



***GATE CITY SANITATION AUTHORITY MINUTES  
JANUARY 11, 2012  
156 E. JACKSON ST.  
6:00 PM***

**I. CALL TO ORDER**

Jim Craft, Chairman, called the meeting to order at 6:00 P.M.

**II. ROLL CALL –Town Clerk Kathy Riley**

PRESENT: Chairman, Jim Craft  
Vice-Chair, Dewey Breeding  
Council Member, Roger Cassell  
Board Member, Daris Hartsock  
Board Member, Rodney Baker  
ABSENT : Acting Town Manager, Mark Jenkins

Others present: Town Attorney, Michele B. Brooks

**III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATIONS OF OATHS ON INTRODUCTION OF GUESTS.**

- **Jim Craft resigning as Chairman on Sanitation Authority, but remain on Sanitation Authority as Board Member.**

**Motion made for the Sanitation Board to accept Jim Craft's resignation as Chairman, but remains as Board Member.**

Motion by: D. Breed, Vice Chair      2<sup>nd</sup> by: R. Baker, Board Member  
VOTE: Yeas,                              4  
      Nays,                                 0  
      Absent,                              0

**IV. CONSENT ADGENDA**

- **Approval of Bills.**

**Council Member, R. Cassell** – Discusses last receipt of PSA bill being September, with a letter being sent by Treasurer regarding October-December bills.

**Town Attorney, M. Brooks** – States she left message with Mr. Danko regarding that as well with Chris to send another letter requesting timely submission of bill. Suggests to Jim Craft, now would be a good time to nominate a new Chair due to your resignation. Suggests Dewey moderate the meeting until the new chair is elected.  
**Vice-Chair, D. Breeding** – Takes over the Sanitation Authority meeting.

- **Motion made to approve payment of bills for December, 2011.**

Motion by: Board Member, R. Baker 2<sup>nd</sup> by: Board Member, D. Hartsock.

VOTE: Yeas, 4  
Nays, 0  
Absent 0

- **Approval of Sanitation Minutes**

**Motion made to approve Minutes for December 14, 2011.**

Motion by: Council Member, R. Cassell 2<sup>nd</sup> by: Board Member, D. Hartsock

VOTE: Yeas, 4  
Nays, 0  
Absent 0

**V. COMMUNICATIONS**

- **David Rose, Davenport & Company regarding refinancing information.**

Distributes a presentation to all members of the Sanitation Authority Board. Discusses refinancing opportunities in Rural Development loans and other potential loans, requesting authorization to research loan opportunities and answers questions from Board Members after his presentation.

**Motion made to request town staff to proceed with actions presented by Mr. Rose.**

Motion by: Board Member, R. Baker 2<sup>nd</sup> by: Board Member, J. Craft

VOTE: Yeas, 4  
Nays, 0  
Absent, 0

**VI. PUBLIC COMMENT - None**

**VII. UNFINISHED BUSINESS**

**Town Attorney, M. Brooks** – Discusses writing a letter to Mr. Carrico, saw him in court today and he is still looking for contract. Spoke with Mr. Jennings last week and he is trying to get contract from Mr. Carrico as well. He said he never saw it and never came before the Sanitation Authority. States unless there is a contract, it does not appear to her there is any agreement to pay his sewer. From the minutes it was discussed, but never voted on.

**Council Member, R. Cassell** – State with talking with Treasurer, there has been water reimbursement, but never sewer.

**Town Attorney, M. Brooks** – States doesn't see any evidence and if Mr. Carrico has a contract stating we are obligated to pay, then we'll pay, but in the absence of a contract that would be for the Authority to decide.

**Vice Chair, D. Breeding** – Asks if action needs to be taken.

**Town Attorney, M. Brooks** – Not at this point.

**Vice Chair, D. Breeding** – States if someone comes up with a contract then we can go from there.

**Town Attorney, M. Brooks** – States Town Clerk researched past minutes and files for contract and there is nothing here (Town Hall) that indicates it. Discusses proposed amendment to the by-laws with the meeting time reflects meeting to be held on the first Monday of every month at 7:30 p.m. under Article 7, along with the need to amend the number of members.

**Board Member, R. Baker** – Reviews wording of amendment presented by Town Attorney, with possible alternatives.

**Town Attorney, M. Brooks** – Explains current wording is “shall have five members” and explains the reasoning is to be able to meet if someone would resign requiring a minimum of three members to meet.

**Board Member, R. Baker** – Questions tie breaker in vote?

**Board Member, D. Hartsock** – States what Town Attorney wrote looks good to him.

**Town Attorney, M. Brooks** – States by-laws states every two years to elect officers. Every two years in July are supposed to elect officers.

**Council Member, R. Cassell** – Agrees with Daris, he's fine with the wording and suggests amendments be made.

**Motion made to make an amendment to the by-laws (Article 3.1) regarding the membership to read as “the Authority shall consist of a maximum of five members, but shall have a minimum of four members at all times.”**

Motion by: Board Member, R. Baker 2<sup>nd</sup> by Council Member, R. Cassell

VOTE:	Yeas,	4
	Nays,	0
	Absent,	0

**Town Attorney, M. Brooks** – Instructs the Town Clerk to place it on the agenda for Town Council to approve.

**Board Member, R. Baker** – Discusses possible wording regarding meeting times for Sanitation Authority with wording for possible change of dates.

**Motion made to make an amendment to Article 7.1 to read, “shall be held on second Wednesday of each month at 6:00 p.m.” or agreed upon by the Authority and noticed.**

Motion by: Board Member, R. Baker 2<sup>nd</sup> by: Council Member, J. Craft

VOTE:	Yeas,	4
	Nays,	0
	Absent,	0

## **VIII. NEW BUSINESS**

- **Appointment of Chairman for Sanitation Meeting**

**Motion made to nominate Roger Cassell as Chairman.**

Motion by: Vice Chair, D. Breeding 2<sup>nd</sup> by: Board Member, R. Baker

VOTE: Yeas, 3  
 Nays, 0  
 Absent, 0  
 Abstain, 1 – R. Cassell

**Motion made that the nomination cease and accepts Mr. Cassell by acclimation.**

Motion by: Board Member, R. Baker 2<sup>nd</sup> by: Board Member, J. Craft

VOTE: Yeas, 3  
 Nays, 0  
 Absent, 0  
 Abstain, 1 – R. Cassell

**IX. OTHER BUSINESS**

**Chairman/Council Member, R. Cassell** – Advises Board no action has been taken by Council regarding the water and sewer rates with having to have another Public Hearing before anything can be done. Asked Andy Miles to provide scenarios for best solution regarding rates and provides possible variables that will work best with least impact.

**Board Member, R. Baker** – Asks if the refinancing of loans will have any effect with the deficit?

**Town Attorney, M. Brooks** – Replies it will, some, but explains the deficit in the 2011 audit and new grant loans that haven't been factored in.

**Chairman/Council Member, R. Cassell** – Between Chris and Andy, hopefully by next month we'll have a suggestion with not giving ourselves a definite deadline until we have reviewed all scenarios, hoping for February for the rate increase. Asks for Board's blessing to attend the next PSA meeting and do a presentation, thinking the board is not aware of what is going on. States PSA's failure to provide bills in timely manner places payment of last year's bills into the 2012 budget versus 2011 budget.

**Town Attorney, M. Brooks** – Suggests she attend also.

**Chairman/Council Member, R. Cassell** – Stated a Council Member had stressed we have representation on that board. We have been told in past we can't vote, but to have someone there to speak up is better than nothing. Asks, if we have to find out from Sally (Kegley) on how to approach that.

**Board Member, J. Craft** – Agrees they don't seem to want us on there.

**Chairman/Council/Member, R. Cassell** – Re-asks for Board's blessing for his attending the PSA meeting.

**Board Member, R. Baker and Vice Chair, D. Breeding** – Thinks it is a good idea.

**Chairman/Council Member, R. Cassell** – Discusses it has been a year since the last meter calibration, last done in November.

**Board Member, J. Craft** – Asks if we ever got our meter installed?

**Chairman/Council Member, R. Cassell** – Replies, yes and it is on-line. States questions asked about % on the flow from Council meeting.

**Town Attorney, M. Brooks** – States the contract is vague regarding that. A portion is based on the % of our flow.

**X. ADJOURN**

**Motion made for Board to adjourn to next regularly scheduled Sanitation Meeting on February 8, 2012 at 6:00 p.m.**

Motion by: Vice Chair, D. Breeding 2<sup>nd</sup> by: Board Member, R. Baker

VOTE:	Yeas,	4
	Nays,	0
	Absent,	0

Chairman/Council Member, Roger Cassell, adjourned the meeting at 7:15 P.M.

---

Roger Cassell – Chairman/Council Member

---

Kathy Riley – Town Clerk