

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

Officers present:

Vice President – Nelson Bailey
Secretary-Treasurer - Mike Wells
Assistant Secretary-Treasurer – Penny Snow

Directors present:

James Slattery
Jeff Smith
Mike Johnson

Directors absent:

President – Scott Royal

Also present:

Office Manager – Rebekah Da Vault / **Office Assistant** – Leslie Cottrell

Absent:

General Manager – Billy Brillhart

Call to Order / Invocation / Verification of Quorum:

Presiding - Vice – President: Nelson Bailey called meeting to order at 5:07 pm August 12, 2020.

The Invocation was given by Director Jeff Smith

A Quorum was verified, 6 Directors out of 9 present.

Approval of the Minutes:

Secretary-Treasurer: Mike Wells made a motion that the minutes of the July 8, 2020, meeting, be approved, with no deletions, additions or corrections. **Director,** Mike Johnson; seconded. The minutes were approved as printed.

Concerns of Customers:

The purveyors changed out the meter base on account 717 on Village Bend Rd. He had attended last month meeting to express his concern about constant low water pressure. We have not heard from him about low pressure, since the changed out.

Field Manager's Summary of Reports:

In the General Manager's absence; **Office Assistant** Leslie Cottrell presented Field Report, Work orders and Water Usage/Loss Report for, July 2020. She also presented the Office Report, Director's/Financial Report, and Sales/Receivables Report, for July 2020. *Copies of these are kept in the monthly reports folder and available for review upon request.*

The improvements to the Dusty Trail / Dymont pressure station are moving along. They gutted the building and replaced some 2 x 4's that had termite damage. They replaced all of the insulation and put plywood on the walls, because the drywall was crumbling off. They added a new window. The purveyors also replaced framing and added a new pump. The electrician is waiting on us to test the pump before he can finish up with the electrical tie-in. Sturdivant Progress WSC is waiting on pump oil to be delivered, so that we can test the pump.

On the work orders in the month of July there were 3 leaks on SPWSC line – Hogg Mountain pump station, Quail Creek, and FM 2256 at a cost of \$360.29.

The purveyors checked on 8 Customer leak alerts, 4 with leaks and 4 without leaks. They went out on 3 meter rereads, for unusual usage, 1 leak detected and 2 no leaks. Turned water off on 6 customers, 1 was at owner's request, 3 were for nonpayment, and 2 nonpayment that were previously turned off, which are being monitored for tampering.

7 new tap surveys. A lot of builders have contacted Sturdivant Progress WSC for cost of water and sewer taps on Summit Rd.

The General Manager has discussed with a few builders about the possibility of expanding our lift stations and the costs to the new owners.

1 New tap install on Fairview Rd. 2 meter resets on dead taps. 1 meter was pulled on Withers Rd. for bad debt.

42 hours in after hour call outs. Most of that was on the 4 of July weekend, when the Dymment pressure station was down.

5 work orders for low pressure checks. 3 Badger alerts for leaks – none were found.

Changing out Badger Cellular meters:

0 new smart meters were changed out last month.

Committee Reports:

Budget committee:

Discussed time and location of next committee meeting, to review credit card and bank statements.

Projects committee:

They also discussed the time and location of their next committee meeting.

Personnel committee:

This committee will meet next week in the board room at SPWSC.

New Business:

We have received to results and required resolutions from TCEQ, regarding the low pressure complaint that they received in June 2020. The resolution includes the updates that are being implemented at the Dymment pressure station and documentation on what we have done. The documentation will be submitted to TCEQ as soon as the General Manager returns.

Leslie let the board know that we have had a lot of computer issues over the past few months. When the computers were upgraded to windows 10, one of the programs that Billy uses for his monthly reports would not work properly on his computer. Leslie has been talking to Mike at RVS billing to possibly rewrite the program for a onetime fee of about \$750.00. She has also asked him about writing a way for RVS to track our wells and show on the Directors report. Vice President – Nelson Bailey would like Leslie to get a written estimate / quote from RVS on the upgrade.

Leslie also gave the Directors an update on our virtual inspection by TCEQ. She let them know the amount of papers that she emailed in for the inspection. The files were so large that she had to send 30 emails.

Director – Mike Johnson would like more information on other billing company software options.

Secretary-Treasurer; Mike Wells is concerned about whether we have all of the easements off of Hwy 281. The Hwy 281 road expansion project has been delayed. But he would like to verify that we do not need any more easements before we start to move the water line out of the state right of way and on to private property.

No Executive session was called.

Director – James Slattery made a motion to adjourn the meeting at 6:00 pm. It was seconded by **Director** – Jeff Smith. The motion passed and the meeting is adjourned.

President, Scott Royal

Secretary-Treasurer, Mike Wells

Vice-President, Nelson Bailey

Assistant Secretary-Treasurer, Penny Snow