

Cabot Water & Wastewater Commission Meeting
September 24, 2020 AT 6:30 P.M.
Conference via Zoom due to COVID-19

Attendees: Gary Walker, Jim Burk, Richard Gray, Bert Mayer, Jon Steelman, Baxter Drennon, Karen Ballard, Bruce Brown, and Tim Joyner

Gary Walker called the meeting to order at 6:30 P.M.

Jim Burk led the opening prayer.

Bert Mayer made a motion to approve the minutes from August 27, 2020, 2nd by Richard Gray. Motion Carried unanimously.

GENERAL MANAGER'S REPORT:

Water Projects:

Crews continue leak repairs, meter installations and meter changeouts.

Wastewater Projects:

Contractors are currently installing clarifier drives and should be completed by next week.

Crews continue identifying I&I problems and correcting as they go.

Wastewater crews assisted with water leaks.

FINANCIAL REPORT:

Bruce presented the August Financial Report. Richard Gray made a motion to approve the Financial Report, 2nd by Jim Burk, Motion Carried Unanimously.

BUSINESS ITEMS:

Bid Award for manhole protective coating was reviewed. Bert Mayer made a motion to accept the bid from Midwest Infrastructure Coatings, LLC in the amount of \$29,500, 2nd by Jon Steelman. Motion Carried Unanimously.

Bert Mayer made a motion to accept the amended Standby Policy, 2nd by Richard Gray. Motion Carried Unanimously.

Personnel Policy Manual update was reviewed. Tabled until next October meeting after everyone reviews the policy.

Bert Mayer made a motion to extend the *Temporary Policy for Billing Office and Bill Due date during COVID-19 Emergency* through October 31, 2020, 2nd by Jim Burk. Motion Carried Unanimously.

NON-AGENDA ITEMS: NONE

PUBLIC INPUT: NONE

Gary Walker adjourned the meeting at 7:00pm

Minutes prepared by Karen Ballard



JIM BURK, COMMISSION SECRETARY