

Holley-Navarre Water System, Inc.

Regular Board Meeting Minutes

August 21st, 2018

Will Goulet, Board President, called the meeting to order at 6:00 P.M. The following Board of Directors were present: Will Goulet, Daryl Lynchard, Mark Miller, Doug Larson, Brett Ramsey, Shane Kahl and Joe Aguirre. Also present were: Paul Gardner, Barbara Carawan, Phil Phillips, Jennifer Tweedy, Clinton Wells, Zach Lewis, Cory Snyder, Mark Turner, Danny Hawkins, Torin Brand, Keith Kilpatrick and Deborah Kharuf (stenographer).

July 17th, 2018 Meeting Minutes & Transcripts

Doug Larson motions to approve the meeting minutes and transcripts as presented.

Mark Miller seconds. Mark Miller points out that Shane Kahl's name is misspelled.

Motion passes unanimously.

July Membership Certificates

Doug Larson motions to approve the 487 new membership certificates for July. Mark

Miller seconds. Motion passes unanimously.

Financial Report

Paul presents the financial report for July. There was \$1,017,869.23 in total revenue with expenses of \$824,160.31, resulting in a net income of \$193,708.92. **Doug Larson motions to approve the financial statements as presented. Daryl Lynchard seconds. Motion passes unanimously.**

Unfinished Business

1. *Approval of Redacted Minutes/Transcripts from Prior Special & Confidential Meetings for Posting to the HNWS Website – **Doug Larson motions to approve all the outstanding redacted minutes and transcripts excluding the 05/02/2018 meeting. The approved minutes include: 01/31/2018 special minutes, 02/04/2018 special minutes with redactions and the 05/11/2018 minutes and transcripts. Mark Miller seconds. Motion passes unanimously.***
2. *Approve RFP and Search Company for CFO/COO – Daryl is currently corresponding with a company that may be able to assist. This item is tabled awaiting further information.*

3. *Approve Revised MXU/Meter Damage Policy* – Paul has worked with Keith to make the necessary changes to the wording of the current policy. The signature portion was removed and the verbiage was slightly changed to reflect that a customer “may” be responsible for charges resulting from damage, depending on the circumstances. **Daryl Lynchard motions to approve the new policy. Mark Miller seconds. Motion passes unanimously.**

New Business

1. *2018 Group Insurance Renewal* – Paul provides management’s recommendation, which is staying with the current insurance plan with United Healthcare. A previous insurance meeting resulted in securing a 10% increase from the current rate, which is less than current industry standards. Brief discussion ensues on the budget, costs, etc. The services provided by Landrum were also discussed. **Mark Miller motions to approve staff’s recommendation of not exceeding the 10% rate increase from last year for insurance and benefit coverage. Doug Larson seconds. Motion passes unanimously.**

Engineers Report

Phil reports that once again HNWS treated less wastewater than the amount of water sold to customers. He also provides an update on reuse disposal.

Project Reviews:

1. Subdivisions: There’s 3 currently under review and 3 that have been approved
2. Commercial: There’s 9 currently under review and 5 that have been approved
3. Sewer Extension Projects (in-House): 8 have been completed, 5 are in process and another 15 have been provided assessments.

Phil provides additional information on the number of lots involved. He will provide a copy of this information to the Board per their request. Phil also offers to add a summary sheet with projected impact fees, etc. to the packet. Daryl also requests a report showing the amount of wastewater treated, capacity, etc., which will also be added to the packet.

Will inquires on the 87 bridge project involving Fairpoint, with Phil and Clinton stating it’s complete.

Phil and Paul add that they’re currently awaiting more information on Eglin and do not have an update at this time.

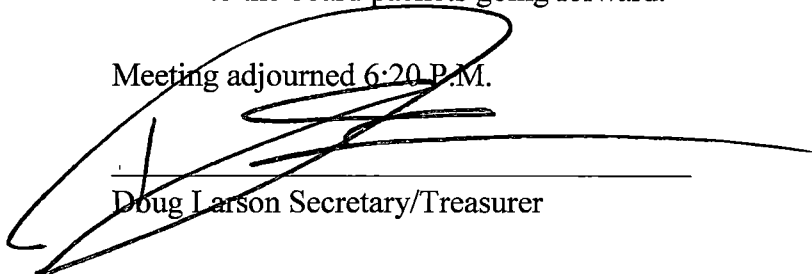
Public Forum

None.

Action Items

1. The CFO/COO RFP is tabled awaiting further information.
2. Phil will provide the Board with a copy of the information regarding reviewed projects and the number of lots involved.
3. The summary Phil mentioned regarding projected impact fees, etc. along with the report showing the amount of wastewater treated that Daryl requested will be added to the board packets going forward.

Meeting adjourned 6:20 P.M.



Doug Larson Secretary/Treasurer