

**MEANSVILLE RILEY ROAD WATER COMPANY BOARD MEETING  
MINUTES JANUARY 26, 2021 AT 7:00 PM CONFERENCE ROOM**

**Board Members Present**

Paula Brewster  
John Burnett  
Cindy Burnett  
Mark Carrol  
Stonie Keith  
Mack Lancaster  
Eddie Lawson  
Chip Reeves  
Bill Solesbee

**Teleconference**

**Also Present**

Charlie Wilson  
Paula Wright

**Opening:** Eddie called the meeting to order and gave the invocation.

**Minutes:** Bill made a motion to approve the minutes, Paula seconded and all approved.

**Financial Statement:** Bill made a motion to approve the November financial statement, John seconded, and motion carried. Bill made a motion to approve the December financial statement, Stonie seconded and all approved.

**FY 2021 Annual Budget:** Charlie ordered two new work trucks in December, but they will not be paid for until either March or April of this year when they come in. Charlie recommends that the Board amend the **2021** budget to \$65,000.00 to include the two new work trucks. Stonie made a motion to amend the budget, Bill seconded, and the motion carried.

**Correspondence:** We received a thank you note from Erika Carroll, Mark's wife for the monetary gift she was given during a hospitalization. Eddie's daughter, Sydney, a recent college graduate sent a thank you note for the gift card she received from the Board. The Board gave a donation to Bethlehem United Methodist Church in memory of Rev. Mike Scales, a former employee of MRWC. BUMC sent a letter of thanks along with thank you note from Susan Scales and family for the donation.

**Fairwood PS Upgrade:** The pump station is 99.9% complete and once Charlie is back from quarantine it will be put in operation.

**Personnel Manual:** Tabled

**Work Trucks:** Two new Chevrolet work trucks have been ordered.

**Vernon Foster Waterline Ext. Quote:** Tabled

**Project Priority List:** Rich is still working on putting the list together.

**Vacation Days:** Charlie and James still have about 12 vacation days to take. Bill made a motion to carry over five days and pay them for the rest of the vacation days, Chip seconded, and all approved. Next year everyone must use their vacation days or lose them.

**Online Bill Presentment:** Tabled

**Intedge Tank Washout:** The washout has been completed. An issue with the water level indicator float was found during washout and needs to be repaired. The cost to repair float is \$1,600.00. It will be repaired next week.

**Rates and Fee Schedule:** According to Charlie, the last increase in tap fees was in 1998. The line usage fee of \$1,000.00 was added to the tap fee. Therefore, the total cost to install a new ¾” tap was increased to \$1,450.00. With the addition of new radio read meters being installed, the material costs associated with installing a new ¾” meter is \$545.00. The new radio read meter costs \$190.00 plus tax which is an increase of \$140.00 above the traditional direct read meters. Charlie’s proposal is to increase the cost of the ¾” meter to \$1,850.00, 1” meter to \$2,230.00, 1.5” meter to \$2,525.00 and 2” meter to \$3,070.00. The Board requested Charlie to present summary of figures at the next in person Board meeting along a comparison to other local utilities.

**New Employee:** Jacob Parks started last week and will be a Meter Reader and Corey Garner has been promoted to Maintenance. One more Maintenance employee is needed but no one with experience has applied for the job. Charlie and Paula Wright are still working on comparable benefits that other companies offer their employees and will have something at the next board meeting.

**Fraud:** The Union County Solicitor would like a letter or a comment from the Board as to whether Sara Gilliam should serve time for fraud. The Board feels Sara should not serve time but should receive probation. Charlie and Paula Brewster will talk to the Solicitor this week via conference call.

**Annual Meeting:** The meeting will be held at West Springs Baptist Church, Christian Fellowship Center on Tuesday, February 9, 2021 at 7:00 p.m.

**Upcoming Events:** Decision Maker’s Summit Online Training, February 18 from 9:00 a.m. to 12:30 p.m.

**Adjournment:** Bill made a motion, Paula seconded, and all agreed.

Respectfully submitted,

Paula Wright