

I - Call to Order Tray Hawkins, Chairman

II - Invocation - Tray Hawkins, Chairman

I - Pledge of Allegiance

II - Citizens to Be Heard none

Authority Chairman Tray Hawkins (Washington County); Jeff Good (Holmes County)
Ryan Martin (City of Bonifay) – All members were present.

III - Minutes

M 1 Approval of the November 14, 2022, Board Meeting Minutes

Chairman Hawkins offered a motion, moved by Mr. Jeff Good and Seconded by Ryan Martin-Motion Carried

IV - Consent Agenda

CA 1 List of Invoices to be Paid

CA 2 Other Items

Chairman Hawkins offered a motion moved by Mr. Jeff Good and Seconded by Ryan Martin- Motion Carried

V - Finance and Administration

FA 1 Finance Report: YTD Budget vs. Actuals through 12/31/2022

- Rita Odom presented to the board that everything was going according to schedule.
- Chairman Hawkins spoke with the auditors and said that the audit is completed and the authority is in good standing.
- Chairman Hawkins, Washington County, will have the payment to us and bring it to the next Washington County BOCC meeting for further discussion.
- Holmes and Washington Counties will provide the board clerk with executed copies of the revenue-sharing agreement.

FA 2 Other Items

VIII - Operations

OP 1 Other Items

- US Water will start providing the board with a quarterly status report beginning in February, with the maintenance flushings starting in February.
- Chairman Hawkins and Dr. Hawkins's business is moving forward in the corridor. Who should pay for the extension of the lateral the business owns or the Authority?
- Robert Sheets will provide the board with a status report from Jeremy about the lateral and share it with the board at the next meeting.

IX System Manager

SM 1 Discussion of 2023 Proposed Regular Board Meeting Schedule

- Robert Sheets, GSG: discuss with the board to consider bi-monthly meeting
- Chairman Hawkins, Washington County, his question was about the monthly bills and utility payments. If the board should consider bi-monthly, how would we handle invoice payments?

- Evan Rosenthal, NGN, recommends we return to the board with a plan for handling payments. Option 1. would be to delegate authority to the system manager to make those payments and bring a report to the board at the next meeting.
- Moved to the February Board meeting for further discussion

SM 2 Election of Board Officers

- Each year, the board elects officers the current officer are listed below.
- Tray Hawkins, Chairman (Washington County)
- Jeff Goods, Vice Chairman (Holmes County) and
- Ryan Martin, (City of Bonifay) Secretary, Treasures

Chairman Hawkins offered a motion, moved by Mr. Jeff Good and Seconded by Ryan Martin-Motion Carried

SM 3 Marketing the Authority

- Ted Everett will bring to the board a plan for how we are going to market the Authority
- This will be discussed at a future workshop in the spring of 2023.

SM 4 Status update on Request for Proposals for the Board Clerk and the Financial, Accounting, and Budget Services.

- Evan Rosenthal, NGN: Mr. Chairman, you mentioned Washington County might be interested in the board clerk position and any other member governments. If you're interested in the board clerk position, ensure you get those proposals to us by January 18th.
- The Board decided to issue an Addendum to change the due date from January 18, 2023, to January 31, 2023, for additional time to review the Board Clerk's duties.

Chairman Hawkins offered a motion, moved by Mr. Jeff Good and Seconded by Ryan Martin-Motion Carried

SM 5 Other Items

VI - General Counsel

GC 1 Board Consideration of Contract for Professional Consulting Services between the Authority and Melvin Engineering

- The Board approved the contract between the Authority and Melvin Engineering
- Melvin Engineering will continue searching for available grant opportunities and report to the authority with their finding that is suitable for the authority to pursue.

Melvin's compensation would come out of the actual grant award.

Chairman Hawkins offered a motion, moved by Mr. Jeff Good and Seconded by Ryan Martin-Motion Carried

GC 2 Other Items

VII - Board Items

BD 1 Other Items

Adjourn – Chairman Hawkins offered a motion to adjourn.

Date Minutes Approved