

Sturdivant-Progress Water Supply Corporation
241 Village Bend Rd
Mineral Wells, Texas 76067
940-325-6020 / spwsc@suddenlinkmail.com

Officers present:

President – Scott Royal
Assistant Secretary-Treasurer - Mike Wells

Directors present:

Penny Snow
Nelson Bailey
Mike Johnson

Absent:

Vice-President – Ed Evans
Secretary Treasurer – Jerry Fields (Resigned)
Director – James Slattery
Director – Vacated position

Also present:

General Manager - Billy Brillhart
Office Assistant – Leslie Cottrell

Call to Order / Invocation / Verification of Quorum:

Called to Order by President / Chairman Scott Royal at 5:03 pm January 14, 2020.

A Quorum was verified, 5 Directors out of 9 present.

Invocation offered by Director Nelson Bailey

Approval of the Minutes:

The minutes from the December 10, 2019 meeting were discussed. **Assistant Secretary-Treasurer** - Mike Wells made a motion that the minutes be approved as written. **Director**, Mike Johnson seconded. And the motion passed.

Concerns of Customers:

4 members of the Mineral Wells Volunteer Fire Department were present. The Volunteer Fire department has been in Mineral Wells for 125 years. The rules and regulations for Fire Departments have changed. The Volunteer Fire Department is no longer able to share a facility with The City of Mineral Wells Fire Department. The volunteers must join with the City firefighters, disband the Volunteer Fire Department or move out of the city limits to their own facility. The talks with the city are still on-going. The City Fire Department does not service the Sturdivant Progress WSC area. The Volunteer Fire Department has asked Sturdivant Progress WSC for help in obtaining one to two acres of land, so that they may build a facility. The Volunteer Fire Department has a very limited budget. The organization is run mainly on donations from the public. This will help the ISO for the homeowners. The directors would like to research the legalities of donating land to the nonprofit Fire Department verses a long term lease. The Fire Department would need a definitive answer on the land in 60 to 90 days.

We will need to contact the Texas Rural Water association legal department to see what our options may be as far as donating the land verses leasing to the Volunteer Fire Department.

The water test on account #1043 came back clear. There is NO Giardia in the water lines.

Director Nelson Bailey asked if the mineral levels in the water are tested. The General Manager stated that the test for mineral content is run once a year for Consumer Confidence Report,

and that we also run monthly tests samples for water quality and they are collected from 3 different locations in our system.

Field Manager's Summary of Reports:

General Manager Billy Brillhart presented Field Report, Work orders and Water Usage/Loss Report for, December 2019. He also presented the Office Report, Director's/Financial Report, and Sales/Receivables Report, for December 2019. *Copies of these are kept in the monthly reports folder and available for review upon request.*

We had a 3.07 % water loss for the month of December; the state of Texas says that we need to stay under 10% water loss monthly. Our loss usually is around 1% so this is more than our normal. In December there were 4 major leaks – these are leaks on 3 to 4 inch lines or above. There were 3 rereads this month for customers, 1 leak adjustment applied and 1 meter disconnect. The purveyors installed 4 J meters – 3 were new taps and 1 was a change out this month. One meter was pulled because the member has a well and has not used water service since 2012.

HDR has added about 20 new sites on Highway 281 that Sturdivant Progress WSC needs dig up and map out for the road expansion. They haven't told us that we need to move any water lines yet. They have an estimated start date for the project of February 20th, 2020. Director Penny Snow raised a concern about the employees wearing yellow safety vest while working on Highway 281. The General Manager said that we do have the vests and that the purveyors have worn them.

There was an issue brought up that the date of March 19th for the Annual meeting, the date coincides with local school's spring break and the General Manager personal issues. So the Board agreed to change the date to Thursday, April 9, 2020 at 6:00 pm. It will still be held at the Knights of Pythias Hall in Mineral Wells.

Old Business: Status SPWSC Properties

370 Carter Rd wells:

Office personal Leslie Cottrell let the board know that she had located an email sent to Jeff Rucker of Doshier Appliance A/C & Heating concerning specs for electrical work that they had bid to do on this project. She was letting them know that even though he said that he had not received the information, she had the email to show that she had sent it. She had even called his office to verify his email address. The she called his wife and verified that she received the email.

The company that has the chlorinators is ready to deliver. We have the slabs down for the chlorinators and buildings. The General Manager and purveyors were going to build the buildings. The costs for the building materials would be close to \$1100.00 to \$1200.00 and then the time to assemble. Then Billy found out that Allstate plywood would sale Sturdivant Progress 2 - 6 x 9 building's for \$2000.00. Billy stated that there is no particular material that the structure needs to be made from.

Next earliest inspection time is March 2020. Everything is ready.

General Manager needs to run another 36 hr pump test. Then wait 10 days and get a sample.

265 Gill Ct wells:

Running good; there is nothing new to report.

Hwy 281 wells (Buchanan):

Robert Chriestenson is done with his dozier work, pulling up the mesquites and moving large rocks. Because of the rain there is still a delay on the driveway install, the ground is too soft.

Need to build South fence, rebuild fence on the west side (281) side and the fence on the back of the property. The General Manager is working up the details for the fences then he will post on our website that we are accepting bids. He has already been contacted by some contractors who wish to put in a bid on the project.

Additional Meeting Building:

The General Manager is having a little porch built in front of the building with a ramp on the end going to the shop.

The power is going to have to come from the pump station. It cannot come from the office electrical box. For Action Electric to wire the building, it will be around \$800.00. Then they have to set the electrical box and breakers which will be about \$1200.00. For electricity, heat and air the estimated price would be \$3100.00.

Board President Scott Royal asked what the policy is for when we have to have 3 sealed bids on a project. The General Manager said that he thinks it is for items that will cost more than \$5000.00.

We need to set a budget on big projects when General Manager needs to talk to board, before moving forward on project work. The General Manager will need to work with the projects committee.

A motion was made by Director Nelson Bailey that the General Manager can authorize work on the new meeting building up to \$5000.00, this will up his limit from \$1500.00, without contacting board members for preapproval. Secretary Mike Wells seconded and the motion passed.

The Board asked General Manager to get the building done.

Changing out Badger Cellular meters:

General Manager stated that 330 J meters are installed. He bought 48 last month. Of those 48 they have installed 6 with 3 of them for new taps. GM said that he would get 30 replaced by the next meeting.

Replacement of 10" pipeline on Hogg Mnt Rd:

Right of way easement still pending on Mr. Ground's property but he appears to be willing to sign. We do have the easement off of the Warren property. General Manger believes that Ground will want another tap.

Dyment(Dusty Trl) Pressure Station:

General Manager has sent the paperwork to TCEQ. They have OK'd the plans. Need to order a 10,000 gal fiberglass storage tank. We can use the pressure tank that was ordered for the Buchanan property.

Hogg Mountain Beatification:

Nothing to report.

New Business:

Director Nelson Bailey made a motion that we increase the General Manager limit up to \$3000.00 without prior approval. That means if something needs to be done for Sturdivant Progress WSC, and bids are less than \$3000.00, the General Manager is authorized to complete. The motion was seconded by Assistant Secretary Treasurer Mike Wells. And all the board members were in favor so the motion passed. President Scott Royal brought up that this is addressed in the Corporation By-Laws and that we may need an amendment to change.

The 2020 Budget review: The General Manager is working on the budget, adjusting for new projects. This will be postponed until the February monthly board meeting.

Presentation of status from Committees –

Director Mike Johnson made a motion to create a committee to oversee projects and the projects budget, and to assist the General Manager with completing the projects. The Directors on the Committee will be Mike Johnson, Nelson Bailey and Scott Royal. The motion was seconded by Director Penny Snow and the motion passed.

Personnel, Property and Inventory Committee: Nelson Bailey and Penny Snow

Nothing new to report

Contracts and Timelines Committee: Scott Royal and Mike Wells

Nothing new to report

Annual Compensations Committee: Scott Royal, James Slattery, and Billy Brillhart

Nothing new to report

A motion was made by **Director** –Nelson Bailey to adjourn the meeting at 6:43 pm. It was seconded by **Director** - Mike Johnson. The motion passed and the meeting is adjourned.

President, Scott Royal

Secretary-Treasurer

Vice-President, Ed Evans

*Assistant Secretary-Treasurer,
Mike Wells*