

**Sturdivant-Progress Water Supply Corporation**  
**241 Village Bend Rd**  
**Mineral Wells, Texas 76067**  
940-325-6020 / [spwsc@suddenlinkmail.com](mailto:spwsc@suddenlinkmail.com)

**Officers** present:

**President** – Scott Royal  
**Vice-President** – Jeff Smith  
**Secretary-Treasurer** – Penny Snow  
**Assistant Secretary-Treasurer** – JB Watkins

**Directors** present:

James Slattery  
Mike Johnson  
Sarah Hahs

**Directors** absent:

Steven Byrom

**Also** present:

General Manager - Billy Brillhart  
Office Personnel –Rebekah Da Vault / Leslie Cottrell  
Potential new Director – Jeff Stow  
Accountants from Crawford Carter and Durbin – Marty Durbin and Angela Maddux  
Real Estate agent- Joy Townsend

**Call to Order / Invocation / Verification of Quorum:**

Called to Order by President Scott Royal at 5:00 pm May 11, 2022.

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

**Approval of the Minutes:**

**Director – Sarah Hahs** made a motion that the printed minutes from April 11, 2022 board meeting be accepted. **Director – Mike Johnson** seconded the motion. The motion passed 7-0.

**Financial Report- Crawford Carter and Durbin:**

Presentation of company financial reports (Copies are provided to members at the annual meeting and posted on the company website)

Mr. Durbin shared with the board, a comparison benchmark of Sturdivant Progress WSC with other water systems of similar size. The reports show how we compare on income and debits. This will help Sturdivant Progress WSC plan for future growth.

Mr. Durbin also brought up the company's vacation policy. He suggested that the board review the policy. Possibly think about a forced vacation policy (Take it or lose it).

We may also need to update our standard asset capitalization policy to \$2500.00.

On travel expenses, verify there are actual receipts for reimbursed charges.

Have year-end inventory count and value available by 1<sup>st</sup> week of January for the accountant.

Post company financials (annual tax return \* 990) on our website. We are a 501(c)(12) company.

Need to post on company website estimated costs of future projects, to account for money in the bank.

**Real Estate report (Highway 281 property for sale) -Joy Townsend:**

Presented the feed back that she had received from people who were interested in the Highway 281 property. People are concerned about how much of the property is in a flood area. She also mentioned the current price and the restrictions the Sturdivant Progress WSC would impose on the area. She did present one offer that she had received

on the property. She will send a copy of the offer to the General Manager to review. She will send weekly updates of potential buyers.

**Introduction of possible new Director – Jeff Stow**

He and his family have been a members of Sturdivant Progress WSC since the spring of 2021. He works for the Fire Department and is a Volunteer Firefighter. He has worked on many committees with the fire department.

**Secretary-Treasurer – Penny Snow** made a motion that we accept member Jeff Stow's application as a Director on the Board. **Vice-President – Jeff Smith** seconded the motion. The motion passed 7-0.

**Concerns of Customers:**

Member 1091, on S Swanson Rd. requested a tap install. We told them to mark with a stake. The purveyors went out and located. Line locates were called in to Texas811. Purveyors went out and installed tap. Father observed the install of the meter. Member is having trouble with neighbor. Neighbor says that 1091 has to move her driveway. She moved her stake for the tap after line locates were called in. She said that SPWSC personal should have seen the moved stake. She did not contact office until after tap install was started. She wants us to move tap. Billy told her it would cost an additional \$700.00. He has a meeting scheduled with her.

**Field Manager's Summary of Reports:**

**General Manager** Billy Brillhart presented Field Report, Work orders and Water Usage/Loss Report for, April 2022. He also presented the Office Report, Director's/Financial Report, and Sales/Receivables Report, for April 2022. *Copies of these are kept in the monthly reports folder and available for review upon request.*

For the month of April, SPWSC only had 1 major water leak on the 6" line on Oaks Crossing Rd. There were workorders issued for, 6 leak checks, 2-meter change outs at a cost of \$327.32, 3-meter installs at a cost of 719.31, 2 sewer tap installs and 1 meter pulled.

**Status of current projects:**

Water purchase contract with the City of Mineral Wells; The process is still on going.

Dusty Trail Culvert; We have our culvert and are still waiting on the county to do their part.

Salt situation Carter Rd wells: Billy and purveyors have not had a chance to check this week. They have been running(pumping) it for 36 hours then off for a day before they run another 36 hours. He will run a test this week.

FM 2256 pipeline upgrade project: The engineer has everything turned into the state. Waiting on final approval from the state. Once we receive their approval, we have the OK to work both ways to and from bridge.

**New Business:**

**Vice President Jeff Smith** made a motion that Sturdivant Progress WSC agree to follow the accounts suggestion to capitalize any expenditure or equipment \$2500.00 or more. The motion was seconded by **Director James Slattery**. The motion passed 7-0.

There were no committee reports.

A motion was made by **Director James Slattery** to adjourn the meeting at 7:00 pm. **Director Mike Johnson** seconded the motion. Approval was 7-0 and the meeting was adjourned.

---

President, Scott Royal

---

Secretary-Treasurer, Penny Snow

---

Vice-President, Jeff Smith

---

Assistant Secretary-Treasurer, JB Watkins