

**DALLAS COUNTY WATER AND SEWER AUTHORITY
SUMMARY OF SEPTEMBER 9, 2020 MEETING**

- Meeting called to order at approximately 4:04 P.M. with three directors initially present, and the other two directors arriving during the progress of the meeting. Present for the meeting by telephone conference were: Chairperson Ernestine Towns, and Directors Arletia McGuire and Earl Bender. Directors William Hasberry (Vice Chair) and Director Dondi Fikes were present in person. Also present for the meeting: Field Manager, David Hamm, and Attorney David Norton. Office manager Tanika Brown was present at the office, and participated through the teleconference. The call-in number was made available to the public on the public notice and at least two members of the public attended virtually, but did not wish to be recognized.
- The agenda was published, and included business of a nature essential to the operations of the Board, which are consistent with the Governor's Emergency Proclamation to hold such meetings, and other items discussed within this summary.
- On motion of Mrs. McGuire, seconded by Mr. Fikes, the minutes from the previous board meeting were unanimously approved.
- Mr. Fikes discussed the Craig Field matter, and the need for the Craig Field authorities to discuss the responsibility for sewer laterals with the owners and tenants of the homes on Craig Field.
- On motion of Mr. Fikes, seconded by Mrs. McGuire, the board voted unanimously for office workers to return to work as normal on the upcoming Monday. Workers will return their laptops used for remote work to the Water Board; they will make hand sanitizer available to the public; allow one customer inside at a time; set up safe distancing spaces for any lines; use masks at all times; use gloves when handling money; issue money orders and otherwise go back to doing customary business.
- On a discussion of grants, Chairperson Ernestine Towns volunteered to look into grants that may exist with ADECA, ARWA, government.org, ADEM, or elsewhere, and report back to the board on what she finds on a regular basis.
- The board discussed allowing employees to work on Saturdays from 8-12 (overtime) to help clean up the old customer service center under the field manager's supervision. David Hamm will look into a cost comparison regarding whether it would be cheaper to buy shelving or to build it, and report back to the board.
- Attorney Report. Mr. Norton indicated that David Hamm and William Hasberry would give depositions tomorrow at 9:00 A.M. regarding the auto accident lawsuit. He indicated our grant information had been filed regarding the lift station scada project. He is on the agenda this month to meet with the Dallas County Commission regarding amending the board's articles of incorporation.
- The Office Manger Tanika Brown gave the office status and financial report. She indicated she had obtained information regarding raises for the office staff, and at Mr. Fike's request, she indicated she would make copies of that information for board members. All employees tested negative for covid. She asked whether the board would now resume disconnections. On motion of Mr. Fikes, seconded by Mrs. McGuire, and after some discussion, the board voted to first notify customers that disconnections and late fees would resume, and then to resume them as normal. However, customers with serious medical issues will be permitted to file written

requests for hardship waivers when circumstances make it extremely difficult for them to timely pay their bill. In the event a customer files such a hardship request, with adequate evidence (medical documentation), the disconnection will be postponed until after the board has had a chance to review the request and make a final decision. In either event, the customer will still be expected to pay their bill with a payment arrangement as permitted by existing board policy. The motion was approved unanimously.

- David Hamm gave the field manager's report, updating the board on the current situation at Ceola Miller; and injury occurring to an employee who stepped in a hole while working; the upcoming auction, which has now been published in the Selma Sun; pricing of portable pumps; regularly checking the trucks for safety; (will bring inspection reports for board to review to next meeting); and getting his assistant to add to his tasks to better assist him with his work.
- The board members discussed the next board meeting to take place outdoors behind the customer service center if weather permits, with general agreement.
- On motion of Mr. Fikes, seconded by Mr. Bender, the meeting was adjourned at approximately 5:19 P.M.