

MILLSAP WATER SUPPLY CORP.

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Millsap Water Supply Corporation Minutes of Board of Directors Regular Monthly Meeting October 12, 2023

President, Jamie French, called the meeting to order at 06:00 p.m., Thursday, October 12, 2023. Board members present were Jamie French, Fred Griffin, Steve Chuhaloff, Jason Mathews, Jason Schrick, Craig Barber, and Nancie Kathrens, Staff members present were Field Staff, Seth Herring, Bookkeeper, Dawne Steen, & Office Staff, Natasha Howard. Guests listed in attached Public Forum Sign In sheets.

On the item, open forum: no one signed up to speak.

Secretary Treasurer, Fred Griffin read the minutes of the regular monthly meeting of September 21, 2023. Jason Schrick made the motion to accept with changes, seconded by Nancie Kathrens. Motion passed 7 to 0.

Operators report was presented by Field Staff, Seth Herring as attached with the minutes. Jason Mathews made the motion to accept, seconded by Steve Chuhaloff. Motion passed 7 to 0.

Bookkeepers report was given by Bookkeeper/Office Manager, Dawne Steen, as attached with the minutes. Steve Chuhalof made the motion to accept, seconded by Jason Mathews. Motion passed 7 to 0.

Review of the consent approval list of new membership applications, transfers, relinquishes, as attached with the minutes resulted in:

Jason Mathews made the motion to approve, seconded by Craig Barber. Motion passed 7 to 0.

On the item pay remaining bills, approval with vote: Jason Schrick made the motion to pay the remaining bills as presented, seconded by Steve Chuhaloff. Motion passed 7 to 0.

On the item, review rate increase approved by the City of Mineral Wells: Fred Griffin reported on City of Mineral Wells rate increase.

On the item, discuss MWSC rate increase in response to the City of Mineral Wells increase, vote as necessary: Fred Griffin presented the current MWSC Rate Study as attached with the minutes. Jason Mathews made the motion to approve the rate increase, seconded by Jamie French. Motion passed 7 to 0.

On the item, review and discuss Election Procedures, forms, and timeline for the 2023-2024 year, vote as necessary: Jason Schrick made the motion to approve the procedures, forms, and timeline, seconded by Steve Chuhaloff. Motion passed 7 to 0.

On the item, discuss upgrading the new line at FM 3028 and Wilson Bend Rd., from ¾" to 2", vote as necessary: Seth presented quotes from Garrett Construction for 1" and 2" line options. Steve Chualoff made the motion to approve the quote for the 2" line option pending landowner's approval, seconded by Nancie Kathrens. Motion passed 7 to 0.


On the item, review and discuss quotes received for Pump Station 3 upgrades, vote if necessary: Item was tabled. We are waiting on a quote from Leonard's Water Service.

Under old business to discuss:


- (A) Operator to provide update on plans to expand lines and service into eastern parts of MWSC CCN –there was none to report
- (B) Operator to provide progress update on Automatic Readers – 0 Auto Reader installed.
- (C) Discuss updates related to City of Mineral Wells contract renewal, vote as necessary – none to report.
- (D) Discuss details related to ARPA funds: Projects, Implementation, and other as needed, vote as necessary- Fred Griffin updated Board on PCSUD interconnection Engineering RFP solicitation.
- (E) Other: none to report.

On the item New Business – Dawne discussed Mr. Garnder’s refusal to pay Customer Service Inspection fee. Bobby Clary had a leak for several days and wants to know if he can get a cost break. Discussion was had about MWSC fees with PUC petition and possible problems we may face.

There being no other business, Jason Mathews made the motion to adjourn, seconded by Jason Schrick. Motion passed 7 to 0. President, Jamie French adjourned the meeting at 7:33 p.m.



Jamie French, President



Fred Griffin, Secretary/Treasurer