

MANCHESTER WATER AND SEWER COMMISSION
August 3rd, 2023

The Manchester Water and Sewer Commission met on August 3rd, 2023 for a regularly scheduled meeting. Present were: Director Miller, Alderman Messick, Commissioner Anderson, Commissioner Watson & Office Manager Candy Hilmoe.

- 1) The meeting was called the Meeting to order at 3:00PM.
- 2) Review of July 6, 2023 Minutes:
Motion was made by Commissioner Watson and seconded by Commissioner Anderson to approve the minutes from our July meeting. Passed 5-0
- 3) Citizen Comments:
A Hobbs Rd resident asked the board if she paid to the materials (\$10,000.00) to extend our water line, would we allow them to connect to our lines. Wartrace Utility's has informed them that they would not be extending their lines to the Hobbs location. The Commissioners have okayed this project as long as it's in writing that the customer is paying for parts on the extension.
- 4) Billing Office Items:
None
- 5) Director's Report:
As Written
- 6) Commissioner's Comments:
None
- 7) Old Business:
 - A) Commissioner Training
Contact Phillip Miller
 - B) Hwy 55
Bids were rewarded to Norris Brother.
A fulltime inspector is needed for this project.
 - C) Westfield Litigation
Received a check \$2.45M
- 8) New Business:
 - A) Billing Office Manager Job Description:
A motion approving Billing Office Manager Job Description was made by Alderman Messick and seconded by Commissioner Watson. Passed 5-0
- 9) Adjourn