved unanimously.

b. Dedication and Improvements

i. Everstead at Madison

New Development Coordinator Lee informed the Board that this is a large private development with approximately 300 homes inside the complex. He further explained that there had been some issues with the construction not meeting the expectations outlined in the preconstruction meetings, but that those issues had been addressed. Some of the Board members expressed concerns over future issues and assurances there won't be other problems. Wastewater Manager Bland responded that there are ongoing discussions to determine how to address any future issues without it causing a hardship for the homeowners since they are not the ones at fault.

Director Spears moved to approve the Dedication and Improvements for Everstead at Madison; Vice Chairman Straub seconded the motion. The motion was approved unanimously.

ii. Madison Branch Phase 1

Director Spears moved to approve the Dedication of Improvements for Madison Branch Phase 1; Vice Chairman Straub seconded the motion. The motion was approved unanimously.

**4. OLD BUSINESS**

None

**5. NEW BUSINESS**

a. Fiorentino Well Purchase Agreement

Attorney Sanderson presented the agreement reached with General Fiorentino for the purchase of his well. He further explained that documents were included, along with resolutions, which would authorize the purchase as well as authorizing the General Manager to cancel the current well usage contract at the time of closing since it will no longer be needed. A brief discussion ensued, and Director Spears asked if the description of the property is accurate. Attorney Sanderson stated that it is just as the surveyor described and that he is comfortable with the surveyor's assessment.

Director Spears moved to approve Resolution No. WWB-123-2023 authorizing the purchase of the Fiorentino Well Property; Director Sullivan seconded the motion. The motion was approved unanimously.

Director Spears moved to approve Resolution No. WWB-124-2023 authorizing the disposition of property to General William Fiorentino; Director Sullivan seconded the motion. The motion was approved unanimously.

b. FY2023 Budget – 4<sup>th</sup> Quarter FYTD Review

Finance Manager Sparks stated that these are not the final numbers but will give the Board an idea of the year-end budget standings. He pointed out that the cost for overtime was higher due to staffing issues but that other differences were nominal. Director Miles complimented Finance Manager Sparks on his results.

Director Miles moved to approve the FY2023 Budget 4<sup>th</sup> Quarter FYTD Review; Director Sullivan seconded the motion. The motion was approved unanimously.

c. Knapheide 6165H Line Body and Resolution No. WWB-122-2023

Vice Chairman Straub moved to approve the purchase of two Knapheide 6165H Line Bodies and Resolution No. WWB-122-2023; Director Sullivan seconded the motion. The motion was approved unanimously.

d. Kenworth Sourcewell Purchase and Resolution No. WWB-121-2023

Water Manager Leggett explained that this purchase is for a dump truck that needs to be replaced and that the cooperative pricing was less than what was budgeted.

Director Spears moved to approve the Kenworth Sourcewell Purchase and Resolution No. WWB-121-2023; Director Miles seconded the motion. The motion was approved unanimously.

e. Establishment of Audit Committee and Resolution No. WWB-120-2023

Finance Manager Sparks stated that the Board has always served as the Audit Committee but there needed to be a resolution to formally identify the Board members as Audit Committee members. Director Spears noted that her name is not hyphenated.

Director Spears moved to approve the Establishment of Audit Committee and Resolution No. WWB-120-2023 with the correction; Director Sullivan seconded the motion. The motion was approved unanimously.

**6. LEGAL**

Attorney Sanderson gave a brief update on a few pending legal items. He noted that the easement with the City of Madison for the walking path could be removed because the City of Madison has cancelled that project.

**7. WATER REPORT**

Water Manager Leggett provided a brief update on some of the ongoing projects like the Quarry Water Treatment Plant and the Keene Booster Station which he is planning to bring to the next Board meeting. After a brief update, Water Manager Leggett announced to the Board that he submitted his resignation and will be leaving Madison Utilities. He outlined some of the steps he is taking to help ensure a smooth transition for his replacement and thanked the Board for all of their support. The Board thanked Water Manager Leggett and wished him well in his future endeavors.

**8. WASTEWATER REPORT**

Wastewater Manager Bland mentioned that the seal on the clarifier at the Wastewater Plant had been changed but it didn't fix the problem as they had hoped. He added that the project manager is willing to offer a ten-year warranty instead of the standard five years, but they are still in discussion. Wastewater Manager Bland added that a shipment of ERTs arrived with an estimated 7,000 radios arriving by the end of the month and he is hopeful that the AMR/AMI projects will be completed by February of next year.

**9. FINANCE REPORT**

Finance Manager Sparks informed the Board that Tom Dyer from Dyer and Smith, LLC would be coming on December 11<sup>th</sup> to begin the FY2023 audit. He added that a meeting with the bond rating agencies would occur on November 15<sup>th</sup> and hoped to have a bond issue sometime in December. Finance Manager Sparks also presented a resolution to the Board which would authorize the bond underwriter, bond attorney, and intent to issue Bonds.

Finance Manager Sparks introduced Ken Funderburk from Stifel who gave a brief update on the bond issuing process and recent changes to bond interest rates.

Director Sullivan moved to approve Resolution WWB-125-2023 with the correction of a typographical error; Director Spears seconded the motion. The motion was approved unanimously.

**10. CUSTOMER SERVICE**

Customer Service Manager Leftwich informed the Board about a difficult situation with a customer the previous week which necessitated calling the Madison Police Department. She added that she would be working with Attorney Sanderson to make a change to policy to mitigate future similar incidents. Director Spears asked Customer Service Manager Leftwich to please let the Customer Service employees know how much the Board appreciates them. Director Miles also complimented the professionalism of the customer service department regarding a recent personal experience.

**11. GENERAL MANAGER REPORT**

Chairman Tatum conducted the General Manager review based on the categories of systems, customer service, finance, and compliance with regulatory agencies. He briefly noted some of the positive qualities of General Manager DeBord and thanked him for his efforts to work with city and state officials. Chairman Tatum concluded that General Manager DeBord is exceeding expectations. Director Spears added that she is pleased that he is looking forward and making choices to help the future of Madison Utilities. Director Miles suggested that General Manager DeBord work on a written succession plan in the event something unforeseen occurred. Vice Chairman Straub and Director Sullivan expressed gratitude for his input and insight.

**12. VICE CHAIRMAN STRAUB**

None

**13. DIRECTOR SULLIVAN**

None

**14. DIRECTOR MILES**

None

**15. DIRECTOR SPEARS**


None

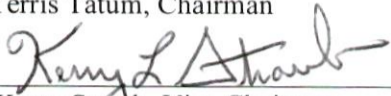
**16. CHAIRMAN TATUM**

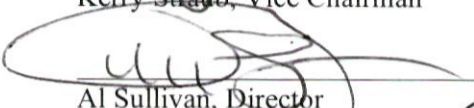
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17. ADJOURNMENT

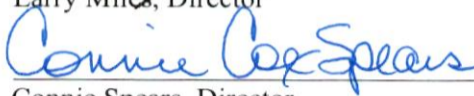
At 6:30 p.m., the Board agreed to adjourn. The motion was approved unanimously.

Approved,   
Terris Tatum, Chairman

  
Kerry Straub, Vice Chairman

  
Al Sullivan, Director

  
Larry Miles, Director

  
Connie Spears, Director

ATTEST:   
Emory DeBord, Secretary/Treasurer