# MEETING NOTICE

**A regular Eatonton Putnam Water & Sewer Authority meeting will be held on Wednesday, June 18, 2025, at 4:30 p.m. at the Eatonton-Putnam Water & Sewer Authority office located at 663 Godfrey Rd. Eatonton GA 31024.**

1. Call to Order: Chairman Bill Sharp
2. Invocation – Mike Rowland
3. Announcement of Sign-Ups for Public Comments & Agenda Items
4. Public Comments & Agenda Items
5. Approval of Agenda
6. Approval of Minutes
    a. Approval of Minutes from May 19, 2025, scheduled meeting
7. Financial Report for the period ending May 2025
8. BOARD DISCUSSION / ACTION AGENDA ITEMS
    a. Altitude Valve Replacement at the Horton Industrial Elevated Storage Tank – Discussion/Possible Action
    b. Procurement Policy Adoption – Discussion/Psossible Action
    c. Additional Work Required Spring Rd Water Main Installation – Discussion/Possible Action
9. Report of Inframark LLC/ESG Operations regarding operations, management, and maintenance of utility and facilities.
10. Staff Reports
    a. ARPA projects update
    b. Report on progress and status of 2024 annual audit
11. Board Member Reports
12. Adjournment

*The EPWSA Board reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the EPWSA Board, staff, and members of the public exceeds the legal limits. The meeting cannot be closed to the public except by a majority vote of a quorum present for the meeting. The board can vote to go into an executive session on a legally exempt matter during a public meeting even if not advertised or listed on the agenda.*

# Eatonton-Putnam Water & Sewer Authority
## June 18, 2025
## Regular Meeting
## 4:30 p.m.

Present
John Reid
Bill Sharp
Jay Gregory
Mike Rowland
Judd Doster

Invocation
Mike Rowland gave the invocation.

Announcements of Sign Ups for Public Comments & Agenda Items; Reading of Rules for Public Comments
None at this time

Public Comments & Agenda Items
There were no public comments at this time

Approval of Agenda
Motion by Judd Doster, seconded by Mike Rowland, to approve the agenda for June 18, 2025, meeting with the addition of item 8d. Insurance Renewal. All Approved.

Approval of Minutes
Motion by Judd Doster, seconded by Mike Rowland, to approve the minutes of the May 21, 2025, meeting. All Approved.

Financial Report for period ending May 2025 Status Update Concerning Annual Rebate Accounts
Brice Doolittle presented the monthly financial statement for the period ending May 2025. The reported financial summary is appended to these minutes and made a part hereof.

## BOARD ACTION AGENDA ITEMS

a. Altitude Valve Replacement at the Horton Industrial Elevated Storage Tank – Discussion/Possible Action Brice Doolittle provided a report on the altitude valve that was broken on the Horton Tank which required replacement in order to maintain proper pressure in the tank. Quotes for the necessary repairs were solicited, and three responses were received. Following a review of the three quotes a motion was made by Judd Doster to select Cornerstone Mechanical for the repair of the valve for the Horton Industrial Tank for an amount not to exceed $34,565.90. The motion was seconded by Mike Rowlan. All Approved.

b. Procurement Policy Adoption – Discussion/Possible Action Following discussion of the need to update the current Procurement Policy of the Authority in order to be consistent with audit requirements of the ARPA Funding a motion was made by Judd Doster seconded by Mike Rowland to approve an amendment to the Procurement Policy of the Authority subject to the final approval for the Authority's General Counsel that the amendment meets the requirements of the ARPA review and audit process. Motion passed with each member voting yes.

c. Additional Work Required Spring Road Water Main Installation – Discussion/Possible action Mr. Doolittle advised that the installation of the new water main would possibly require blasting on Spring Road. He requested a blasting budget not to exceed a price of $20,00. A motion was made by Judd Doster, seconded by Jay Gregory to authorize the expenditure of up to $20,000 for blasting associated with the installation of the Spring Road Water Main. The motion passed unanimously.

d. Annual Insurance renewal. Review of proposed insurance coverage renewal and associated premium for period commencing July 1, 2025. The proposal/quote was presented by Mr. Doolittle. Mr. Doster suggested securing pricing associated with a larger deductible. Upon discussion the motion was made by Mr. Rowland to approve the coverage and premium as presented due to the renewal date of July 1 and request Mr. Doolittle to secure additional quotes with larger deductibles for the Authority's consideration for the July meeting. Mr. Gregory seconded the motion which passed unanimously. A copy of the proposal for renewal and associated premium is appended to the minutes and made a part hereof.

## Report of ESG Operations, Inc. regarding operations, management and maintenance of utility and facilities

Brice Doolittle provided a detailed update regarding operations, management, and maintenance of utility facilities since the May meeting of the Authority as performed by ESG Operations, Inc. The published report of ESG Operations for the month of May is appended to these minutes and is made a part hereof.

**Staff Reports**

A general discussion updating the Authority on the following topics was led by Mr. Doolittle:

a. ARPA Projects Update inclusive of the report of Charlie Bridges of ESG Engineering
b. Report on progress status of 2024 annual audit.

**Board Member Reports**

A request to make a report was not made by any Member.

**Adjournment**

Meeting was adjourned at 5:30 p.m.

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Chairman

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Secretary