

# Holley-Navarre Water System, Inc.

## Regular Board Meeting Minutes

February 21<sup>st</sup>, 2017

Bien May, Board President, called the meeting to order at 7:09 P.M. The following Board of Directors were present: Bien May, Ricki DeSantis, Robert Coley, Gaius Bruce and Brian Kelly. James Calkins and Troy Bossier were absent. Also present were: Phil Phillips, Clinton Wells, Zach Lewis, Paul Gardner, Barbara Carawan, Dale Long, Doug Tidwell and Deborah Kharuf (stenographer).

**December 2016 & January 2017 Minutes– Robert Coley makes a motion to accept the minutes as presented, seconded by Brian Kelly and passed by unanimous vote.**

### **Financial Report**

Brian Kelly goes over Financial Report and Water/ Sewer Taps. Revenues for January were down from December about 20%, however expenses were approximately 18.5% lower. There were 49 new water and 33 new sewer taps. **Robert Coley motions to accept the report as presented. Gaius Bruce seconds. Motion passed by unanimous vote.**

### **Personnel Committee**

Robert Coley informs the Board of a personnel meeting that took place last week with management. Staff communication and privacy of employee files were discussed. The meeting was successful and several issues were resolved.

### **Engineers Report**

Buck Paulchek gives report. Tap fees are being re-evaluated to see how much is being spent on construction. A portion of the fee is supposed to help with the expansion of the wastewater treatment plant when needed. Costs incurred for sewer extensions and the process used for developers are being reviewed at this time.

### **Retirement Committee**

Mr. Kelly states that the plan is successful, largely due to recent stock market conditions.

### **Unfinished Business**

None.

### **New Business**

1. Resolution to amend the pension plan trustees - Daryl Lynchard is to be removed as trustee and Bien May is to be added. **Gaius Bruce motions to approve the resolution amending the pension plan trustees. Robert Coley seconds. Motion passed by unanimous vote.**

**New Business (Continued)**

2. Member request regarding water/sewer tap – 1742 Lillian Lane– A member has requested the installation of a water tap and meter only, excluding sewer. They currently have both water and sewer at their summer home adjacent to the property where they want the new tap/meter. This would be for recreational purposes only. **Gaius Bruce motions to approve the customer request for a water tap and meter only, seconded by Brian Kelly and passed by unanimous vote.**

**Open forum**

None.

**Action Items**

None.

Meeting adjourned 7:23 P.M.



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Gaius Bruce Secretary/Treasurer