

JONESTOWN WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
MONDAY, APRIL 13, 2020

1. President Gregg Newcombe called the meeting to order at 7:05 pm.

Board members present: Bruce Covill, Gregg Newcombe, John Riddle, Tim Hawkins, Nadia Wills, Amy Fitzgerald, Liane Popham, and Jim Roberts

Board members absent: Ron Sherrill

Staff present: John Tichi and Karissa Kornegay

Members present: None

Others present: None

1. A Set Date of Next Regular Meeting – May 12, 2020.

2. Members and /or Public Comment:
None.

3. Approve Minutes

- a) Regular Meeting minutes of March 10, 2020.

A motion was made to approve the Regular Meeting minutes of March 10, 2020.

Motion made by Tim Hawkins.

Seconded by Amy Fitzgerald.

The motion passed with one abstained (Bruce Covill).

4. Financial Matters.

- a) Secretary's Treasurer Report.

Secretary/Treasurer Popham reminded the Board of some of the auditor's recommendations from the last meeting and stated that she would like to see updates on these items in the future.

- b) Approve Bills, Invoices and Other Payables.

A motion was made to approve the Bills, Invoices and Other Payables.

Motion made by Amy Fitzgerald.

Seconded by Liane Popham.

The motion passed with one abstained (John Riddle).

5. President's Report Concerning Corporate Affairs.

President Gregg Newcombe directed the Board's attention to a chart in their board packets entitled "JWSC Expense & Revenue Generating Considerations," upon which he expounded and then fielded questions regarding the same. (chart attached) He added that as we go forward with the CoBank loan request, the bank will be looking at all of our attempts to generate revenue as a means for determining the type of loan for which we will qualify.

6. Staff Report Concerning Operations and Management.

- a) General Manager.

General Manager John Tichi covered items on his report and fielded questions regarding the Raw Water Line project, water loss, and the plan to share employees with nearby water entities in the event of employees missing work due to Coronavirus-related illnesses. (report attached)

b) Office Manager

Office Manager Karissa Kornegay reported that the office is currently closed to customers, but that office staff is still working. She added that the JWSC is currently only accepting non-cash payments. She also reminded the Board of the upcoming need for the Budget committee to meet. (report attached)

7. Committee Reports

a) Large Project Committee

President Gregg Newcombe reported that the LP Committee was currently “on hold” until they could come back together to meet. He added that when the policy is ready to be presented to the Board, the Committee will present its version and then they will allow the GM time to present his thoughts regarding same for additional consideration.

8. Old Business

None.

9. New Business

a) Discussion and Possible Action Regarding proposed \$1,000,000 Loan from CoBank, ACB to Jonestown Water Supply Corporation (the “*CoBank Loan*”)

General Manager John Tichi read the introduction to the resolution and then asked for two (2) motions to approve the Resolution, explaining that the two (2) separate motions are to satisfy the two entities directly involved in the execution of the loan.

A first motion was made to approve the Resolution regarding proposed \$1,000,000 Loan from CoBank ACB to Jonestown Water Supply Corporation (the “*CoBank Loan*”) (Resolution attached)

Motion made by John Riddle.

Seconded by Jim Roberts.

The first motion passed unopposed.

A second motion was made to approve items 1, 2, and 3 as appropriately dated, as stated on the Agenda regarding proposed \$1,000,000 Loan from CoBank ACB to Jonestown Water Supply Corporation (the “*CoBank Loan*”) (see Agenda)

Motion made by Nadia Wills.

Seconded by Bruce Covill.

The motion passed unopposed.

b) Discuss/Approve COVID-19 Resolution for Employees and Members

General Manager John Tichi read the resolution and fielded questions regarding the same. After some debate, a motion was made to amend the resolution presented to include more specific language regarding the defined status of the JWSC during the Covid-19 crisis and to include a time limit for the resolution, to be reviewed if necessary. (Resolution attached)

A motion was made to approve the COVID-19 Resolution for Employees and Members with amendments.

Motion made by Jim Roberts.

Seconded by Nadia Wills.

The motion passed unopposed.

c) Discuss/Approve Resolution to move Health Reimbursement account to Security State Bank from Capital One Bank by fiscal year end

General Manager John Tichi read the Resolution. (Resolution attached)

A motion was made to close the Capital One Health Reimbursement account with the intention of establishing a new Health Reimbursement account with Security State Bank.

Motion made by Liane Popham.
Seconded by Amy Fitzgerald.
The motion passed unopposed.

10. Adjournment.

A motion was made to adjourn.

Motion made by Bruce Covill.

Seconded by Tim Hawkins.

The motion passed unopposed and the meeting was adjourned at 8:51 pm.

Minutes taken by Karissa Kornegay.