

MINUTES OF THE APRIL 18, 2020  
REGULAR MEETING OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Chairman Richard McMullen, Vice Chairman Timothy Mahoney, Treasurer Faith McLemore, Secretary Linda Martin, and Director Lillian Devine.

Saluting of the flags was accomplished.

Approval of the Agenda. Director Martin moved to approve the agenda as written and Director McLemore seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

General Manager's Report. The General Manager, Jesse Duckett gave his report.

1. He is still waiting for the additional bid for generators.
2. Concerning the contract with Preston, Matt suggesting some changes.
3. Concerning the sampling violation, he is still working on calendar.
4. No update on the Golf Course well.
5. Concerning the PER, Matt working on some changes from the State.
6. He is working on the budget and it seems there is adequate funds for the next six months, at least.
7. Ilene is almost finished painting the ladies' room.
8. Still looking into the 1-800 number.
9. Dell Telephone is sponsoring the swimming pool this year; work has begun.
10. The Lodge sprinklers are being worked on, fixing leaks. There was also a leak at the pool house.
11. Still working on slash pit.

There was some discussion.

Treasurer's Report. Director McLemore had some concerns about transfers being done without her approval. Director Martin explained that because of the loan with USDA, there are three transfers required on a monthly basis. There was some discussion. The GM will get with the finance clerk to ensure that Director McLemore approve the monthly transfers. The GM will get Quickbooks on the Treasurer's computer. Director McLemore read the bank balances as of March 31, 2020: Checking, \$65,029.54; ; Restricted, \$53,496.77; F&S, \$132,348.33; Short term asset, \$115,141.06; Construction Loan, \$852.02; Standby, \$126,704.73; Reserve, \$6,068.00.

Committee Reports.

Budget Committee. None.

Personnel Policy Committee. None.

Old Business.

Discuss/Approve accounting contract. Chairman McMullen explained that this is a "Service Agreement" and falls under the purview of the General Manager.

Discuss/Approve land purchase. The GM stated the seller has not been in touch, but we don't need the property at this point.

Discuss/Approve/Update of generator purchases for Tank Two and Maintenance Shop. The GM is working on getting a second bid; and suggested waiting to purchase. Chairman McMullen moved to have this item on the agenda for the second meeting in May. Director McLemore seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

#### New Business.

Approve Minutes of the April 7, 2020 Regular Meeting. Director McLemore moved to approve the minutes as written and dispense with the reading. Director Martin seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Discuss General Ledger errors. There was much discussion. Marilyn Hatfield was in the audience and explained some of the G/L entries. Director McLemore and Marilyn Hatfield will get together some time next week to go over the accounting program.

Discuss/Approve new Conferencing Call purchase. There was some discussion. Director Martin moved to have the GM obtain a toll free number at his discretion with the most cost effective amount for not more than a six month contract. Director McLemore seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Approve 3<sup>rd</sup> Quarter Financial Report for USDA. Director McLemore moved to approve the report and Director Martin seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Approve 3<sup>rd</sup> Quarter Financial Report for DFA. Director McLemore moved to approve the report and Director Martin seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Approve Resolution for 3<sup>rd</sup> Quarter Report for USDA. Director McLemore moved to approve the resolution and Director Martin seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Approve Resolution for 3<sup>rd</sup> Quarter Report for DFA. Director McLemore moved to approve the resolution and Director Martin seconded. Chairman McMullen, Director Mahoney, McLemore, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve status of High Country Lounge. Chairman McMullen stated that they needed a written request to waive rent during the closure of the lounge due to the virus. The GM will get a written request. Chairman McMullen moved to approve the unwritten request on a month by month basis.

Director McLemore seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye and the motion passed.

Set agenda for May 5, 2020.

DTI rent agreement.

Approval of the April 18, 2020 minutes.

Toll free number update.

Discuss community garden.

Discuss status of GC.

#### **Directors Remarks.**

Chairman McMullen thanked all for attending.

Director Devine advised all to be careful and stay safe.

Director Mahoney had no comments.

Director McLemore thanked all and advised to stay safe.

Director Martin thanked Marilyn Hatfield for attending.

Marilyn Hatfield stated that she was glad the board was operating so efficiently.

Director Martin moved to adjourn the meeting and Director McLemore seconded. Chairman McMullen, Directors Mahoney, McLemore, Martin, and Devine voted aye, and the meeting was adjourned.

Minutes approved May 5, 2020.

Secretary Linda Martin



Chairman Richard McMullen

