

METROPOLITAN LYNCHBURG MOORE
UTILITY DEPARTMENT
BOARD MEETING
August 10, 2021

The Metro Utility Board meeting scheduled for August 10, 2021, at 6:00 P.M. was called to order by Keith Moses, Chairperson. Member's present were: Shane Taylor, Keith Moses, Barry Posluszny, Will Shavers, Mayor Bonnie Lewis, Brooke Fanning and Russell Sells.

Motion was made by Shane Taylor and seconded by Barry Posluszny to approve the minutes of the July 13, 2021, meeting. Motion carried 5-0.

Visitors: Travis Wilson, Tabitha Moore, *The Lynchburg Times*, Marty Spears, Larry Hensley, Julie Smith, Heath Ferrell, Chris Dickey, and Jon Robertson

Chris Dickey Sewer Bill: Keith Moses allowed Mr. Dickey to voice his opinion on the recent sewer rate increase. Mr. Dickey said that the rate increase was too high and unfair to residents. He stated his bill had increase by 175% at least. Mr. Moses explained that the rate increase was ordered by the State of TN and implemented after a rate study was conducted. Mr. Russell Sells reiterated the steps the utility took to spread the rate increase over a three-year period. Mr. Dickey became angry and left the meeting.

Marty Spears -- TN Municipal Bond Fund: Mr. Marty Spears presented the utility board with two different funding options to meet the utility's capital improvement plan for 2021-2022. The options included either a Capital Outlay Note or a Public Building Authorization Loan. The terms would be for twenty-five years which includes a three-year draw. The fees are \$6,000 per million dollars.

Waterworth Software: Russell Sells presented the board with an overview of a new software program that he and Brooke Fanning are researching to assist with capital improvements and rate structure. He explained that this will help include emergency purchases into the planning for growth at the utility.

Company Vehicles for Personal Use: Brooke Fanning presented the board with four different options for reporting personal use of company vehicles to the IRS. The methods presented are: General Valuation Method, Annual Lease Value Method, Cents-Per-Mile Method and Commuting Value Method. After a brief discussion the board decided to pursue the Cents-Per-Mile Method. Mrs. Fanning will have a formal policy to present for review and consideration at the September board meeting.

Employee Expense reimbursement: Brooke Fanning also approached the board with employee expense reimbursements. She explained that employees were turning in receipts for items such as fuel that had been purchased for company vehicles and paid for with personal debit/credit cards. Mayor Lewis picked up the discussion to say that her office had always reimbursed employees and could not believe the utility had never had this occur. She and Shane Taylor said to just pay the employees as they turned in the receipts just like a vendor payment. No formal policy would be required. Shane Taylor said he was happy to provide reimbursement forms if the utility needed some.

Engineers' Reports – Travis Wilson updated the board on the progress of the SRFL planning and design portion of the \$2.5 million Clean Water Sewer Rehab Project. He said that SRF is extremely delinquent in their review process and non-responsive at this time. All the technical reviews have been completed. They are waiting on a financial review. After the financial review is complete an advertisement will be placed of a public meeting on the project. After this meeting has been completed the project details will be sent to the TLDA board for review and consideration.

Manager's Report: Mr. Russell Sells told the board that he is currently working with a developer in the Chestnut Ridge area wishing to build fifteen new homes.

Mr. Sells reported that a new sewer and water tap will be installed tomorrow on Main Street. This will require the road be closed for approximately two days. The Sherriff's Department and management with Miss Mary Bobo's restaurant have been informed of the closure.

Mr. Sells presented the board with the capital improvements needed in the fiscal year 2021-2022 totaling \$1.3 million. He asked for a motion to secure funding through TN County Services Loan Program. A motion was made to present the funding options to the Metro Council for consideration at the September Council Meeting. A roll call vote was taken: Keith Moses – Yes, Will Shavers – Yes, Mayor Lewis – Yes, Shane Taylor – Yes, Barry Posluszny – Yes. Motion passed 5-0.

Mr. Sells explained that the utility department is seeing an increase in meter damages and would like to pass the cost of meter repairs due to negligence on to the homeowners. He presented a new policy and asked for a motion to implement. A motion was made by Shane Taylor and seconded by Will Shavers to accept the policy. Motion carried 5-0.

Motion was made by Will Shavers, and seconded by Barry Posluszny, to adjourn. Meeting adjourned at 7:15 PM. Motion passed 5-0.

Keith Moses, Chairperson