

# **MILLSAP WATER SUPPLY CORP.**

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## **Millsap Water Supply Corporation Minutes of Board of Directors Regular Monthly Meeting February 10, 2022**

President, Jamie French, called the meeting to order at 06:00 p.m., Thursday, February 10, 2022. Board members present were Jamie French, Jason Schrick, Fred Griffin, Kenneth Barnes, Joe Young, Jason Mathews, and Julie Freeman. Staff members present were, Operator, Matt Souders and Bookkeeper/Office Manager, Dawne Steen.

Secretary/Treasurer, Fred Griffin read the minutes of the regular monthly meeting of January 13, 2022 as well as the minutes from the special meeting of January 18, 2022. Jason Schrick made the motion to accept both minutes as presented, seconded by Jason Mathews. Motion passed 7 to 0.

Operator's report was given by Operator, Matt Souders as attached with the minutes. Jamie French asked about the Giacalone meters and Matt explained the current situation. Jamie also asked about the Franco situation and if line is uncovered. Matt explained that it will be covered. Kenneth Barnes made the motion to accept the operators report as presented, seconded by Fred Griffin. Motion passed 7 to 0.

Bookkeepers report was given by Bookkeeper, Dawne Steen as attached with minutes. Jason Schrick made the motion to accept as presented, 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:  
Fred Griffin made the motion to approve with changes, seconded by Joe Young. Motion passed 7 to 0.

Review of the Engineering/Feasibility Study Consent Approval List resulted in:  
There were none to approve this month.

On the item pay bills for Arnold & Son Construction – Jason Schrick made the motion to pay the bill in the amount of \$5,435.00, seconded by Kenneth Barnes. Motion passed 7 to 0.

On the item pay bills for Arnold Garrett, Consultant – Kenneth Barnes made the motion to pay the bill in the amount of \$175.00, seconded by Jason Schrick. Motion passed 7 to 0.

On the item pay remaining bills, approval with vote – Joe Young made the motion to pay the remaining bills as presented, seconded by Kenneth Barnes. Motion passed 7 to 0.

On the item, discuss for approval high usage for Account No. 78 and possible special payment arrangements, vote as necessary: Fred Griffin made the motion to go with regular procedure, member will pay full price of double 12-month average gallon usage plus remaining gallons to be charged to member at MWSC cost, seconded by Jason Mathews. Motion passed 7 to 0.

On the item, discuss and approve prepayment on improvements to Pump Station #2 by Tank & Vessel Construction to serve Bulldog Crossing, which is to be paid for by the Gabriela, Delacruz, & Wells Co. (GD&W), vote as necessary: Joe Young made the motion to approve prepayment, seconded by Kenneth Barnes. Motion passed 7 to 0.

On the item, discuss and approve Reimbursement Agreement with the Gabriela, Delacruz & Wells Co. (GDW) for improvements to Pump Station #2 to serve Bulldog Crossing, vote as necessary: Julie Freeman made the motion to approve the Reimbursement Agreement, seconded by Kenneth Barnes. Motion passed 7 to 0.

On the item, discuss upgrade and improvements to Gholson Road Line and review estimate(s), approval with vote: this item was tabled until we find out about Grant money.

On the item, discuss and approve Insurance Quote from Higginbotham, vote as necessary: Jason Schrick made the motion to accept and approve the quote, seconded by Kenneth Barnes. Motion passed 7 to 0.

On the item, discuss revocation of membership on Account No. 505 – Katherine Marts at 600 N. Plum due to non-ownership of property and non-payment of bills, approval with vote: Jason Schrick made the motion to revoke with a balance remaining of \$421.25, seconded by Julie Freeman. Motion passed 7 to 0.

On the item, discuss revocation of membership on Account No. 301 – In Yong Yi at 202 S.E. Front St. due to non-ownership of property and non-payment of bills, approval with vote: Jason Schrick made the motion to revoke with a balance of \$506.71 as we are unable to locate Mr. Yi. Motion was seconded by Jason Mathews. Motion passed 7 to 0.

On the item, discuss and approve request for grant money from Parker County, vote as necessary: Fred Griffin made the motion to approve the request for grant money in the amount of \$2,350,000 out of the \$21,000,000 allocated to Parker County and for Jamie French to sign and submit the letter to Parker County Commissioner Larry Walden. Motion was seconded by Julie Freeman. Motion passed 7 to 0.

On the item, discuss and approve upgrade to QuickBooks Desktop Pro Plus 2022 subscription, vote as necessary: Fred Griffin made the motion to approve the purchase at \$349.99 per year, seconded by Jason Schrick. Motion passed 7 to 0.

On the item, discuss road bore for 315 Young Rd. for service pressure improvements, vote as necessary: Jason Schrick made the motion to go ahead with the road bore, seconded by Jason Mathews. Motion passed 7 to 0.

The board went into Executive Session at 7:41 p.m. and came out of Executive Session at 8:33 p.m.

On the item, vote on staffing changes to operations staff: Fred Griffin made the motion to make an offer to Seth Herring for a permanent part time position at \$20 per hour, hours to be determined, to work as an apprentice to Matt Souders. Motion was seconded by Joe Young. Motion passed 7 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) Operator to provide progress update on Automatic Readers – Caught up Bulldog Crossin installs and now working on changing out hard to read meters.
- (C) Operator to update modifications to Pump Station #2 for Pressure Tank to help serve Bulldog Crossing – there was none to report
- (D) Operator to provide update on Feasibility Study for Two Inch Meter Application/Request- there was none to report.
- (E) Other – there was none to report.

On the item New Business – Matt Souders mentioned Parker County SUD would like to meet with us to talk about them selling us water in the future.

There being no other business, President, Jamie French adjourned the meeting at 8:48 p.m.

  
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Jamie French, President

  
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Fred Griffin, Secretary/Treasurer