

KREBS UTILITIES AUTHORITY
BOARD MEETING MINUTES
JUNE 20, 2023
TO BEGIN AFTER CITY COUNCIL MEETING

1. Chairman Tommy Ray Walker called the meeting to order at 7:40 pm.
2. W Kay Scott, City Treasurer, called the roll. Tommy Walker – present, David Bailey – present, Jason Wagnon – present, Connie Poole – present, Dan Heathcock – present.
3. DISCUSS AND ACT TO APPROVE THE MINUTES OF THE MAY 16, 2023 KUA BOARD MEETING. Chairman Walker asked for a motion. Connie Poole made the motion to approve the minutes. David Bailey seconded the motion. Chairman Walker called for a vote. David Bailey – yes, Jason Wagnon – yes, Connie Poole – yes, Dan Heathcock – yes. Motion passed.
4. DISCUSS AND ACT TO APPROVE THE CLAIMS. Chairman Walker asked for a motion. Connie Poole made the motion to approve the claims. Jason Wagnon seconded the motion. Chairman Walker called for a vote. Dan Heathcock – yes, Connie Poole – yes, Jason Wagnon – yes, David Bailey – yes. Motion passed.
5. FINANCIAL REVIEW WITH MIKE KERN. Mr. Kern stated to turn to Page 3 of the Krebs Public Works Income Statement. Total Revenues for the 11 months ending are \$1,181,050.74. It looks like that we will exceed the revenue budget. Total Expenses are \$1,428,195.94 and that includes \$261,536.46 for Capital items. Part of the \$373,701.49 transferred from the General Fund (this was ARPA funds received and designated for KUA infrastructure) covered the \$261,000. We are showing a profit but it is because we had to transfer a lot of money from the city side. Proposed water and sewer rate increase for the January 1 billing. We look at a 3 to 5% increase to cover the increase in material and chemical costs. I will have the rate schedule available at the budget meeting.
6. BUSINESS PREVIOUSLY DISCUSSED. None
7. BUSINESS NOT PREVIOUSLY DISCUSSED.
 - A. DISCUSS AND ACT TO APPROVE THE PROCEDURES FOR UTILITY BILLING AND COLLECTIONS FOR THE KREBS UTILITIES AUTHORITY. Jayme Busby, Utilities Billing Clerk, addressed the board. As you might remember, a few months ago, we had to go to court to defend some of our procedures. At that time, Pat Layden, our City Attorney, asked me to compose a document and put it into a formal policy. In addition to the leak adjustment policy that you approved a few months ago, this form needs to address the service requirements, the contract for service, due dates, how and where payments could be made, late fees, delinquent and unsettled accounts, that whole procedure. It needed to address the turn off

fees and fines for tampering. It also needed to refer back to the leak adjustment policy. It ultimately defines who is responsible for lost water. Currently all of that information can be found in about 5 different forms that we have here in the office, in addition to some of the meeting minutes or a few of the resolutions that you have done over the years. Some of that is given to the customer upfront. Pat thought that all that information needed to be combined in one written format and given to every customer that comes in to set up service. So that is what I have compiled for you.

Chairman Walker asked if it was online.

Ms. Busby stated that this form is not but some of the information is, like you have to be 18, mailing address, all of that stuff is on a separate form and it is online in different places. Pat wanted this to be all in one place that we could give out to the new customers. One last thing that is on that, is about the adjustment for sewer charges when people are filling up their swimming pools, watering their gardens, and things like that. I did check with several other cities through OMAG and Kay checked with USDA requirements. The majority of those advised us that having customers install a yard meter or field tap, which would be at their expense, would be the only accurate way to NOT bill for sewer charges. Therefore it wouldn't create lost revenues for us.

Chairman Walker asked if there is a price for the field tap.

Ms. Busby stated that field taps are \$750 for the meter.

Connie Poole made a motion to approve. Jason Wagnon seconded the motion. Chairman Walker called for a vote. David Bailey – yes, Jason Wagnon – yes, Connie Poole – yes, Dan Heathcock – yes. Motion passed.

8. COMMENTS FROM THE CHAIRMAN AND THE BOARD. None

9. ADJOURN. Chairman Walker asked for a motion. Dan Heathcock made a motion to adjourn. Connie Poole seconded the motion. Chairman Walker called for a vote. David Bailey – yes, Jason Wagnon – yes, Connie Poole – yes, Dan Heathcock – yes. Motion passes to adjourn.