

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

Officers present:

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

Directors present:

Mike Johnson
James Slattery
Jeff Smith

Absent:

Also present:

General Manager - Billy Brillhart
Office Manager – Rebekah Da Vault
Office Staff – Leslie Cottrell

Call to Order / Invocation / Verification of Quorum:

Called to Order by President / Chairman Scott Royal at 5:01 pm May 12, 2020.

Invocation by Vice President Nelson Bailey

A Quorum was verified, 7 Directors out of 9 present.

Approval of the Minutes:

Director: James Slattery made a motion to approve the April 14, 2020, minutes mailed prior to the meeting with no deletions, additions or corrections. This meeting was conducted by teleconference. **Secretary-Treasurer** - Mike Wells seconded and the vote was unanimous.

Concerns of Customers:

There was one customer concern of low water pressure.

Director changes:

The board reviewed the letter of resignation from Director Ludo Schweinfurth. He is resigning due to health reasons. They discussed the interest of 3 members to sit on the board. The interested members will be sent applications and asked to return them for the board to review. Any applicants interested will be put on the ballot at the next annual meeting.

Field Manager's Summary of Reports:

General Manager Billy Brillhart presented Field Report, Work orders and Water Usage/Loss Report for, April 2020. He also presented the Office Report, Director's/Financial Report, and Sales/Receivables Report, for April 2020. *Copies of these are kept in the monthly reports folder and available for review upon request.*

This month there were 4 meters turned off (at owners request [to repair leaks]), 2 line locates for members building new fences, 1 new tap survey on N. Swanson Rd, 1 new tap installed Southwind Rd., 1 after hours call out and 1 meter pulled from a former member(they alerted us that they had moved – outstanding balance unpaid \$378.05)

The purveyors had to clean one meter box that was full of bees. The General Manager alerted the county of the possibility of multiple households on one line on Southwind Rd. 2 camper trailers, an old abandoned trailer and an old house.

Changing out Badger Cellular meters: General Manager said the purveyors installed 31 new smart meters last month.

President Scott Royal asked about the status of a system map in the board room. Billy said he wants to add a few more easements and mark several water lines before he prints a second system map. Then he will move the map from his office to the board room.

According to the Public Utilities Commission of Texas, they have amended the 16 TAC which relates to charging late fees and disconnects of service for non payments by utility companies. As of March 22, 2020, because of the federal restrictions associated with COVID-19 pandemic, SPWSC is unable to collect late fees and must offer payment plans in place of disconnects for non payments. The rule is in place until the state of emergency ends or 6 months (September 2020). This is an average estimated loss of \$18,000.00 in revenue for SPWSC.

Consumer Confidence Report (CCR) meeting: Because of the COVID-19 restrictions, we will not have our annual picnic and meeting for the CCR. We will still send out the report and members may call in to ask questions. It must be done before July 1st.

Storage area for pipe: Large PVC pipe is at a good price right now. However you need to order a large quantity. With the pipe replacement projects coming up, the general manager would like to stock up. We do not currently have the storage area for large pipe. He has suggested expanding the sun shed or attaching a shed to the existing shipping container. The board would like an estimate of the cost to build the storage. They would also like to know how much pipe and sizes that we should purchase.

Hwy 281 expansions with TXDot: General Manager Billy Brillhart estimates that it will cost Sturdivant Progress WSC about \$40,000.00 just for the pipe, to move the water lines. There will be additional costs of taping new meters for some of our members in the affected area. We may be able to recoup some of the costs through the State of Texas because we don't have a choice on whether to move the water lines or not. This water line will need to be moved by the end of July 2020.

Mini Excavator: General Manager presented to the board, pros and cons (new vs used) of the purchase of a mini excavator. Of the quotes received, the Kubota KX71 super series contractor model - new, from Ellis equipment in Weatherford at about \$33,100.00 seems to be the best deal. Vice President Nelson Bailey made a motion that the general manager should negotiate the best deal available [buy the damn thing as cheap as you can], possibly \$1600.00 off and 0% financing for 60 months (\$552.00 per month). Director Jeff Smith seconded and the motion passed.

265 Gill Ct wells: The Gill Ct wells are doing good. The General Manager tried to increase the water output from the wells by switching some valves. This did not give him the results that he wanted so, they are going to have to install a couple of new valves, and try again.

Hwy 281 wells (Buchanan): Director James Slattery asked the status of contractor Christenson on completing driveway to wells. He was told that the contractor was put on hold along with Sturdivant Progress on this project. The trees have been cleared. It has also been very muddy on the property.

Replacement of 10" pipeline on Hogg Mnt Rd: The General Manager said that he spoke with Mr. Ground concerning his easement. We are waiting on his signature. Right now the paperwork is in the hands of the surveyor. He is surveying and writing the deed for the property.

We have not received any bids for replacing the water line.

Dyment(Dusty Trl) Pressure Station: Billy has spoken with the neighbor about the fence expansion and easement (deed). We have to adjust the fence line for the new storage tank and because TXU does not want to move their guide wire. He will also need to get a price quote for a 7500 gallon tank.

Committee Reports:

Budget committee: The budget committee has reviewed the previous year's budgets. They have made some adjustments on some expense accounts. They should have an updated budget available for the June board meeting.

Personnel committee: The committee recommending implementing regular written performance evaluations for all employees. First evaluations for 2020 have been done.

Projects committee: General Manager showed the board the project's outline sheet that the committee has been working on. Director Mike Johnson will create a Google document that all can access on the current projects.

New Business:

Nick with the Mineral Wells Volunteer Fire department will come to the June 9th board meeting to discuss the donations that we collect from our members for them.

No Executive session was needed

A motion was made by **Director** –James Slattery to adjourn the meeting at 6:30 pm. It was seconded by **Director** – Mike Johnson. The motion passed and the meeting is adjourned.

President, Scott Royal

Secretary-Treasurer, Mike Wells

Vice-President, Nelson Bailey

Assistant Secretary-Treasurer, Penny Snow