

# 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 June 15, 2023**

President, Jamie French, called the meeting to order at 06:00 p.m., Thursday, June 15, 2023. Board members present were Jamie French, Jason Schrick, Fred Griffin, Jason Mathews, & Craig Barber. Staff members present were Field Staff, Seth Herring, Bookkeeper/Office Manager, Dawne Steen, & Office Staff, Natasha Howard. Guests present were Bryan Felkins and Steve Chuhalof.

On the item, Bryan Felkins to address the board regarding meter he wants to acquire from another member: Bryan addressed the board about moving a previously moved meter back onto his property. Jamie French made the motion to move meter at Mr. Felkins' expense once the current owner has relinquished said meter, seconded by Jason Mathews. Motion passed 5 to 0.

On the item, Nancy Kathrens to address the board on Board of Directors position: Ms. Kathrens was not present.

On the item, discuss the resignation of Board of Directors member, Julie Freeman Resignation, vote as necessary: Jason Schrick made the motion to accept Julie's resignation, seconded by Jason Mathews. Motion passed 5 to 0.

Secretary Treasurer, Fred Griffin read the minutes of the regular monthly meeting of May 11, 2023. Jason Schrick made the motion to accept, seconded by Jamie French. Motion passed 5 to 0.

Operators report was given by Field Staff, Seth Herring. Seth reported that he unlocked one meter, had 4 meter installs, 2 retrofits, and 1 encoder repair. He talked to the contractor about leak repair on White Bull Ln. He talked to Matt about Pump Station 3 and will coordinate with Jacob Martin and contractor to get bids. Jason Schrick made the motion to accept the report, seconded by Jason Mathews. Motion passed 5 to 0.

Bookkeepers report was given by Bookkeeper/Office Manager, Dawne Steen as attached with the minutes. Craig Barber made the motion to accept, seconded by Jason Schrick. Motion passed 5 to 0.

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

Jamie French made the motion to approve, seconded by Jason Schrick. Motion passed 5 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 Jamie French. Motion passed 5 to 0.

On the item, review and discuss Director Applications: Fred Griffin made the motion to accept Steve Chuhalof's application and make him a Board of Directors member, seconded by Jamie French. Motion passed 5 to 0.

On the item, discuss On Call Light Duty Plumber or Water Repair Service, vote as necessary: Jason Schrick will request a rate sheet & information from a recommended plumber.

On the item, discuss pursuing purchase of Backhoe and maybe trailer, vote if necessary: this item was tabled.

On the item, discuss formally shutting down Temp Meter Water Sales, vote as necessary: Jamie French made the motion to halt Temp Meter Water Sales, seconded by Jason Schrick. Motion passed 6 to 0.

On the item, discuss closing office on Monday, July 3, 2023 as part of 4<sup>th</sup> of July holiday, vote if necessary: Jamie French made the motion to close the office on Monday, July 3, 2023, seconded by Jason Schrick. Motion passed 6 to 0.

On the item, discuss Seth Herring attending TRWA Training & Technical Conference, vote as necessary: Fred Griffin made the motion to send Seth to the conference happening July 12 – 13 in Galveston, seconded by Craig Barber. Motion passed 6 to 0.

The board went into Executive Session at 7:13 p.m.

The board came out of Executive Session at 7:26 p.m.

On the item, vote on resignation of Matthew L. Souders: Jamie French made the motion to accept Matt's resignation, seconded by Jason Schrick. Motion passed 6 to 0.

On the item, vote on terms for Operator Consultant: this item was tabled.


On the item, vote on update on Seth Herring's position and compensation: this item was tabled.


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 – 2 retrofits and 4 installs.
- (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- none to report.
- (E) Other: none to report.

On the item New Business – none to report.

There being no other business, Jamie French made the motion to adjourn, seconded by Jason Schrick. President, Jamie French adjourned the meeting at 7:29 p.m.

  
\_\_\_\_\_  
Jamie French, President

  
\_\_\_\_\_  
Fred Griffin, Secretary/Treasurer