

## TUCKASEIGEE WATER & SEWER AUTHORITY

### BOARD MEETING

The Tuckasegee Water & Sewer Authority met **Tuesday, March 20, 2012** at 5:30 pm in the boardroom.

**Present:**

Randall Turpin, Chairman	Harold Hensley, Board Member
Mike Fitzgerald, Vice-Chairman	Robert Edwards, Board Member
Joe Cline, Director	Tom Sawyer, Board Member
Nancy Hoyle, Secretary	Jean Davenport, Board Member
Diane Sherrill, Attorney	Stacy Knotts, Board Member
Brenda Oliver, Board Member	

**Absent:** None.

**Chairman Turpin called the meeting to order.**

**Public Comment:** None.

**Approval of Minutes:** Board Minutes from February 21, 2012 were presented to the board for approval. Motion made by Brenda Oliver to approve board minutes. Harold Hensley seconded the motion. All Ayes.

**Agenda Additions or Deletions:** None.

**Review of New Information Regarding Water Tank Located on SCC Campus-** Engineer, Victor Lofquist was present to update the board on the possibility of TWSA leasing the water tank to SCC. Mr. Lofquist explained the new building currently being constructed on campus will be the only one with a sprinkler system. The other buildings require the water flow provided by this tank for fire protection. TWSA will own and maintain lines on campus and SCC will maintain the water tank. Jim Adams, with the state of NC, says TWSA would need to be

responsible for the quality of water going in and coming out of the tank. Mr. Stanley, with SCC, is expecting more information from the State.

**Review/Approve Job Announcement-Executive Director-** Chairman Turpin presented a rough draft of a job announcement to the board. The job description is for the position of Executive Director. Joe Cline turned in his resignation effective February 29, 2012. The board felt that all advertising should be contained in NC and a salary range will be listed in the announcement. It was also deemed that the individual selected will need to relocate to Jackson County within six months of being hired. A motion to approve the refined job announcement was made by Mike Fitzgerald. Tom Sawyer seconded the motion. All Ayes.

**Review/Approve RFP-Buyers Agent-Cashiers-** Chairman Turpin presented a rough draft of a RFP- Buyers Guide to the board of directors for approval. The RFP deals with the search for property in the Cashiers area on which TWSA intends to build a new sewer plant. The board agrees they would like to have an agent within sixty days and would like the agents interested in applying to contact the main office. A motion to approve the RFP was made by Tom Sawyer. Stacy Knots seconded the motion. All Ayes.

**Motion made by Mike Fitzgerald to go into Closed Session to discuss Personnel Matters pursuant to GS 143-318.11 (a)(6) . Seconded by Brenda Oliver. All Ayes**

**Motion made by Tom Sawyer to return to Open Session. Seconded by Robert Edwards. All Ayes.**

**Organizational Updates:**

Presented to the board by Randall Turpin-

-Engineer, Matt Sams returned to Sylva to take an additional look at the sink hole located at Colonial Square. More information will be gathered by Doug Siquefield, owner of said property, and released to Risk Management Insurance adjustor, Michael Bryant.

-TWSA will sponsor "Concert on the Creek" during the Labor Day weekend. A band has been booked and arrangements are being made. More details will follow.

-The Chamber of Commerce will have their annual Golf Tournament at High Hampton on April 25<sup>th</sup>. TWSA will once again sponsor a "hole."

- Administrative staff will receive CPR training.
- The WASP Committee meeting has been delayed due to a lack of response. A second letter has been sent and the meeting will be rescheduled.
- There was a larceny at Pump Station #3 in Dillsboro, the same station hit by lightning in December. A section of wire was taken.
- Additional lighting for the parking lot is currently being discussed by Mr. Turpin and Electrician, Charlie Proctor, at an estimated cost of \$3,000.00.
- Perimeters are being set for possibly releasing an additional 20,000 gallons of sewer allocation in the Cashiers area.

Mike Fitzgerald made a motion to adjourn. Harold Hensley seconded the motion. All Ayes.

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**Randall Turpin, Chairman**

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**Nancy Hoyle, Secretary**