

Lee County Utilities Authority

GEORGE WALLS

Chairman

Victor Stubbs

Vice-Chairman

Authority Members:

Art Ford

Levent Gokcen

Robert (Bob) Usry

Amy Addison

Aaron McCulley

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CHRIS BOSWELL

General Manager

Tricia Holmes

Director of Administrative Operations

Ira Houston

Director of Field Operations

Regular Scheduled Meeting
6:00 P.M. Thursday, February 15, 2024
Page Tharp Governmental Building
Opal Cannon Auditorium
102 Starksville Avenue North
Leesburg, Georgia

MEETING MINUTES

1. CALL TO ORDER

The Lee County Utilities Authority met for their regular scheduled meeting on February 15, 2024. The meeting was held in the Opal Cannon Auditorium of the Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman George Walls and Board members Vice Chairman Victor Stubbs, Art Ford, Amy Addison, and Aaron McCulley. Also present were Chris Boswell, General Manager, and Tricia Holmes, Director of Administrative Operations. Not in attendance were members Robert (Bob) Usry and Levent Gokcen. Chairman George Walls called the meeting to order at 6:00 P.M.

2. INVOCATION

Chris Boswell, General Manager, led the invocation.

3. APPROVAL OF MINUTES

Approval of January 18, 2024, regular scheduled meeting minutes

Victor Stubbs made a motion to approve the minutes from the January 18, 2024 meeting. Amy Addison seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.

4. NEW BUSINESS

A. Personnel Issue

Chris Boswell advised the Board that earlier today (02/15/2024) a staff member holding the position of Utility Billing Associate had given resignation to accept a job within the BOC for more money. He advised that this position has been under review for several years due to an increase in workload and job tasks without being increased. He advised that he would like to offer \$21.00 an hour to the position and for immediate reclassification to titling to this position.

After discussion, Amy Addison made a motion to reclassify the current Utility Billing Associate position and increase the salary to \$21.00 per hour. Victor Stubbs seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.

5. OLD BUSINESS

A. Discussion of the Authority Bond Funds/Project List.

Amy Addison made a motion to approve the Water Meter System upgrade not to exceed \$2,500,000. Art Ford seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.

Chris Boswell advised the Board that the lowest bidder for the meter replacement labor portion of the project was M & E Construction from Forsyth Georgia for \$496,000.00 Hofstadter and Associates based on grading scale including familiarity, price, completed RFP, ability of company and staffing capability recommended M & E Construction for \$496,000.00

Aaron McCulley made a motion to accept the recommendation of Hofstadter and Associates to award M & E Construction as the installation contractor for \$496,000.00. Amy Addison seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison. Chairman George Walls opposed the motion. The motion passed.

B. Jet/Vac Truck Discussion

Chris Boswell advised the Board that the new long-awaited 2024 JetVac Truck has arrived. He referenced the memo explaining the minor issues and a written guarantee that JetVac would cover the cost of extending the engine warranty to 3YR/150K miles. The notice advised that with this warranty if there are any issues the Authority would just take the truck directly to the Freightliner Dealer where they would cover the repairs.

Amy Addison made a motion to accept the 2024 Jetvac truck and issue payment. Aaron McCulley seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.

6. **PUBLIC PERIOD TO ADDRESS THE BOARD - NONE**

7. **EXECUTIVE SESSION - NONE**

8. **PAYMENT OF BILLS**

WWPT Improvements
To be paid with 2022 Bond Funds
Draw 004

<u>Vendor</u>	<u>Amount</u>
Parrish Construction Group, INC (Request 04)	47,006.50
Hofstadter & Associates, Inc. (Inv306535510)	1,294.57

Total REQUESTED Payments \$ 48,301.07

AMI Implementation
To be paid with 2022 Bond Funds
Draw 001

<u>Vendor</u>	<u>Amount</u>
Hofstadter & Associates, Inc. (Inv30653501)	10,000.00

Total REQUESTED Payments \$ 10,000.00

Aaron McCulley made a motion to pay the presented bills for a total of \$58,301.07. Amy Addison seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.

9. **ADJOURNMENT**

Victor Stubbs made a motion to adjourn the meeting at 7:10 P.M. Amy Addison seconded the motion. Voting yea were Art Ford, Victor Stubbs, Aaron McCulley, and Amy Addison with no opposing votes. The motion passed.



Tricia Holmes, Secretary/Treasurer

March 21, 2024
Adopted