

**KING CREEK WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES**

Date: February 18, 2023/**Time:** 6:35pm-8:11pm/**Location:** 148 CR 1605, Clifton, TX 76634 (Kenneth Eubanks home)/**Dial in:** (978)990-5064, **Access Code:** 1408755#/Join Online: <https://join.freeconferencecall.com/kingcreekwsc>

Meeting called by: Kenneth Eubanks	Attendees: Kenneth Eubanks, Pres.; Craig Hoffman, VP; Pam Kellan, Sec.; Ron White, Shauna Latham; Bruce Roebuck
Type of Meeting: Monthly Meeting	Unable to Attend: Robin Hamilton
Facilitator: Kenneth Eubanks	Guests/VIP's: None
Note Taker: Kenneth Eubanks	
Timekeeper: Kenneth Eubanks	

AGENDA TOPICS

1. **Public Address: (15 minutes)**.....Kenneth Eubanks
Kenneth encouraged the board to put the word out to the neighborhood to register with United Cooperative Services for fiber internet, in order to show there is sufficient interest in the area to provide for this service.
2. **Secretary's Report: (5 minutes)**.....Pam Kellan
Craig motioned to accept the January board meeting minutes as presented. Ron 2nd. Motion passed
Discussion: None
 - A. **KCWSC Correspondence:** Kenneth presented mail received from TRWA pertaining to the annual TRWA conference in Austin. While the conference would be interesting and good for networking, the cost was prohibitive and could not be justified within our budget.
3. **Treasurer's Report: (10 minutes)**.....Presented by Kenneth
Robin did drop by to bring to the meeting the IRS forms that needed signatures and to be mailed ASAP to the IRS. Kenneth will complete and mail.
Ron motioned to accept the December Treasurer's report. Craig 2nd. Motion passed.
Discussion: None
Shauna motioned to accept the January Treasurer's report. Bruce 2nd. Motion passed.
Discussion: None
4. **New Business (30 minutes)**.....Kenneth Eubanks
 - A. **Corporate Policy Revision (carry over from January meeting)**
 1. **CP05 Service Disconnect for Non-Payment**
Craig motioned to accept and adopt the revision of CP05. Pam 2nd. Motion passed.
Discussion: Kenneth explained that the revision was to align our policy to the Texas Public Utility Commission rules for disconnection during an adverse event and to remove the duties of the Secretary transferring them to the President to be consistent with the corporate policies.

B. Meeting with TCEQ FMT

Discussion: Kenneth informed the board that he had a virtual meeting with Dean Sharp, Consultant for the TCEQ Financial Managerial & Technical team. The virtual meeting was primarily to get to know one another and help Dean focus in on the support KCWSC needs. The main areas for assistance are the LCRR, capital improvement planning, funding and priorities. On-site visit scheduled February 22nd at 10:00am, starting at Kenneth's house.

C. Grant Service: Langford Community Management Services

Discussion: Kenneth briefed the board on a conversation he had with one of the grant writer's from Langford. Kenneth had been put into contact with this person through a field technician for water meters. The grant writer highly encouraged KCWSC to apply for a Community Block grant that would require the application be submitted by the County on the behalf of KCWSC. Kenneth is in the process of authoring the letter of request to the Bosque County Judge, but not optimistic as the last request was not accepted by the Judge due to him considering it to be "money laundering".

D. KCWSC Appraisal Update

Discussion: Kenneth and Pam briefed the board about their virtual meeting with an appraisal firm Raftelis recommended by TRWA. The meeting was very informative, but the appraiser for the Texas region recommended that we do not seek and pay for an appraisal. His reasoning was should KCWSC were to sell, three new appraisals would be required by the PUC, to be paid for by the buyer. So any money spent by KCWSC would be wasted. PUC would not accept an appraisal provided by us, the seller. The appraiser did provide a couple of "back of napkin" appraisal methods that would give us an idea of the value of our system. Kenneth computed values based on these methods and the results ranged from the lowest of \$276,552 to the highest value of \$486,000 for the system. Kenneth recommended that this information be an agenda item for the annual KCWSC membership meeting to let the membership decide if the board should seek buyers.

5. OLD BUSINESS: (25 minutes).....Board Members

A. Monthly Service Fee

Discussion: Board discussed the feedback from the membership regarding the \$7.00 increase to the service fee. Very little pushback or comments from membership at this time.

B. Fence & Site Work with current site and new land purchase

Discussion: Board discussed that one corner of the existing fence is not on the actual property line and suspected main water line may be the reason. The main line needs to be located before work can begin. Kenneth stated he had been playing text-tag with a contractor but was not pleased with the contractor's lack of time for an in-person site review. The board approved to move forward with obtaining bids. The board discussed the removal of the rocks and cement from the site. No one has a solution for removing the

large concrete pad. The Management Committee will take on resolving the site clean up and obtaining the bids for the fence.

C. Meter Replacement

Discussion: Kenneth and Bruce briefed the board on their meeting with a local utility supplier on replacing the existing mechanical meters with Automatic Meter Read (AMR) capable meters. While the meters themselves are not expensive, compared to the current mechanical meters, the software and maintenance contracts would be added expenses for KCWSC. Kenneth is expecting to receive a full breakdown from the supplier.

D. Pump House

Discussion: Board agrees the pump house needs to be rebuilt, but plumbing needs to be done to optimize the space and equipment. Kenneth and Bruce will work on the design project and report their proposal to board when done.

E. Annual Membership Meeting Planning

Discussion: Kenneth presented the announcement and application he prepared for board candidate applications for review and approval by board. They need to be mailed to the membership within the next few days to stay on schedule with annual meeting procedures.

Craig motioned to accept as presented. Bruce 2nd. Motion passed.

Discussion regarding annual meeting date: Shauna questioned if the membership meeting could be moved from the current date (1st Saturday in May as stated in KCWSC bylaw) due to being Mother's Day weekend. Kenneth pointed out that this is our bylaw and to change would require the membership to vote on and accept a new date. Bylaws would need to be revised and proposed to the membership for a vote at this year's annual meeting to be effective in 2024. Kenneth agreed to find the sections of the bylaws that refer to the annual meeting and send to the Board for review and propose changes. Pam agreed to contact TRWA and ask if there was specific guidance concerning the Annual Meeting dates.

F. Operational Status

Discussion: None

G. Director's Report

Discussion: None



6. CLOSED SESSION BUSINESS (5 minutes).....Kenneth Eubanks

No closed session planned

7. TAKE ACTION

A. Review motions and action items for Minutes

B. Adjourned: Shauna motioned to adjourn. Ron 2nd. Motion passed

	3-15-23		3-15-23
Kenneth Eubanks-President	Date	Pam Kellan-Secretary	Date