



**November 18, 2019
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 Steve Haraway, Director Gerald Clark, Director A. Keith Cook and Director Rob Szymd were present. 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 and Attorney Woody Sanderson.

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

Registered Public in attendance: None

1. PUBLIC COMMENTS

None

2. CURRENT AGENDA/MINUTES OF PREVIOUS MEETING

a. November 18, 2019 Current Agenda

The agenda for the November 18, 2019 Regular Meeting was presented to the Board. Director Clark moved to approve the November 18, 2019 Regular Meeting Agenda as submitted; Vice Chairman Haraway seconded the motion. The motion was approved unanimously.

b. November 4, 2019 Regular Meeting Minutes

The minutes for the November 4, 2019 Regular Meeting were presented to the Board. Director Clark moved to approve the minutes for the November 4, 2019 Regular Meeting; Vice Chairman Haraway seconded the motion. The motion was approved unanimously.

3. PLATS/BONDS

a. Preliminary Project Approval

None

b. Dedication and Improvements

Director Clark recused himself prior to the discussion of Dedications.

Vice Chairman Haraway moved to approve the Dedication and Improvements for The Heights at Town Madison, Phase 1 – Forms Resubmittal; Director Szymd seconded the motion. The motion was approved unanimously.

Vice Chairman Haraway moved to approve the Dedication and Improvements for The Heights at Town Madison, Phase 1A – Forms Resubmittal; Director Cook seconded the motion. The motion was approved unanimously.

Director Clark returned.

4. OLD BUSINESS

None.

5. NEW BUSINESS

a. Western Interceptor from Manhole 58 to 97 – 100% Engineering Memo

Wastewater Manager Bland explained that this memo covers the area from the Martin Road Lift Station to just south of I-565. He added that he has a 30% complete drawing and would like to be ready to move forward if the bond draw occurs at the first of next year. Finance Manager Sparks added that there is some funding available from the 2017 bonds if the 2020 bond issue does not happen. Some additional discussion ensued about funding and credits which could potentially be received if less rock is encountered than anticipated.

Director Szmyd requested a drawing for the next Board meeting so that it would be easier to identify the exact location that is being discussed. Wastewater Manager Bland confirmed he would have that available for the Board. Attorney Sanderson added that he would have the contract ready for signature the following day.

b. Western Interceptor from Manhole 97 to 127 100% Engineering Memo

Vice Chairman Haraway asked if this would be the same process as the previously discussed memo and Wastewater Manager Bland stated yes and added that it is South of the pet spa to South of the railroad track.

Vice Chairman Haraway moved to approve the Western Interceptor from Manhole 9 to 127 100% Engineering Memo; Director Clark seconded the motion. The motion was approved unanimously.

c. Adoption of Exhibit B – Utility Reimbursement Agreement

Prior to discussion, Director Clark recused himself.

Finance Manager Sparks explained that the Exhibit B to a previously signed Utility Reimbursement Agreement was unable to be located. He continued that without the attachment, he is unable to define what the creditable/reimbursable development fees are. Attorney Sanderson remarked that the Exhibit was referenced in the contract but wasn't included. Vice Chairman Haraway moved to approve the Adoption of Exhibit B – Utility Reimbursement Agreement; Director Szmyd seconded the motion. The motion was approved unanimously.

Director Clark returned.

6. LEGAL

Attorney Sanderson remarked that he didn't have many updates as he is waiting on responses from other people on several items. Attorney Sanderson did inform the Board about a recent discussion with the attorney regarding the Drake Well to make sure they understood the ADEM requirements involved with shutting down a well. Attorney Sanderson added that they are working through including some contingencies in the proposal and hope to have a signed contract soon. Additionally, the closing and sale for the Williams Well is being scheduled.

7. WATER REPORT

Water Manager Leggett reported that the Zeirdt Road relocation work is underway with one more tie-in to go the Shelton Road vault. He added that the goal is to have everything done early next week to make sure we aren't holding up Huntsville and their progress.

8. WASTEWATER REPORT

Wastewater Manager Bland updated the Board on the fueling station stating the first delivery of fuel is being pushed back to the Tuesday after the holiday. He mentioned that there are a few items left to be completed including one large concrete pour. Other updates included the Martin Road Lift Station should have a start-up in mid-December, the Main Force Main is tied in with the first half of the walkthrough complete, the Wastewater Treatment Plant is still waiting on the valve to arrive, and crews are currently working on laying the Zeirdt Road Force Main to the Town Madison Lift Station.

9. FINANCE REPORT

Finance Manager Sparks informed the Board that the FY2019 audit is underway. He also informed the Board that he is still working closely with Raftelis and shared some preliminary numbers but added that they are still adjusting as additional information is considered. He further shared some preliminary changes to availability fees from the Raftelis study.

Attorney Sanderson suggested that the language on the earlier approved Exhibit B should include "subject to change". Wastewater Manager Bland added that he wanted to talk to some of the surrounding utilities, to determine what their availability fees are, as well as a few area developers to discern their receptiveness. After a brief discussion, the Board agreed to move forward.

10. CUSTOMER SERVICE

Customer Service Manager Leftwich explained that a recent upgrade by the billing company used by Madison Utilities caused quite a few problems for customers. She added that it appears the bugs have been worked out and the system is running accurately again.

11. GENERAL MANAGER REPORT

General Manager DeBord relayed to the Board that several people have a conflict for the December 16th Board meeting. He added that if needed, another meeting could be held on the fifth Monday of December. Chairman Tatum and the Board recommended canceling the December 16th meeting unless something urgent comes up.

General Manager DeBord also suggested that with the office being closed on Christmas Eve and Christmas Day (a Tuesday and Wednesday) that perhaps the office should also close on Monday. He added that it has been done in the past and employees are given the option of taking vacation time or a floating holiday. Vice Chairman Haraway asked if it would create a problem for people needing to pay their bill. Customer Service Manager Leftwich replied that the biggest payment date is the 18th so closing on the 23rd should not be a problem and that she is available to respond if something should arise. Vice Chairman Haraway suggested notifying some of the builders and developers in the area in case they were planning to request new service during that time. The Board agreed to close the office on Monday December 23rd.

12. VICE CHAIRMAN HARAWAY

None

13. DIRECTOR COOK

None.

14. DIRECTOR CLARK

None

15. DIRECTOR SZMYD

None

16. CHAIRMAN TATUM

None

17. ADJOURNMENT

At 6:15 p.m. the Board agreed to adjourn.

Approved,



Terris Tatum, Chairman



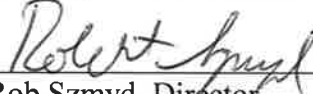
Steve Haraway, Vice Chairman



Gerald Clark, Director

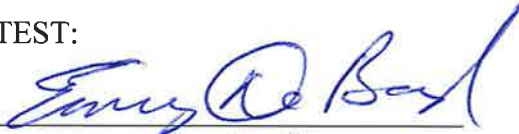


A. Keith Cook, Director



Rob Szmyd, Director

ATTEST:



Emory DeBord, Secretary/Treasurer