

JONESTOWN WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
MARCH 10, 2020

1. President Gregg Newcombe called the meeting to order at 7:03 pm.

Board members present: Bruce Covill, Gregg Newcombe, John Riddle, Tim Hawkins, Nadia Wills, Amy Fitzgerald, Liane Popham, Ron Sherrill and Jim Roberts (8:02)

Board members absent: None

Staff present: John Tichi and Karissa Kornegay

Members present: Don Swayne

Others present: Hayley Blocker and Keith Neffendorf
1. A Set Date of Next Regular Meeting – April 13, 2020.
2. Members and /or Public Comment:
None.
3. Approve Minutes
 - a) Regular Meeting minutes of February 11, 2020.
A motion was made to approve the Regular Meeting minutes of February 11, 2020.
Motion made by Tim Hawkins.
Seconded by Liane Popham.
The motion passed unopposed.
4. Financial Matters.
 - a) FY 2018-19 Audit Presentation by Keith Neffendorf, of Neffendorf & Knopp, P.C.
Keith Neffendorf presented the 2018-2019 audit and fielded questions regarding the same.
 - b) Secretary's Treasurer Report.
No report.
 - c) Approve Bills, Invoices and Other Payables.
After an extended period of question and answer regarding the bills, a motion was made to approve Bills, Invoices and Other Payables.
Motion made by Amy Fitzgerald.
Seconded by Ron Sherrill.
The motion passed unopposed.
 - d) Discuss/Approve Budget Amendments.
None.
5. President's Report Concerning Corporate Affairs.
President Gregg Newcombe reported that he and General Manager John Tichi have a meeting with the new City of Jonestown Administrator on Friday, March 13th.
6. Staff Report Concerning Operations and Management.
 - a) General Manager.

General Manager John Tichi covered items on his report and fielded questions regarding meter testing and water loss, recent issues with the mailed notification, cell tower concerns, labor issues and the Raw Water Line project. (report attached)

b) Office Manager

Office Manager Karissa Kornegay reported that there are 4 candidates for the 3 board positions in the upcoming election. She added that the online bill-pay service is improving (Report attached)

7. Committee Reports

a) Large Project Committee

President Gregg Newcombe reported that the LP Committee created a platform without the presence of the General Manager originally, and now they will be asking for the GM's input and recommendations going forward. He added that when the policy is ready to be presented to the Board, the Committee will present its version and then they will allow the GM time to present his thoughts regarding same for additional consideration.

8. Old Business

a) Discuss/Approve paying off USDA loans.

President Gregg Newcombe passed out a handout with specifics regarding current USDA loans. A motion was made to pay off Loan #1 and Loan #2 as referenced on the handout (attached), using funds from the JWSC Operating Reserve, and to authorize the President to move forward with refinancing Loans #3 and #4.

Motion made by Gregg Newcombe.

Seconded by Ron Sherrill.

The motion passed unopposed.

b) Discuss/Approve investing in CD's.

John Riddle explained items on the Capital Budget Spreadsheet (attached) and recommended that the Board not invest further in CD's considering the current state of interest rates.

c) Discuss/Approve Interlocal Cooperation Policy.

After some discussion, the Board decided to address this item at the April 13, 2020 meeting.

9. New Business

a) Discuss/Approve Appointment of Independent Election Auditor for the 2020 Annual Election

A motion was made to appoint Paul Johnson as the 2020 Independent Election Auditor.

Motion made by Liane Popham.

Seconded by Jim Roberts.

The motion passed unopposed.

b) Finalize and approve the ballot, agenda and meeting packet for the Annual Membership Meeting on April 20, 2020.

A motion was made to approve the ballot, agenda and meeting packet for the Annual Membership Meeting on April 20, 2020, with the noted amendments (see attached).

Motion made by Ron Sherrill.

Seconded by Tim Hawkins.

The motion passed unopposed.

c) Discuss/Approve Employee Policy Restriction on Director favors and Financial Arrangements (Liane Popham).

Motion was tabled to April 13, 2020 meeting.

10. Adjournment.
A motion was made to adjourn.
Motion made by John Riddle.
Seconded by Ron Sherrill.
The motion passed unopposed and the meeting was adjourned at 9:55 pm.

Minutes taken by Karissa Kornegay.