



**GATE CITY SANITATION AUTHORITY AGENDA**  
**MARCH 12, 2014**  
**156 E. JACKSON ST.**  
**6:00 PM**

**I. CALL TO ORDER**

Roger Cassell, Chairman/Council Member called the meeting to order at 6:01 P.M.

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

PRESENT: Chairman/Council Member, Roger Cassell  
Vice-Chair, Daris Hartsock  
Board Member, Jim Craft  
Board Member, Dewey Breeding  
Board Member, Rodney Baker  
Town Attorney, Michele Brooks  
Town Manager, Greg Jones

Others present: None

**III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATIONS OF OATHS ON INTRODUCTION OF GUESTS. - None**

**IV. CONSENT ADGENDA**

• **Approval of Bills.**

**Motion made to approve payment of bills for January AND February, 2014.**

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

VOTE: Yeas, 5  
Nays, 0  
Absent, 0  
Abstain, 0

**V. APPROVAL OF MINUTES**

• **Approval of Minutes**

**Motion made to approve minutes of the Sanitation Authority Meeting minutes from January 8, 2014 and February 12, 2014.**

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

VOTE: Yeas, 5  
Nays, 0  
Absent, 0  
Abstain, 0

**VI. COMMUNICATION - None**

**VII. PUBLIC COMMENT – No public comment.**

**VIII. UNFINISHED BUSINESS**

- **Sewer policy “Draft 3-12-2014”** – Town Manager, G. Jones, informed the Board of his presenting the policy to the Rural Water Association that have a couple circuit riders who are retired personnel from other localities with an individual who looked at it with 30 plus years of experience in the sanitation business with him making a few changes and additions to the policy. Mr. Jones feels it is a pretty complete policy and comfortable enough to go with a Public Hearing. Chairman/Council Member, R. Cassell, asked if the Board would want to entertain a motion to have a Public Hearing at the April meeting. The consensus of the Board and Town Attorney, M. Brooks was to wait till the April meeting so it can be reviewed by them. Chairman/Council Member, R. Cassell, asked about the status of the sewer line extension at Sherman and Elliott Street. Town Manager, G. Jones, informed him there is a work order that has been prepared for it, just waiting for better weather. Chairman/Council Member, R. Cassell, informed the Board of the Falins wanting to tap into the extension too. Mr. Jones also discussed a sewer camera coming from Rural Water in April to borrow to see what is going on inside the system that will be at no cost to the town. Board Member, D. Breeding, asked about the status of the smoke test, if it was complete. Town Manager, G. Jones, explained it was not complete, we still have the smoke test equipment and the need to wait until the approval of the Sanitary Sewer Policy goes into effect to enforce some of the issue before we continue with the smoke testing. Chairman/Council Member, R. Cassell, commented about the bill received from PSA with a comment that Boggs Municipal Services had came out and changed a pipe on their meter to make it read more accurate and questioned if there was a problem all along. Town Manager, G. Jones, informed the Board he was tracking the numbers, preparing a comprehensive report, repair work has been done to their meter and has been accurate since then. He has no meter readings from last summer, but our meter is running right along with theirs. What has stood out the most is on the low flow days it was fairly accurate and the high flow days their reading was registering higher than our reading. He provided percentage differences with the readings. He stated, since the repair, it appears to be more consistent. He said he would share this information with the Board, once more info is compiled. Chairman/Council Member, R. Cassell, questioned an entry on the PSA bill for \$180.00 charging the Town for the calibration of their meter. He stated the agreement is to calibrate their meter at their expense, unless the Town requested it. Town

Attorney, M. Brooks, read from the agreement between PSA and the Town the calibration of the meter is to be performed once a year at PSA's expense.

**IX. NEW BUSINESS**

- **Inter-local agreement between Sanitation Authority and Kingsport, TN** – Chairman/Council Member, R. Cassell, explained about an agreement with the City of Kingsport that was not signed, when Jeremy was here, regarding the Town's ability to rent their equipment, even use of a garbage truck using their driver. He stated he felt it was a good idea to have it. Board Member, R. Baker, stated when equipment is not being used it creates a problem of it not being reliable. He stated he felt it was a good idea too. Town Attorney, M. Brooks, informed the Board she had reviewed the agreement and it is fine. Chairman/Council Member, R. Cassell, stated it listed about 43 items of equipment that will be available for the Town to use, with the provision that it would be their driver to operate the equipment. Board Member, R. Baker, asked if it would be signed by the Town Manager or go to the Town Council. Town Attorney, M. Brooks, stated it would go to both because it would depend on the pull of funds. The Sanitation Authority only authorizes funds for the Sanitation Authority and Council would have to do anything else, so both boards would have to approve it.

**Motion made for the Sanitation Board to approve entering into this Inter-Local Agreement with the City of Kingsport and authorizing the Town Manager to sign all necessary documents.**

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

VOTE: Yeas, 5  
Nays, 0  
Absent, 0  
Abstain, 0

**X. OTHER BUSINESS - None**

**XI. ADJOURN**

**Motion made for Board to adjourn to next regularly scheduled Sanitation Meeting on April 9, 2014 at 6:00 p.m.**

Motion by: Board Member, D. Breeding 2<sup>nd</sup> by: Vice Chairman, D. Hartsock

VOTE: Yeas, 5  
Nays, 0  
Absent, 0  
Abstain, 0

Chairman/Council Member, Roger Cassell, adjourned the meeting at 6:28 P.M.

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Roger Cassell – Chairman/Council Member

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Town Clerk – Kathy Riley