

Cumberland Plateau Water Authority

Scheduled Meeting

June 17, 2024

Meeting Location: Cumberland Medical Center, Conference Rooms A&B, Crossville, TN.

Board Members Present: Kevin Chamberlin, Greg Hanson, Jeff Freitag, Missy Sliger, Sean Stephens, Greg Tabor

Board Members Absent: Thom Hassler

Mr. Hanson calls the meeting to order with a quorum present.

Approval of April Minutes

- Motion from Mr. Tabor to approve, Second from Mr. Stephens. Unanimously approved

Review Financial Report – May 2024

- Motion from Mr. Chamberlin to approve, Second from Mr. Stephens. Unanimously approved

Old Business

- Hiring of General Manager
 - o Mr. Stephens mentioned that two local individuals have reached out with interest in the position. Mr. Chadwell has assisted in contacting TAUD in order for the board to advertise through their platform.
 - o Mr. Stephens has received language from TAUD to incorporate in the board's job posting.
 - o Mr. Stephens brought up the desire to have members of the local existing utility districts to be a part of the interview process.
 - o Mr. Hanson agrees with the idea of having the interview process involving a combination of board members and board members / employees of local utility districts. Mr. Hanson mentioned that having potential top candidates interview in front of the full board at a separate meeting.
 - o Mr. Freitag mentioned opening it up to the local utilities but to not require their involvement in the interview process if they wish not to take part.
 - o Mr. Stephens said that utilizing local media to help boost the job posting in addition to TAUD should be enough to generate a sufficient list of candidates.
 - o Mr. Chamberlin moves to give the sub-committee power to select interviewers via the CPWA board and local utility board members or employees to be a part of the interview committee for candidates. Mr. Freitag seconds. Unanimously approved.
- CPWA Web Page

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- Mr. Stephens has populated the web page with some board information and will share the password with the board so that meeting minutes, by-laws, financial reports, etc. may be uploaded and shared through the website to the public.

New Business

- Second Quarter Federal Tax Reporting
- FY25 Operating Budget
 - Mr. Hanson brought forward a budget item to include for a salary for the general manager. Mr. Hanson requested feedback on the budget before it gets sent in to the comptroller's office for approval before the next board meeting.
 - Mr. Stephens has found survey information from the American Waterworks Association that will give salary information for similar positions.
 - Mr. Tabor moves to approve the purchase of this survey information. Mr. Chamberlin seconds. Unanimously approved.
- TAUD Conferences – Gatlinburg
 - Business Conference – August 7th thru 9th
 - Utility Leadership Conference – October 30th thru November 1st
 - All CPWA board members are required to get 6 credit hours of continuing education.
- Crab Orchard Proposed Agreement with Harriman Utility Board
 - Mr. Chadwell informed the board that the goal of the agreement would be for Crab Orchard Utility would be able to receive water from HUB. If the Crab Orchard Utility District were to consummate said agreement with the Harriman Utility Board, this would be something that the CPWA would want to consider as the CPWA would then be responsible for said agreement. Agreement would be for up to 500,000 gallons/day.

Public Comment

- Mr. Everett Bolin brought forward the information that benefits packages on offer to Authority employees are available within the act. TAUD's website contains information on this as well as information for the board to consider adopting a travel policy for approval in order to have back-up for reimbursing travel expenses for board members.

Mr. Chamberlin makes a motion to adjourn. Mr. Freitag seconded. Meeting is adjourned.

Next Meeting – July 15th at 6pm to be held at Cumberland Medical Center, Conference Rooms A & B.

Meeting minutes requested to be sent to:

- Jeanne Geib – Jeanne.geib@yahoo.com

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- Rob Harrison – rob.harrison@crossvilletn.gov
- Tim Begley – tim.begley@crossvilletn.gov

Greg Hanson

Chairman

Sean Stephens

Vice-Chairman

Kevin Chamberlin

Secretary