

Cabot Water & Wastewater Commission Meeting
December 20, 2011, 6:00 P.M.
Cabot Waterworks Administrative Office
#1 City Plaza, Suite B

Attendees: Gary Walker, Bert Mayer, Aaron Benzing, Wayne Cullins, Tim Joyner, Karen Ballard, Bruce Brown, and Erin Brogdon.

Gary Walker called the meeting to order at 6:00 P.M.
Aaron Benzing led the opening prayer.

Bert Mayer made a motion to approve the minutes of the meetings held on November 17, 2011, 2ND by Aaron Benzing, Motion Carried Unanimously.

GENERAL MANAGER'S REPORT:

The CAW NorthBelt Transmission Line is progressing well. CAW is forecasting to have the line in service by January 2012.

Wastewater Crews are working on the gravity sewer line at the high school lift station. The project should be complete by the end of next week. Water Crews are working on wrapping up the project on 4th & Cherry to improve fire flow.

The Hwy 5&89 Loop is still on hold due to the issue with Entergy; CWW will wait to proceed until there is a signed Deed from Entergy. There are only a few easements still pending with the remainder of the 5 & 89 Loop

FINANCIAL REPORT:

Bruce Brown presented the November Financial Report. Bert Mayer made a motion to approve the November Financial Report, 2nd by Wayne Cullins, Motion Carried unanimously.

BUSINESS ITEMS:

The Master Water Plan is still progressing with ANRC. ANRC tentatively scheduled a Public Hearing on January 12th. Ward asked for an extension. An update will be given at the January meeting.

CWW is currently waiting a response from NPWW regarding the NPWW customer acquisition.

Commissioners conducted their final review of the Preliminary 2012 Budget. Gary Walker made a motion to approve the 2012 Budget, 2nd by Bert Mayer, Motion Carried Unanimously.

Changes to the Personnel Handbook were presented to the Commissioners. Changes include eliminating sick leave and replacing it with a Paid-Time-Off (PTO) program. Staff was instructed to refine the policy and reduce the maximum time that may be accrued. Revisions will be presented at the January meeting.

Gary Walker made a motion to appoint Bert Mayer as Vice Chairman effective January 2012, 2nd by Aaron Benzing, Motion Carried Unanimously.

Gary Walker made a motion to appoint Wayne Cullins as Secretary effective January 2012, 2nd by Aaron Benzing, Motion Carried Unanimously.

NON AGENDA ITEMS:

Gary Walker made a motion to adjourn at 7:20p.m., 2nd by Bert Mayer, Motion Carried Unanimously.

Minutes prepared by Tiffany Brockinton.

Bert Mayer

COMMISSION SECRETARY
BERT MAYER