

UPPER OCONEE BASIN WATER AUTHORITY
NEGRC HEADQUARTERS
E.H. CULPEPPER CONFERENCE ROOM
MARCH 26, 2014
9:30 A.M.

MINUTES

Members Present:

Melvin Davis, Chairman
Elton Collins
Eric Klerk
Gary Duck
Nancy Denson
Chris Thomas
Randy Dowling
Pat Graham
Amrey Harden

Alternates Present:

Mark Saxon
Joey Leslie
Blaine Williams

Others Present:

Mott Beck, NEGRC Executive Assistant
Evans Brinson, NEGRC Comptroller
Chris Edwards, McNair, McLemore, Middlebrooks & Co.
Chip Ferguson, Atkinson Ferguson
Bob Snipes, UOBWA Owner's Representative

CALL TO ORDER AND APPROVAL OF JANUARY MEETING MINUTES

Chairman Melvin Davis called the meeting to order at 9:30 a.m. He asked for a motion to approve the minutes of the January meeting. Such a motion was made by Mr. Elton Collins and seconded by Mr. Chris Thomas. The motion passed unanimously.

PRESENTATION OF AUDIT AND FINANCIAL REPORT

At this time, Mr. Chris Edwards presented the FY13 Audit, and a copy of the document was made available to members. He gave highlights and entertained questions. There are three comments and suggestions that would be an opportunity for strengthening internal control and operating efficiency, and recommendations were made in a letter dated March 25, 2014 from the auditing firm that would address these issues (bank reconciliations, depreciation schedule, and journal entry review). Staff will work with the Finance Committee to determine action to be taken on these matters. These matters do not affect the Audit report dated March 25, 2014 or the Financial Statements of the Authority for the Year ended December 31, 2013. Overall, it was a good Audit.

Next, NEGRC Comptroller Evans Brinson gave the financial report. Total liabilities and fund balance for the month ending February 28, 2014 were \$59,713,620. A motion to approve the financial report as presented was made by Mr. Collins and seconded by Mayor Nancy Denson. The motion passed unanimously.

OWNER'S REPRESENTATIVE REPORT

At this time, Mr. Bob Snipes, Owner's Representative, gave an extensive report on the status of Engineering Projects at the Bear Creek Reservoir and Treatment Plant, and also gave an update on the High Service Pumping Station and Clearwell Project. A copy of his report is attached to the Minutes. Regarding the Scope of Services for the High Service Pumping Station and Clearwell Project, Task 1 and 4, both the Operations and Finance Committees met to discuss this issue and make a recommendation. The Engineering Committee did not have a quorum; however, Committee Chairman Gary Duck was present at the Operations Committee meeting and took part in the discussion. Both Committees recommended that the Authority approve proceeding with Task #1 and Task #4 (analysis only). After Mr. Snipes' report and discussion, **a motion was made by Mr. Collins and seconded by Mr. Thomas to approve the Jacobs Scope of Services with the understanding that work on all Tasks beyond Task #1 and Task #4 will require future identification of related funding sources and approval action by the Authority; to approve the expenditure of up to \$58,126 (cost not to exceed) for Task #1 and Task #4; and to authorize the Owner's Representative to issue Jacobs a Notice to Proceed for Task #1 and Task #4.** The motion passed unanimously. Mr. Snipes will provide Authority members with a copy of the proposed schedule for this project when it is received. This should be accomplished within 8-10 weeks. (Both Committees met to make a recommendation regarding this project, and the results of those meetings are stated in the preceding report from Mr. Snipes; therefore, no further Committee Reports will be given).

OPERATIONS AND MANAGEMENT REPORT

Due to a family emergency, Mr. Hill Baughman was not in attendance, and Mr. Snipes gave the operations and management report. Operations of the facility are normal and in compliance with EPD rules and regulations. The reservoir remains at full pool, and there were no requests for permits during the past month. The treatment plant pumped 5.49 MGD of potable water into the distribution system. Staff is working on the five-year update to the Facility Management Plan.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

There was no Executive Session. Legal Counsel advised that Oral Arguments regarding the litigation will be held before the Court of Appeals in Atlanta on April 24th.

OTHER BUSINESS

The next meeting will be held on May 24th.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:20 a.m.

Respectfully Submitted,

Martha "Mott" Beck
UOBWA Secretary