

**EASTOVER SANITARY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Tuesday, October 25, 2016**

Chairman Johnson called the regular meeting of the Eastover Sanitary District to order on Tuesday, October 25, 2016 at 5:30 p.m.

BOARD MEMBERS PRESENT

Chairman Morgan Johnson, Secretary Helen Crumpler

BOARD MEMBERS ABSENT

Vice Chairman Liz Reeser

STAFF PRESENT

District Manager Connie Spell, Bob Tucker County Finance, Attorney Thomas Neville, Dave Strum Envirolink, Lisa Lloyd Clerk to the Board.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was rendered by Bob Tucker, followed by the Pledge of Allegiance.

1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS

Motion was made by Crumpler, seconded by Johnson and carried unanimously to approve the agenda.

2. PUBLIC FORUM – None

3. APPROVAL OF CONSENT AGENDA

Motion was made by Johnson, seconded by Crumpler and carried unanimously to approve the consent agenda as presented:

- a. Minutes of the September 27, 2016 Regular Meeting.
- b. Approval of the Financial Statement ending September 30, 2016.

4. NEW BUSINESS/DISCUSSION ITEMS

a. Update of Lexington Sewer Lift Station

The Board discussed that while the Lexington lift station was the only one affected by the hurricane, the entire station was damaged. Dave Strum stressed that the flood exerted such pressure on the lift station that it could not withstand it and now must be completely rebuilt.

b. Engineering General Services Agreement

The District Manager stated that the board asked that she submit three (3) Engineering firms that could provide engineering services on a case by case project.

Three firms: McGill Associates Engineering, Withers & Ravenel, Triangle Civilworks, P.A.

The District Manager recommended that we move forward with obtaining an "on call" engineer. This would be job specific.

Motion was made by Johnson, seconded by Crumpler and carried unanimously to authorize the District Manager to obtain a General Services Agreement with McGill Associates engineering firm to have as one of our On-Call Engineering consultants.

c. Bad Debts – Write Off

The District Manager mentioned that The Board of Directors had previously approved a Write-Off Policy for bad debts. Attached is a list of the recommended write off list as of June 30, 2016. ESD has used all reasonable collection efforts to collect the accounts. The accounts will remain in our system and the customer would be required to pay the bad debt to establish service in the future. All the accounts with a balance over \$50.00 and a SSN was available has been submitted to the North Carolina Debt Setoff Program. So basically, we could still collect the unpaid balance over the next 10 years.

The bad debts are for the period of July 1, 2015 – June 30, 2016.

The total Bad Debts - \$5,659.81

Motion was made by Johnson, seconded by Crumpler to approve the recommended write off list for bad debts as presented.

d. Manager's Report October 25, 2016

1. Ethics Training – The Eastover Board of Directors have completed the required Ethics Training.

2. Update on Delinquent Availability Fees Collection:

- Attorney Yarborough mailed 9 letter to customers for unpaid availability fees
- 1 customer paid in full
- 1 customer paid ½ of the balance due and has made pay arrangements for the balance.
- 1 customer's letter has been returned for incorrect addresses. We have mailed to property address and the address found on the tax records.
- Attorney Yarborough is proceeding with court action on the remaining six accounts.

e. Envirolink Monthly Report

Dave Strum presented the Activity Report for month ending September 2016.

(A copy of the monthly activity report is hereby attached as Exhibit "A" and part of the official minutes).

5. CLOSED SESSION-None

6. ADJOURNMENT

With no further business, the meeting was adjourned at 6:05 p.m.

Morgan Johnson, Chairman

Lisa W. Lloyd, Clerk to the Board