

I. Call to Order – Chairman Hawkins

Authority Chairman Hawkins (Washington County), Vice Chairman Erickson (Holmes County) and Director Brooks (City of Bonifay) were in attendance.

II. Invocation – Chairman Hawkins

III. Pledge of Allegiance – Chairman Hawkins

IV. Public Comment – None

V. Minutes

M 1 – Approval of the July 28, 2020 Board Meeting Minutes – **(Motion carried)**

VI. Consent Agenda

CA 1 – List of Invoices to be Paid – **Motion approved**

CA 2 – Other Items

VII. Finance and Administration

FA 1 – Monthly Financial Report: YTD Budget vs. Actuals through July 31, 2020

Not an action item

FA 2 – Recommendation for Insurance – **Moved by Hawkins**

Minimum premium

Will allow to make quarterly payments, 4 payments of \$2,575.75 (updated in FY 2021 Budget Projections)

Would recommend binding coverage with Florida Municipal Trust for the insurance needs

Even as a representative in the jurisdictional area the insurance will not cover you from your county.

Tried wave/ board members be covered by errors or omissions by their own city policy (advised against it)

FA 3 – Presentation of Tentative Budget for Fiscal Year 2021 – **Moved by Hawkins**

FA 4 – Audit Service Recommendation

Issued RFQ

Need to form audit committee

Hopeful – hold committee meeting in September board meeting 15 minutes prior

FA 5 – Other Items

Line of credit

Approved manager to allow line of credit

Documents have been sent

More information will be given in September

VIII. Operations

OP 1 – Engineering Progress Report

Dewberry fulfilled request

OP 2 – Status of David H. Melvin CEI Services

Contract with above to do the services

OP 3 – Approval of Contractor to Construct Water and Sewer Project – **Moved by Hawkins**

OP 4 – Approval of Contract with Dewberry Engineering for Construction Engineering Services  
– **Moved by Hawkins**

OP 5 – Other Items

IX. System Manager

SM 1 – Other Items

X. General Counsel

GC 1 – Other Items

XI. Board

BD 1 – Other Items

XII. Adjourn – Vice Chairman Erickson offered a motion to adjourn

9/14/2020  
Date Minutes Approved