

Holley-Navarre Water System, Inc.

Regular Board Meeting Minutes

December 20, 2016

Bien May, Board President called the meeting to order at 7:20 P.M. The following Board of Directors were present: Bien May, James Calkins, Daryl Lynchard, Brian Kelly, and Gaius Bruce. Troy Bossier and Robert Coley were absent. Also present were: Mike Tidwell, Paul Gardner, Clinton Wells, Buck Paulchek, Phil Phillips, Barbara Carawan, Danny Hawkins, Zach Lewis, and Deborah Kharuf (stenographer).

November 2016 Minutes– Daryl Lynchard made a motion to accept the minutes as presented, seconded by Gaius Bruce and passed by unanimous vote.

Financial Report

Brian Kelly goes over Financial Report and Water/ Sewer Taps. Overall revenues were up and expenses were down for November, as well as an increase in taps compared to the prior month. **James Calkins makes a motion to accept the financial report as presented. Gaius Bruce seconds. Motion passed by unanimous vote.**

Personnel Committee

None, as Robert Coley was not in attendance.

Engineers Report

Buck Paulchek presents report. There were 13,743 feet of 3-4 inch low pressure sewage line installed in 2016. Bien May also confirmed the installation of a 20 inch force main, which was completed the prior year.

Retirement Committee

Brian Kelly states the 401K plan is in place, with no changes at this time.

Unfinished Business

None.

New Business

1. AT&T Lease – Topic will be discussed at a later time in order to gather more information and allow for a counter offer.
2. Purchase of New Equipment – Three quotes for a needed mulcher attachment were obtained and reviewed. Confirmation that the required funds are available was also obtained. **Gaius Bruce motions to approve the dollar amount of \$32,000.00 for the new machine, with Bien May adding a stipulation that proper training to operate the machinery is obtained. Daryl Lynchard seconds. Motion passed by unanimous vote.**

New Business (Continued)

3. Proposed 2017 Budget – Brief discussion on the proposed budget, as it was discussed in detail previously. Phil Phillips adds that the 2016 Capital Improvement deposits for 2016 are being held for future, short-term projects and will be spent as needed. **James Calkins motions to approve the proposed 2017 budget and Capital Improvements. Brian Kelly seconds. Motion passed by unanimous vote.**
4. Holiday Luncheon – Past holiday parties and options were discussed. Paul Gardner suggests an on-site cook out, with the office closing early for all employees to attend. Board of Directors invited as well. **Bien May motions to approve the office closing at 12:00 for the employee holiday luncheon. Brian Kelly seconds. Motion passed by unanimous vote.**

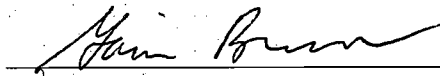
Open forum

None.

Action Items

1. Move forward with the mulcher attachment purchase and obtain training on its use.
2. Gather more information and counter offer on the AT&T lease.

Meeting adjourned 7:35 P.M.



Gaius Bruce Secretary/Treasurer