

**NICHOLSON WATER AUTHORITY
BOARD MEETING
FEBRUARY 13, 2024**

Board Members Present: Brock Wilson, Allen Love, John Ring, Roger Brock, Robert Akin
Staff present: Attorney Mike Pruett, Doug Kesler, Tosha Gaddis, Jeremy Owensby
Others: None

Chairman Brock Wilson called the meeting to order at 6:00 pm.

Pledge of allegiance.

APPROVAL OF MINUTES:

The minutes from January 9, 2024, were looked over. There was a motion by Roger Brock to accept the minutes as written. There was a second by Allen Love. All members agreed. The motion carried.

PUBLIC INPUT: None

REPORTS:

OPERATIONS

Doug Kesler – Wells are running good. Had to replace parts on the injector in Spud Palmer Well.

Jeremy Owensby – There were a few leaks at the beginning of January. We were able to fix them all, no problem. Doors for 3 well houses have been ordered and should be delivered this week. There was some discussion on water drainage issues at Hickory St Well. Jeremy was asked to get with Doyle with the City and work with him about cleaning the ditches to see if that would help some of the water to drain.

FINANCIALS-

All the financials provided were looked over. Brock Wilson asked Tosha Gaddis if we were up to date on QuickBooks. Tosha replied, yes, we are good, and everything is cleaned up. By the end of February all old Journal Entries will be cleared out. The board read Sabrina Sanderson's end report. Tosha Gaddis explained that Sabrina has offered to come in at the end of each month and work on the reconciliations. Tosha said that this keeps everyone in check. And that it keeps us in compliance with the Audit. The board wants to inquire on Sabrina Sanderson's charge for this before they move forward.

USAGE-

The water loss was a little high at 20% last month due to flushing Antioch Church Rd and a few leaks.

OTHER-

Unemployment was denied for former employer.

OLD BUSINESS:

EAGLE CREST

Discussion over agreements, procedures, Discussion over development expansion. Jeremy Owensby stated that the drawings from Bray Construction were drawn up and Engineer Mike Bledsoe signed off on them. We now need plans for the extension. Jeremy and Doug are to make sure that everything is done to meet our Water System Specifications. Discussion on if we want to look for one well site or two. Robert Akin said that we need a quality well over quantity.

Employee Policy Handbook

Mike Pruett explained that he made some decisions and choice of wordage. And that the board needs to read over what is presented to them and decide at a work session to finalize. There was a motion to table the policy handbook for a work session discussion by Roger Brock. There was a second made by Robert Akin. All members agreed. Motion carried.

NEW BUSINESS:

EAGLE CREST

Discussed in Old Business.

EQUIPMENT

Jeremy Owensby presented a price for the boring tool kit needed. The boring tool will allow NWA to do our own long side bores without hiring a 3rd party. There was a motion made by Allen Love to accept the price of \$5,314.70 for the boring tool kit. There was a second made by Robert Akin. All members agreed. The motion carried.

AMERICAN TANK MAINTENANCE

Tosha Gaddis read an email to the board from Massie Hughes with ATM. It stated that an ROV inspection on both tanks were completed on Monday, February 12, 2024. And that the crew would be back this same week to fix a lid hatch. A report would be put together in 7-14 days.

SERVLIN INSURANCE

25 Customers have opted out. Tosha Gaddis explained that she has a meeting set up with Servline for February 20th, so that she can get caught up with the system since she was not with NWA when it was implemented. Mike Pruett suggested that she look over the agreement as well.

DISCUSSION:

Job opening for technician. Doug Kesler stated that he would be retiring at the end of June, 2024. Doug and Jeremy are to look over the job description to make sure that everything is accurate in what they expect from a technician. We will be placing an ad soon to begin the application process.

There was a motion made by John Ring to adjourn. There was a second made by Roger Brock. All members agreed. The motion carried.