

**MINUTES
UTILITIES COMMISSION MEETING
NOVEMBER 15, 2004**

Mayor Margo G. Bailey called the meeting to order at 7:30 p.m. In attendance were Council members Whaland Clark, Mabel Mumford-Pautz, James R. Johnson and Harrison C. Bristoll, Jr., W. S. Ingersoll, Town Manager, Jennifer Stead, Stenographer, and guests.

Mayor Bailey asked if there were any additions or corrections to the minutes of the meeting of October 18, 2004. Mr. Bristoll moved to approve the minutes as submitted, was seconded by Mrs. Mumford-Pautz and carried unanimously.

Mayor Bailey stated that cash on hand and in the banks was \$605,866.57.

Mr. Sipes explained that the Utilities Department was performing maintenance work at the water plant. He said a new 2" diaphragm pump was purchased. The transfer switch at the Cannon Street pump station was replaced and the outlets at the water plant were changed out.

Mr. Sipes stated that he was putting chemicals out to bid to three companies since the distributor that they used recently raised their prices by 20%.

Mr. Sipes stated that he attended training, which would permit the Superintendent's position until 2007.

Mr. Sipes attended an Emergency Response Planning Course and had a report due to the EPA by the end of December.

Mr. Sipes stated that the patching at Greenwood Avenue and Pine Street would be fixed when the blacktop crew came back to Town in December.

Mr. Ingersoll stated that bids were received for the water upgrade bridge construction financing. The bond council was held up by MDE review of the bids and a copyright issue, which had been resolved. The large low interest bond was not ready and the project was started. A credit line of up to \$1 million dollars for up to one (1) year was requested.

Mr. Ingersoll said several banks submitted bids and he read each one. The lowest overall rate came from SunTrust Bank at a 1.85% variable rate. He said that since the Town would only need the line of credit for 4-5 months, The SunTrust variable rate would be the lowest. The lowest fixed rate was from Centreville Bank at 2.71% but \$150,000.00 would have to be transferred to a savings account at that bank.

Mr. Bristoll moved to accept the bid from SunTrust Bank at a 1.85% variable rate, was seconded by Mr. Bristoll and carried unanimously.

Mr. Clark moved to pay the bills, was seconded by Mr. Bristoll and carried unanimously.

Mr. Clark moved to adjourn the meeting at 7:38 p.m., was seconded by Mr. Bristoll and carried unanimously.

Submitted by: 
Jennifer McCann-Stead
Stenographer

Approved by:
Margo G. Bailey
Mayor