

I. Call to Order – Chairman Hawkins

Authority Chairman Hawkins (Washington County), Director 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. General Counsel

GC 1 – Resolution Establishing Policy for the Conduct of Authority Board Meetings by Communications Media Technology (CMT) – **Director Brooks, Director Erickson (Motion Carried)**

GC 2 – Other Items

VI. Minutes – M 1 Approval of the March 9, 2020 Board Meeting Minutes – **Director Erickson, Director Brooks (Motion Carried)**

VII. Consent Agenda

CA 1 – List of Invoices to be Paid – **Director Erickson, Director Brooks (Motion Carried)**

- NGN \$3,029.80
- GSG \$2,596.00
- GSG \$875.00
- NGN \$1,466.20
- NGN \$236.25 (Grant Eligible)
- NGN \$393.75 (Grant Eligible)

CA 2 – Other Items

VIII. Finance and Administration

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

Krystal Strickland, GSG, informed the Board that she would recommend adopting another Revenue Sharing Agreement outlining that both Holmes County and Washington County would contribute \$50,000 each in July 2020 and another \$50,000 in December 2020 for a total additional contribution of \$200,000.

Due to the change in the construction/engineering schedule, the Authority requires these funds.

Chairman Hawkins expressed that these funds were not budgeted by Washington County or Holmes County, however this money would need to be accounted for in the next FY budget. Krystal Strickland also proposed the option of a line of credit.

Chairman Hawkins requested that a preliminary budget be brought to the next Authority Board Meeting.

FA 2 – Other Items

#### IX. Operations

OP 1 – Engineering Progress Report and Approval of Updated Design of the Project's Water and Sewer Facilities – **Director Erickson, Director Brooks (Motion Carried)**

Engineer, Jerry Connolly, confirmed that a 6" line could not be permitted. He believes that a good compromise would be to run a 3" line along the 6" line. This would be permitted by, and has already been discussed with, the Department of Environmental Protection. The DEP informed engineers that it would want the 3" line to run all the way to the south lift station. The 3" line would cost an extra \$100,000. They will also add a 10" dry-line force main.

Additionally, engineer, Alex Rouchaleau, has sized pumps and will send all information to Amir by Monday, April 27, 2020.

The permit should be approved by the May Board Meeting and will be ready to bid. Chairman Hawkins requested a draft Invitation to Bid be brought to the next Board Meeting. Once it is approved, it will be solicited.

OP 2 – Other Items

#### X. System Manager

SM 1 – Discussion of the May 2020 Board Meeting

Staff recommended cancelling or rescheduling the May 11, 2020 Board Meeting. Chairman Hawkins requested that the May meeting be cancelled, but rescheduled. Staff will maintain close contact with engineers, Cliff Knauer and Amir Zafar, and will reschedule the meeting for later in the month once a permit has been approved.

SM 2 – Other Items

#### XI. Board

BD 1 – Other Items

XII. Adjourn – Chairman Hawkins offered a motion to adjourn.

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Date Minutes Approved