

MINUTES OF THE METROPOLITAN SEWERAGE DISTRICT BOARD  
SPECIAL MEETING, MARCH 9, 1972

RESOLUTION ADOPTED TO RELOCATE THE CONNECTION ON SWEETEN CREEK PROJECT AND CARIBOU RD. SEWER LINE.  
RESOLUTION ADOPTED TO THE CONSULTING ENGINEERS USE THIS TO REQUEST AN INCREASE IN SCOPE OF THE  
PROJECT AND SUPPLEMENTAL P. L. 660 FEDERAL GRANT FUNDS.  
LABOR PROBLEMS AT THE MSD PLANT - LIST OF GRIEVANCES BY EMPLOYEES AT PLANT.

A special meeting of the Metropolitan Sewerage District Board was held in the Board Room 501, City Building, Asheville, North Carolina at 2:00 p. m. on Thursday, March 9, 1972.

In the absence of Chairman Peterson, the meeting was called to order by Vice-Chairman Dawson and the roll called by Mrs. Swicegood, Secretary, with the following members present: Mr. Dawson, Mrs. Swicegood, Mr. Clark, Mr. Goodson, Mr. Longshore, and Mr. Robinson.

Mrs. Swicegood, representative on the Metropolitan Sewerage District Board for Buncombe County, Mr. Robinson, representative for the City of Asheville, and Mr. Goodson, representative for Woodfin Sanitary Water and Sewer District, were sworn in for three-year terms by Mr. E. G. Roberts, Assistant Clerk of Superior Court.

Mr. Johnson showed the fish award and read commendations presented by the N. C. Wildlife Federation to the Metropolitan Sewerage District. Mr. Peterson received this Award at the Federation Convention in Charlotte.

A Right-of-Way document from Carolina Power & Light Company was authorized to be signed by the Chairman and Secretary of the MSD Board by a motion from Mr. Longshore and seconded by Mr. Goodson, This motion was carried unanimously.

The following resolution was read by Mr. Johnson:

RESOLUTION

WHEREAS, Harry Hendon and Associates, Inc., Consulting Engineers on Project No. 494, WPC-NC-311, Sweeten Creek Outfall Sewer has informed us that it would be advisable to relocate the connection with this project and the existing Caribou Road Sewer line,

THEREFORE BE IT RESOLVED that the Consulting Engineers be authorized and instructed to do the following:

1. Prepare Change Order using the unit prices on the existing contract.
2. Prepare plan drawings of the sewers to be added by the Change Order.
3. To submit 3 copies to the Office of Water and Air Resources for approval by them and approval by EPA.

BE IT FURTHER RESOLVED that the Consulting Engineers shall use this action to request an increase in scope of the project and Supplemental P. L. 660 Federal Grant Funds.

Mrs. Swicegood moved the resolution be adopted as read and Mr. Longshore seconded the motion. The roll call vote was unanimous.

Mr. Johnson stated he had received a letter from Mr. Ward, Finance Director for the City of Asheville, which was requested he write at the last meeting. Mr. Robinson moved that this matter be postponed until the March 21st meeting and that a copy of the letter be mailed to all Board members before the meeting. Mr. Clark seconded the motion and the roll call vote was unanimous.

Mr. Johnson, Engineer-Manager, in his communications report brought the Board up to date on labor problems at the MSD plant and read a list of recommendations that had been compiled by Mr. Dawson, Mr. Clark, Mr. Redmond, and himself with the suggestion that these actions would make better labor relations. Mr. Clark passed to each Board member a list of grievances which he had received at the plant. These items were discussed item by item as listed below. Mr. Johnson also stated that Yarger and Associates, Inc. had been hired to make a study and a recommendation of a proposed pay scale for the employees and that the members had been furnished copies of this Yarger recommendation.

1. PAY:

- (a) Equalized pay among employees. Discussed later.
- (b) Provide written MSD pay scale. To be taken up later.
- (c) Shift Work. After lengthy discussion Mr. Robinson moved that the men be given the option of having a day off with pay or working on a holiday and receiving double pay without a compensation day. The Superintendent is to poll the operators and a majority decision of the operators shall be final. Mr. Longshore seconded the motion and it was carried unanimously.

- (d) Not applicable.
- (e) This was discussed and recommended to be explained to the employees and that the ranges in pay to be adopted later would take care of the matter.
2. HOSPITALIZATION: To be taken up at the next meeting.
  3. SICK LEAVE: This was pointed out that an accurate account of each employees' sick leave is kept in the office and will be given to any employee whenever he asks for it.
  4. VACATION: Mr. Clark moved that we give 3 weeks' vacation after 5 years of service and after ten years of service, 4 weeks; 2 weeks after one year. Mr. Goodson seconded the motion. This motion was carried unanimously.
  5. HOLIDAYS: The following holidays have already been established, namely: New Years Day, Easter Monday, July 4th, Labor Day, Thanksgiving Day, Christmas - 3 days.
  6. WORKING HOURS: Mr. Robinson moved that it be explained to the workers there is no difference of compensation in shift work after 3 weeks of swing and Mr. Clark seconded the motion. This motion carried unanimously.
  7. SENIORITY: Mr. Clark suggested the matter be left strictly up to Mr. Johnson and Mr. Cunningham.
  8. & 9. LEAVE OF ABSENCE & PERMANENT EMPLOYEES: Mr. Johnson stated we do not hire temporary employees and that a man is considered permanent after he has been with the MSD for a year and becomes eligible for sick leave and vacation leave. No appointment, employment or promotion in any position shall be deemed complete until after the expiration of a period of 12 months probationary service during which time the appointing authority may terminate the services or enforce demotion of any person employed in such probationary status provided he or she is unfit or unsatisfactory for service.
  10. RULES AND REGULATIONS: No problem.
  11. WORKING CONDITIONS AND SAFETY: These have been provided for with Workmen's Compensation and safety equipment such as hard hats, etc. It was suggested that the employees attend a safety school but left as an administrative matter.
  12. REPRESENTATION: It was suggested by Mr. Robinson that after meetings when matters concerning the plant employees directly that Mr. Johnson use his judgment and have a bulletin typed and posted on the bulletin board at the plant.
  13. ESTABLISHMENT OF QUALIFICATIONS: Qualifications for employment at the MSD Plant will be covered by Yarger and Associates, Inc.
  14. ESTABLISHMENT OF CHAIN OF COMMAND: This should be answered strictly by Mr. Johnson.

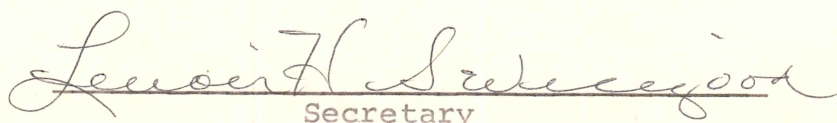
Mr. Redmond stated that a draft of this meeting including all the motions passed and decisions made, but excluding all the preamble gone through, to be furnished as a memorandum for Mr. Clark and Mr. Johnson to take to the plant employees. Mr. Robinson asked if the draft could be made and he and the other Board members have the opportunity of reading it before it is adopted by the Board or goes into the Minute Book. This was agreeable to all.

Mr. Robinson suggested that a memorandum for the employees be prepared saying the Board had met and studied their grievances and a reply is being prepared for the Board's approval at their next meeting.

Regarding salary increases, Mr. Robinson moved that plant employees salaries be increased by 5½% retroactive to January 1, 1972 and plant employees to be defined as those working at the plant and not to include Mr. Cunningham and Mr. Anderson and Mr. Johnson. Mr. Anderson's and Mr. Cunningham's salaries to be discussed at the Board meeting on March 21, 1972 and any other employees not included above. Mr. Johnson is to recommend to the Board at the next meeting increases for Mr. Anderson and Mr. Cunningham. Mr. Longshore seconded this motion and it was carried unanimously.

There being no further business, the meeting adjourned at 5:00 p.m.

March 9, 1972

  
Secretary

The regular monthly meeting of the Metropolitan Sewerage District Board was held in the Board Room 501, City Building, Asheville, North Carolina at 2:00 p. m. on Tuesday, March 28, 1972.

Chairman Peterson Called the meeting to order and Mrs. Swicegood, Secretary, called the roll with the following members present: Mr. Peterson, Mr. Dawson, Mrs. Swicegood, Mr. Clark, Mr. Longshore, Mr. Robinson, Mr. Warlick, Mr. Williams, Mr. Goodson, and Mr. Redmond.

The members having received copies of the previous minutes, no action was taken but a lengthy discussion followed.

At the suggestion of Chairman Peterson, Mr. Dawson moved and Mrs. Swicegood seconded the motion that Mr. Redmon be instructed to prepare a resolution of commendation for Mrs. Robert Praytor, Secretary to MSD. This motion was carried unanimously.

After a lengthy discussion Mr. Dawson moved effective as of July 1, 1972, the collection fee for billing services to each of the Municipal Water Company's be increased to 15 cents per bill collected not to exceed \$1.80 per customer per year. Mrs. Swicegood seconded this motion and it was carried unanimous by roll call vote.

Harry Hendon reported that a revision in the Sweeten Creek Project has been made and that he had applied for an increase in Federal Grant Funds.

Mr. Johnson reported that the Federal Regulations are becoming more strict and that he and Mr. Cunningham would like to buy additional laboratory equipment estimated cost at \$10,000.00. Mr. Hendon concurred in his recommendations and suggested that this be done before we receive pressure from the Federal Government.

Mr. Hendon stated that he would file his annual report with the Trustee and furnish comments to the Board at the April meeting.

Mr. Peterson, Chairman, adjourned the regular meeting and called an Executive Session Meeting of the Board.

WHEREUPON, Mr. Johnson, Engineer-Manager, introduced old business carried over from the last meeting and presented a rough draft of the Minutes of the previous meeting and a general discussion was entered into.

Mr. Johnson reported that in accordance with instructions at the last Board Meeting that all operators were polled and they voted to be paid double time on Holidays in lieu of having a day off. This will be our future policy.

Chairman Peterson instructed that a time clock be installed at the Plant. This was done the following day.

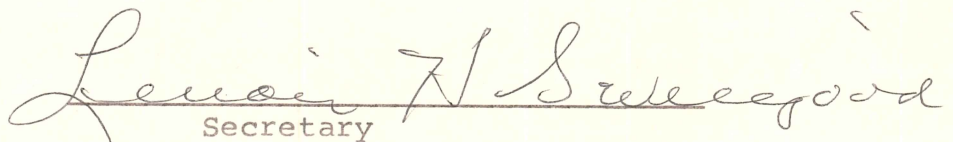
The Engineer-Manager was requested to prepare a personnel manual and Mr. Peterson suggested that Mr. Yarger's comments should be included.

WHEREUPON, Mr. Johnson stated that this manual would be prepared at a future date as soon as all the matters under current discussion have been clarified.

By common consent it was agreed to continue discussion in the future.

There being no further business, the meeting adjourned at 4:30 p. m.

March 28, 1972

  
Secretary