

METROPOLITAN LYNCHBURG MOORE  
UTILITY DEPARTMENT  
BOARD MEETING  
November 8, 2022

The Metro Utility Board meeting scheduled for November 8, 2022, at 6:00 P.M. was called to order by Shane Taylor, Vice- Chairperson. Member's present: Jon Robertson, Will Shavers, Shane Taylor, Barry Posluszny, Russell Sells and Brooke Fanning.

Motion was made by Shane Taylor and seconded by Barry Posluszny to approve the minutes of the October 11, 2022, meeting. Motion carried 4-0.

Visitors: Mayor Sloan Stewart, Matt Williamson, *LJA Engineering*, Ronnie Cunningham, Jordan Wood

Joe Schrader invoice dispute: Mr. Schrader was unable to attend the meeting in person. Brooke Fanning spoke on his behalf. After a brief discussion, a motion was made by Barry Posluszny and seconded by Jon Robertson to un-table Mr. Schrader's request for forgiveness of invoice #2010 for \$102.00. Motion passed 4-0 with all in favor of re-introducing this item. After more discussion, a motion was made by Barry Posluszny and seconded by Will Shavers to void invoice # 2010 for meter repair charges of \$102.00. Motion carried 4-0.

\$100 Lock-Off Fees: Jordan Wood plead his case before the board asking that his \$100 Lock-off fee be removed since he paid the afternoon prior to the meter being physically locked for non-payment. The board members reviewed his account history and explained to Mr. Wood that he had been late in paying his bill several times and they would not be able to consider the waiver of the \$100 lock-off fee. A motion was made by Jon Robertson to refund the \$100 to Mr. Wood but the motion did not have a second. The motion failed.

Policy F Review: Brooke Fanning presented revisions to the *Discontinuance of Service (Cut-Offs) Policy*. After the board members had reviewed and discussed the revisions a motion was made by Will Shavers and seconded by Jon Robertson to accept the revisions as presented. Motion passed 3-1 with Barry Posluszny voting nay.

Employee Handbook Amendment: Brooke Fanning informed the board that a sentence regarding the vacation cap roll over had been removed from the handbook in May2022. The sentence reads as follows: "**Accumulation of Vacation Time** – Vacation time may be accumulated and carried forward to the next year in an amount not to exceed one-half the employee's annual leave accrual cap. An employee may only have in their vacation bank an amount equal to 1.5 times the employee's annual accrual maximum. Additional accrued hours, above annual maximum, will be rolled into the employee's sick time accrual." This language and policy amendment will agree to the County General's policy regarding the accumulation of vacation time. After a discussion a motion was made by Barry Posluszny and seconded by Will Shavers to accept the amendment. Motion carried 4-0.

Bank CD Rates: Brooke Fanning presented the board members with CD's rates from various banks. She explained that the monies in the Depreciation Savings Account could be moved to a CD to earn a higher interest rate. After a brief discussion the board decided they would like time to think on this item and would discuss it further at the December meeting. Russell Sells suggested that the budget subcommittee would look over various investment options for the funds and make a recommendation to the board at the December meeting.

Manager's Report/Engineers Report: Russell Sells informed the board of the following:

1. TDOT Road Widening Project slated to let out on December 2022. Actual construction will not begin until spring 2023.
2. The Cates & Harry Hill booster stations project pre-bid meeting is scheduled for November 16<sup>th</sup> at 1 PM.
3. The Moore County Board of Education is working on transferring an easement to Metro Utility for the Harry Hill Booster station.
1. The Sewer Rehabilitation project is currently on schedule. It is still expected to be completed by December 5, 2022.
2. The 12" transmission line certified bid tabs are as follows:
  - a. Hawkins & Price - \$1.83 Million
  - b. Prince's Utilities - \$1.1 million
    - i. Mr. Sells requested that the utility board move to accept the bid of Prince's Utilities as they were the low bidder. A motion was made by Will Shavers to accept the Prince's Utilities bid. Jon Robertson seconded the motion. A roll call vote was taken Barry Posluszny – Yes, Will Shavers- Yes, Will Shavers -Yes, Jon Robertson – Yes, Shane Taylor- Yes. Motion passed unanimously.
3. Non-revenue water at Jack Daniel Distillery – to seal up any possibilities for cross-connection or water loss at Coy Hill Tank, MUD is asking the board for approval to spend \$3,000 on materials to relocate a 2" water line 9, approximately 770 feet, off of Jack Daniel property and relocate the water line and water meter to the roadside of the property. This will close a loop near a fire suppression line at Coy Hill Tank. A motion was made by Barry Posluszny and seconded by Shane Taylor to approve the purchase of \$3,000 in materials for this line and meter relocation. Roll call vote: Will Shavers -Yes, Jon Robertson – Yes, Barry Posluszny – Yes, Shane Taylor- Yes. The motion passed 4-0.

Motion was made by Barry Posluszny, and seconded by Will Shavers, to adjourn. Meeting adjourned at 7:25 PM. Motion passed 4-0.

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Shane Taylor, Vice-Chairperson