

**Minutes  
Webb Creek Utility District  
December 02, 2022**

**Commissioners Present**

Robert Vick, President  
Steve McCarter, Vice-President  
Bill Larkin, Secretary

**In Attendance**

Karen Huffaker, Office Manager  
Eric Jacobson, Maintenance

**Meeting Minutes**

**Item 1 – Determination of a Quorum and Call to Order**

With a quorum present, Commissioner Vick called the December 02, 2022 WCUD Board of Commissioners meeting, held at the District office located at 3625 Lindsey Mill Rd, Gatlinburg, TN 37738, to order at 10:00 a.m.

**Item 2 – Approval of Agenda**

Commissioner McCarter moved to approve the December 02, 2022 agenda. The motion was seconded by Commissioner Vick, with all voting in favor of the motion.

**Item 3 – Approval of November 04, 2022 Minutes**

Commissioner Vick moved to approve the November 04, 2022 Minutes. The motion was seconded by Commissioner McCarter, with all voting in favor of the motion.

**Item 4– Approval of Financial Statements**

Commissioner Larkin moved to approve the financial statements as presented. The motion was seconded by Commissioner Vick, with all voting in favor of the motion.

Commissioner Larkin moved to approve transfer of \$50K from Operating account into the WCUD CAPEX account. The motion was seconded by Commissioner Vick, with all voting in favor of the motion.

**Item 5 – District Manager’s Report**

Commissioner McCarter moved to approve the replacement and purchase for the IDEXX Sealer for the Sanitary Sewer Operation of WCUD in the amount of \$4,995.00. The motion was seconded by Commissioner Vick, with all voting in favor of the motion.

**Item 6 – WCUD 2023 Budget**

Commissioner Larkin moved to approve the WCUD Fiscal Year 2023 Operating Budget as presented and forward to the State of Tennessee Comptroller’s Office for final approval. The motion was seconded by Commissioner McCarter, with all voting in favor of the motion.

**Item 7 – Office Manager’s Report**

Commissioner Vick moved to approve the retainment of Mitchell Emert & Hill P.C. for the WCUD 2022 Year Financial Audit. The motion was seconded by Commissioner McCarter, with all voting in favor of the motion.

**Item 12 – Adjournment**

Commissioner Vick moved to adjourn. The motion was seconded by Commissioner Larkin, with all voting in favor of the motion.

**Prepared and Attested By:**

**Bill Larkin-Secretary**