

MC ID & BA Meeting Minutes

Madison County Industrial Development
and Building Authority
Monthly Meeting

February 15, 2023
8:00AM

Members Present: Chairman Ben Morris, Member Marc Perry, Member Jean Mullis (by phone), and Member Todd Higdon

Others Present: Water Superintendent Rodney Shubert, Administrative Assistant/MC Water Department Office Manager Gina Banister, Attorney Michael Pruett, and Financial Clerk Stephanie Wilson

Regular Meeting Minutes

1. **Call to Order:** Meeting called to order by Chairman Ben Morris.

2. **Approve Minutes:**

- a) Marc Perry motioned to approve the January 20, 2023 Regular Meeting Minutes. Seconded by Todd Higdon. All yes votes by Morris, Perry, and Higdon

3. **Financial Reports:**

- a) Motion made by Marc Perry to approve the January financials. Seconded by Todd Higdon. All yes votes by Morris, Perry, and Higdon.

4. **Water Department Reports:**

- a) Billing Report
- b) Purchased and Produced Water Reports
- c) Water Requests
- d) Sewer Requests

No comments or discussion on the Billing Report or Purchased and Produced Water Reports.

Water Superintendent Rodney Shubert stated that on the Wing House situation we are waiting on a decision about placement of the lift station so that a good quote may be gotten on the project.

He stated that 8 taps were completed this month for new customers.

Water Superintendent has received a quote on a filter system for Rolling Oaks well. The first quote came in at \$48,000. There will be more expense in addition to the quote. He stated that under \$100,000 we can put Rolling Oaks online and get 100 gallons a minute from that well.

5. **Chairman's Reports:**

- a) Chairman Morris welcome our new Financial Clerk, Stephanie Wilson.
- b) Chairman Morris stated that one of his goals for the year was to establish a purchasing policy for our Water Superintendent Rodney Shubert, so that he doesn't always have to wait for a meeting for approval for him to move forward with something. He stated his initial thought was anything \$5,000 and under as long as we had the funds and it was budgeted for and was on something that was needed then Rodney could move forward in that manner. If it got up to \$10,000 and it was budgeted for and we had the funds, we would ask Rodney to email the board explaining what the funds would be used for and why he needs it. Anything over \$10,000 would be a case where Rodney would prepare the information during a board meeting. If we can agree on a tier system or a number, Chairman Morris would work with Attorney Pruett and Chairman Higdon on mirroring a county purchasing policy or have Attorney Pruett provide one he's seen in the past that we could go by. Board member Jean Mullis concurred and agreed those were good limits. No other discussion.

Board member Marc Perry made the motion to proceed on writing up a purchasing policy with those limits in place as stated. Seconded by Todd Higdon. All yes votes by Morris, Perry, and Higdon.

- c) Chairman Morris stated that last month the board talked about getting the Industrial Park surveyed out. He wasn't sure of the results or status on that. He stated it made him think about the 30 acres off of Highway 72 where the elevated water tank is located. What are our boards decision or thoughts on that parcel of land? This land has sparked some interest in a business looking to start a business in Madison County. Chairman Higdon provided some handouts and information on this property. Chairman Morris stated he would show the potential buyer the information.

Chairman Higdon gave an update on the Funding Summit. He stated that the main thing that came from it was that Madison County needs a water feasibility study completed. He wants to follow through with the ARC (Appalachian Regional Commission) grant application. The application would seek funding to conduct an engineering report and feasibility analysis of the Madison County water and/or sewer systems. It would be a 50/50 grant.

Chairman Higdon gave an update on the Funding Summit. The Funding Summit was a roomful of agencies that could help in different phases. From Senior Center expansion to Ag Center expansion to water and sewer upgrades.

Madison County – Water and Sewer Grant Strategy: The Regional Commissioner has outlined phases and steps for the water and sewer grant strategy. These are ideas the commission thinks will better serve us in the coming years.

Chairman Higdon spoke lastly on the backup drip field map in the packet and how important the discharge line is into the creek. He stated it was 31.5 acres of prime real estate.

Chairman Higdon asked Engineer John Phillips to be at the meeting today to start gathering some ballpark numbers of getting water lines from Highway 72 to the Feed Mill. He stated he would like permission for John Phillips to move forward in putting together some numbers for a rough estimate for this project. Chairman Morris stated he would appreciate John Phillips working up a rough estimate for the board on this project.

Chairman Higdon initiated discussion on the Bear Creek Oconee Basin potential water contracts. He stated that members of this authority wanted to know why Madison County wasn't a part of the authority. There was discussion about this authority and where we now purchase water from.

Chairman Morris mentioned the letter sent out to all water recipients. Water Superintendent stated that he wished there was a better way of getting this information to our customers, but there are two choices; hand deliver or by mail.

6. **Around the Director's Table:**

- Chairman Higdon stated that he was tickled with the work that the Water Department is doing and have produced.

7. **Executive Session:** Board member Marc Perry made the motion to go into executive session. Seconded by Todd Higdon.

8. **Adjourn-** Meeting adjourned by Chairman Ben Morris

These minutes are hereby approved by the Board on this _____ day of _____, 2023

_____ Ben Morris, Chairman