

**MOREHEAD UTILITY PLANT BOARD
BOARD MEETING @ 12:00PM
November 27, 2018**

Place of Meeting

A board meeting of the Morehead Utility Plant Board was held Tuesday, November 27, 2018 at 12:00 p.m. at the office of the Morehead Utility Plant Board 135 South Wilson Ave, Morehead, KY.

Board Members Present

Russ Ward, Chairman -Absent
Jeff Barker, Vice Chairman- Arrived at 12.18
Glen Teager, City Council Representative
Tracy Williams, Board Member
Heather Neff-Perkins, Board Member

Also, Present

Holly McGrath-Rosas, General Manager
Benita Hammonds, Administration Manager
Larry Tackett, Operations Manager
Kevin Mayhorn, Financial Coordinator
Earl Rogers, Attorney

Call to Order & Confirmation of Quorum

General Manager, Holly McGrath-Rosas declared a quorum and called the meeting to order at 12:04 p.m. She welcomed all visitors and staff.

Approval of October 30, 2018 Board Meeting Minutes

A motion was made by Glen Teager and seconded by Heather Neff-Perkins to approve the minutes of the board meeting held on October 30, 2018. The motion was unanimously approved.

October 2018 Financial Reports

Holly McGrath-Rosas, General Manager, goes over the financial highlights for October 2018. This includes:

- (1) Water and sewer service revenue together is \$39,000 (1.3%) above budgeted amounts.
- (2) The WTP expenditures are \$40,000 (6.6%) below budget.
- (3) The WWTP expenses are 2.0% or (\$13,000) over budget.
- (4) The maintenance department is about \$109,000 (18.1%) over budget. \$81,000 of that overage is directly related to the increase in system repair and maintenance and continues to drive the overage.
- (5) The margin on the gas sold for the month is about \$55,000 less than budgeted year to date.
- (6) \$957,000 (38.3%) of the budgeted \$2,500,000 in capital projects have been expended
- (7) Overall through four months net income shows \$88,000 more than budgeted.

A motion was made by Glen Teager and seconded by Tracy Williams to approve financial reports for October 2018. The motion was unanimously approved.

Reports-General Manager

Water Treatment Plant (WTP)-

Ms. McGrath-Rosas states that the maximum daily treated for the month of October was 6.6 million gallons. (89%) and a daily average of 5.41 million gallon (72%) The General Manager also informed the board that Divide Hill tank is completed and back in service. She also states that we began operating the membrane pilot on 10/25/18 See the November 2018 WTP Report for additional information.

Wastewater Treatment Plant (WWTP)-

The General Manager reports that the WWTP has performed routine operations and maintenance. Ms. McGrath-Rosas also informs the board that Alan Robinson, Eclipse Engineering is working with the insurance company over the damages to the #1 Clarifier after ground water from the recent flood got under the concrete tank and pushed the center section up. See the November 2018 WWTP Report for additional information.

Maintenance Department-

The General Manager reports that the maintenance department is running as normal. Ms. McGrath-Rosas informs the board that crews have been working to repair several main line leaks. There was a 12” main line on Bull Fork, two 6” leaks on Flemingsburg Road, and several 3/4” service line leaks. See attached November 2018 Maintenance Department Report for additional information.

Administration Department-

The Administrative Department reports a water loss of 24.52% for October 2018 the yearly average is 14.06%. Automatic bank draft payments are at 1336. Ms. McGrath-Rosas informs the board that MUPB has completed 258 more services orders than this time last year. See the Administrative Office November 2018 Report for additional information.

A motion was made by Glen Teager and seconded by Heather Neff-Perkins to accept the General Managers report. The motion was unanimously approved.

New Business

Ratify Payment of Monthly Bills

Mr. Mayhorn, presented the board with checks that had been written for the month.

A motion was made by Glen Teager, seconded by Tracy Williams to ratify payment of monthly bills for October 2018. The motion was unanimously approved.

Old Business

None

Other Business

None

Executive Session

A motion was made by Glen Teager, seconded by Tracy Williams to go into Executive Session to Discuss Property Purchase at 12:29 PM

A motion was made by Glen Teager, seconded by Tracy Williams to come out of Executive Session at 12:39 PM

Meeting Adjourned

A motion was made by Glen Teager seconded by Heather Neff-Perkins to adjourn the meetings.

Meeting Adjourned at 12:41 p.m.
The next meeting is on January 29, 2019 at noon.

Russ Ward, Chairman

Holly McGrath- Rosas, General Manager