

MILLSAP WATER SUPPLY CORP.

Mailing Address:
P.O. Box 158
Millsap, TX 76066

www.millsapwatersupplycorp.com

Street Address:
107 Fairview Rd.
Millsap, TX 76066

Phone: 940-682-4416

Millsap Water Supply Corporation Minutes of Board of Directors Regular Monthly Meeting December 10, 2020

Vice President, Arnold Garrett, called the meeting to order at 07:00 p.m., Thursday, December 10, 2020. Board members present were Fred Griffin, Jason Schrick, Jamie French, Arnold Garrett, and Joe Young. Staff members present were, Bookkeeper, Dawne Steen, Operator, Matt Souders and Office Staff, Natasha Howard.

Secretary/Treasurer Fred Griffin read the minutes of the regular monthly meeting of November 12, 2020. Fred Griffin made the motion to accept the minutes with changes, seconded by Jamie French. Motion passed 5 to 0.

Operator's report was given by Operator, Matt Souders as follows: Took one sick day, met with Jonathan for quarterly samples, met with B&B for tie in. I have twenty-five auto readers in. Called in to Mike McKinney to update auto readers. Worked on inventory for several days, inventory is complete. Jason Schrick asked about fencing start. Arnold Garrett asked about tie in procedures. Jamie French asked about connection of existing meters to MWSC water. Jamie French made the motion to accept the operators report as presented, seconded by Joe Young. Motion passed 5 to 0.

Bookkeepers report was presented by Bookkeeper, Dawne Steen as attached with the minutes. Jason Schrick made the motion to accept the Bookkeepers report as presented, seconded by Jamie French. Motion passed 5 to 0.

Review of new membership applications, member transfers and/or requests to relinquish memberships to process were of the following:

No Membership Relinquishes –

No New Membership Applications with Existing Tap –

No New Membership Application with New Tap –

Four Membership Transfers –

Acct. #95 – from Davis to Green

Acct. #19 – from Laffoon to Euton

Acct. #280 – from Colt Midstream to Young

Acct. #23 – from Logan to Majek Rentals, LLC

Jamie French made the motion to accept as presented, seconded by Joe Young. Motion passed 5 to 0.

On the item pay bills for Arnold & Son Construction – none were presented.

On the item pay bills for Arnold Garrett, Consultant – none were presented

On the item pay remaining bills, approval with vote – Fred Griffin made the motion to pay the remaining bills as presented, seconded by Jason Schrick. Motion passed 5 to 0.

On the item, discuss the responsibility for expenses related to Bulldog Crossing, vote if necessary: The developer is paying for everything.

On the item, discuss engaging an attorney, approval with vote: Dawne Steen explained what she was able to find out. Westenhoover was the only response she got. His rates are \$350 per hour. Joe young made the motion to engage only when needed, seconded by Jamie French. Motion passed 5 to 0.

On the item Discuss possible changes to customer installation costs for increasing costs in material and labor, vote if necessary: Joe Young made the motion to increase $\frac{3}{4}$ " material costs by approximately 20% bringing the

cost from \$583.96 to \$700.00 and the cost for 1" meter material costs by approximately 20% bringing the cost from \$780.50 to \$937.00. Motion was seconded by Jason Schrick. Motion passed 5 to 0.

On the item, discuss possible change to returned check fee, vote as necessary: The bank charges back \$7.50 for returned deposits plus \$3.00 if redeposited PayStar charges back \$4.00 for returned payments. Jason Schrick made the motion to increase the returned check fee to \$35.00, seconded by Jamie French. Motion passed 5 to 0.

On the item, review and approve Resolution Declaring Unopposed Candidates for the 2020-2021 election year, approval with vote: Jason Schrick read the Resolution as attached with minutes as read. Jason Schrick made the motion to approve the resolution, seconded by Jamie French. Motion passed 5 to 0.

On the item, discuss employee's Christmas bonus, vote if necessary: Fred Griffin made the motion to give 1 weeks pay as the bonus to Matt Souders, Dawne Steen, and Natasha Howard, seconded by Jamie French. Motion passed 5 to 0.

On the item, discuss holiday closing hours, approval with vote: Fred Griffin made the motion to close the office 12/24/2020, 12/25/2020, and 1/1/2021, seconded by Jason Schrick. Motion passed 5 to 0.

On the item, discuss being open on the Second Saturday of the month, vote as necessary: Joe Young made the motion to discontinue Second Saturday Opening starting January 2021, seconded by Jason Schrick. Motion passed 5 to 0.

On the item, review and discuss requirements for Application and Member Transfer forms, vote as necessary: Fred Griffin made the motion to remove Social Security number requirement on Application and Member Transfer forms, seconded by Jason Schrick. Motion passed 5 to 0.


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) Bookkeeper to report on Second Saturday Stats – there was none to report.
- (C) Operator to provide progress update on Automatic Readers – there was none to report.
- (D) Other - \$450.00 to pay the renewal cost for QuickBooks due in January
Dawne read an online submission from Tonya Coburn to the company thanking us for getting online bill pay.

On the item New Business –

- There was none to report.

There being no other business, Vice President, Arnold Garrett adjourned the meeting at 8:13 p.m.


Arnold Garrett, Vice President


Fred Griffin, Secretary/Treasurer