

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 November 12, 2020

President, Kenneth Barnes, called the meeting to order at 07:00 p.m., Thursday, November 12, 2020. Board members present were Fred Griffin, Kenneth Barnes, Jason Schrick, Joe Young, David Meals, and Arnold Garrett. Staff members present were, Bookkeeper, Dawne Steen, Operator, Matt Souders and Office Staff, Natasha Howard. Guest present was Ryan Zamarron.

Secretary/Treasurer Fred Griffin read the minutes of the regular monthly meeting of October 8, 2020. Arnold Garrett asked to check payment to Arnold & Son Construction for \$5,000 as stated in the minutes. David Meals inquired about the Jacob & Martin agreement for \$19,000 and about the MOU with Gabriela, Delacruz & Wells Co (GDW). Jason Schrick made the motion to accept the minutes with changes, seconded by Joe Young. Motion passed 6 to 0.

Operator's report was given by Operator, Matt Souders and attached with minutes. David Meals asked if we are going to pay for Hydro-Vac or will Sturdivant Progress pay for it. Matt said he will get on that. Arnold Garrett made the motion to accept the operators report as presented, seconded by David Meals. Motion passed 6 to 0.

Bookkeepers report was presented by Bookkeeper, Dawne Steen as follows, mailed bills, took agenda to county, worked on Past Dues, worked on new memberships, working on refinement of processes, worked on budget, rate increase letters mailed, and Directors Applications mailed. Jason Schrick made the motion to accept the Bookkeepers report as presented, seconded by David Meals. Motion passed 6 to 0.

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

One Membership Relinquishes –
Acct. #488 – Edwin Lindquist

No New Membership Applications with Existing Tap –

No New Membership Application with New Tap –

No Membership Transfers –

Arnold Garrett made the motion to accept as presented, seconded by David Meals. Motion passed 6 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 Kenneth Barnes. Motion passed 6 to 0.

On the item, approve transfer from First Financial Operating Reserve Account to Spirit OTB Operating Account for expenses incurred, vote as necessary: Fred Griffin made the motion to transfer \$25,800, seconded by David Meals. Motion passed 6 to 0.

On the item, discuss possible changes to customer installation costs for increasing costs in materials and labor, vote if necessary: item was tabled until next month.

On the item Discuss possible change to Returned Check Fee, vote as necessary: item was tabled until next month. The current fee is \$15.

On the item, discuss possible Amendments to By-Laws, Vote if necessary: No action taken.

On the item, select an Independent Election Auditor and alternate, approval with vote: David Meals made the motion to use Dorothy Hall as Independent Election Auditor and Nickie Presser as the alternate, seconded by Joe Young. Motion passed 6 to 0.

On the item, discuss, review, and approve 2021 Budget, vote if necessary: Fred Griffin made the motion to approve Budget as attached, seconded by Jason Schrick. Motion passed 6 to 0.

On the item, discuss writing off Bad Debts on revoked and relinquished membership accounts, approval with vote: the following accounts were up for write off:

- Acct. #162 - \$609.14
- Acct. #169 - \$972.26
- Acct. #170 - \$1,168.70
- Acct. #464 - \$420.22

Fred Griffin made the motion to write off all Bad Debts in the amount of \$3,174.32, seconded by Joe Young. Motion passed 6 to 0.

On the item, discuss using online banking with Spirit of Texas Operating Account, vote as necessary: Fred Griffin made the motion to go with online banking, seconded by David Meals. Motion passed 6 to 0.

On the item, discuss adding Bookkeeper/Office Manager, Dawne Steen as signatory to Spirit of Texas Accounts #0376213 and #0383678, vote as necessary: Joe Young made the motion to add Dawne Steen as a signatory, seconded by Jason Schrick. Motion passed 6 to 0

On the item, discuss engaging attorney, approval with vote: Fred Griffin made the motion to contact three lawyers, John Wickhouser, Gary Jordan, & Gary Westenhover, seconded by Arnold Garrett. Motion passed 6 to 0.

On the item, discuss and approve developer contribution to additional assets to provide adequate water service to Bulldog Crossing Development, approval with vote: Fred Griffin requested that Ryan Zamarron present to the board what has been put together to this point for approval. Fred Griffin made the motion to approve developer contribution of additional assets including pressure tank and agreement amendment with City of Mineral Wells. Motion seconded by Jason Schrick. Motion passed 4 to 0.

On the item, review and approve a Corporate Resolution to add Bookkeeper/Office Manager, Dawne Steen as signatory on Spirit of Texas Accounts #0376213 and #0383678, approval with vote: Fred Griffin made the motion to approve the Corporate Resolution, seconded by Jason Schrick. Motion passed 6 to 0.

On the item, review and approve a Corporate Resolution to add Online Banking to Spirit of Texas Accounts #0376213 and #0383678 with user sign-ons for Secretary/Treasurer, Fred Griffin and Bookkeeper/Office Manager, Dawne Steen, approval with vote: Fred Griffin made the motion to approve the Corporate Resolution, seconded by Jason Schrick. Motion passed 6 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 – on 10/10/2020 no one came in.
- (C) Operator to provide progress update on Automatic Readers – 4 have been installed with more being installed gradually.
- (D) -Other - there was none to report

On the item New Business –

- There was none to report.

There being no other business, President, Kenneth Barnes adjourned the meeting at 9:35 p.m.


Kenneth Barnes, President


Fred Griffin, Secretary/Treasurer