

Board of Directors Meeting Minutes

King Creek Water Supply Company

Board of Directors Meeting was held at 148 CR 1605, Clifton, TX 76634

Meeting was called to order on February 8, 2022, at 6:36 pm with audio as well as virtually.

Pam Kellan, Ron White, Kenneth Eubanks, Pam Browning, Robin Hamilton, Shauna Latham and Craig Hoffman present.

There are no members in attendance virtually or in person.

1. Public Address – Letter received from TxDOT regarding the bridge over the Brazos River at Kimball Bend on Hwy 174. The bridge is in the planning stage and will be replaced soon. They sent a map as well.
Grant administration company has been hired by Bosque County to help with the disbursement of funds from the American Rescue Plan.
2. Secretary's Report
 - A. Previous meeting minutes – Ron motioned to accept the minutes as presented to the Board. Craig seconded. All in favor.
 - B. Kenneth is to notify David Posten to update the email distribution to remove Tyler Dunlap.
 - C. KCWSC has received a Property Rendition request from the Bosque County Central Appraisal District. Craig informed the Board that he had been contacted by someone asking if any of the KCWSC property had changed. Kenneth stated that he would complete the forms and contact the BCAD for additional information.
3. Treasurer's Report
 - A. Pam B made the motion to accept the Treasurer's Reports as presented to the Board. Ron seconded. Discussion: Kenneth presented to the Board two reports prepared by Robin H. from QuickBooks. These two reports were a monthly Profit & Loss Summary report, and a monthly account Balance Sheet Detail. Motion passed
 - B. Kenneth informed the Board that the TCEQ Assessment Fee had been paid and presented the receipt to the Treasurer.
4. New Business –
 - A. Annual meeting is rapidly approaching. Applications for Board members will be mailed out soon. Ballots have been preliminarily prepared. Board members terms that are expiring are Pam B and Shawna. March 18 applications for board members' due back. March 23 is the final deadline for revised or clarified applications. March 28 the board will select an independent auditor and finalize the ballot, Agenda, and meeting packet. April 7 the meeting packet will be complete and will be sent out. April 9 the voter roster will be made available. May 4 we will post the notice of meeting. May 6 is deadline for ballots received by mail. May 7 is the annual members meeting date. The draft voting roster has been updated. Craig

made a motion to accept the application forms as presented. Pam K seconded. All in favor. Pam K will check the member roster for accuracy.

- B. Kenneth briefed the Board recent operational activity:
- i. The master meter has been replaced. Kenneth has noted the new meter is “acting” just like the old meter in that it seems to be erratic in the dial reading. After consulting with David, the reason is unknown, but the condition is being monitored.
 - ii. The ground storage level meter was moved from outside into the well house for freeze protection and ease of access. Kenneth pointed out that there really wasn’t anything easy about reading the meter as one must get down on their hands and knees to get a clear view of the meter and expressed his dissatisfaction with the lack of forethought by the installation.
 - iii. MP Electric has installed the system alarm; however, Kenneth again expressed his dissatisfaction with the installation and equipment installed. The alarm can only be controlled by a small remote control and there is no manual control for the alarm which is required by TCEQ for testing. Kenneth and David met to discuss the installation and could not get the alarm to function. David contacted MP Electric which agreed to remove the alarm and give credit for the equipment, but the installation would still be charged. Kenneth briefed the Board that with the consent of the Management Committee he had purchased a new alarm unit that has a light and audible alarm and constructed a control panel that David said would meet the TCEQ requirements. Kenneth presented the invoices to the Treasurer for a reimbursement of \$85.52.
 - iv. Because of the meter issue, and recent master control overload faults, Kenneth asked David to get an estimate for Well Pump Replacement bid just for financial awareness. The bid was approximately \$26,000. Kenneth did not have a copy of the bid to pass around. David believes the pump is not the issue, but instead the power coming in from the grid being the contributing factor to the overload faults. David provided Kenneth with information for a SubMonitor Connect which will monitor the incoming electricity. However, these devices are not widely accepted by the electric companies as they are more sensitive than the allowed fluctuation in the electricity. Craig stated that these devices really do not help solve the problem and suggested that KCWSC contact Wallace Electric and Controls in Meridian to address the issue.
- C. Kenneth presented the Board with the various forms and agreements required to be completed and sent to Phil Elledge the Engineer who KCWSC has selected to perform the system design and for the application of the USDA SEARCH grant to pay for the engineering. Robin pointed out that the Engineering Agreement had a section that stated the payments to the Engineer would be billed monthly but there was no wording that stated this would be after the securing the SEARCH grant funding. Kenneth stated he would consult with the Engineer and amend the agreement section before signing the agreement.
- D. Garbage – Kenneth and Pam Browning discussed with the Board the possibilities of various options that KCWSC could offer the membership as an added benefit from KCWSC. The main goal is to reduce the number of garbage trucks in the neighborhood due to the damage to the roads. Kenneth had verified that the RVS software does have the capability to manage the billing for garbage, but highly discouraged the Board from becoming a middleman between the customers and the garbage service. Instead, Kenneth recommended that KCWSC work with the various garbage service provider to get a discount as a KCWSC customer in exchange for a certain percentage of customers or for exclusive garbage service rights in the neighborhood. Pam Kellan agreed to research and get a list of garbage providers in the area to approach to see what they could offer or recommend. The Board

decided that any action on garbage service would be an agenda item for the Annual Membership meeting for consideration and vote.

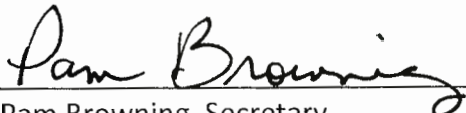
5. Old Business –
Members

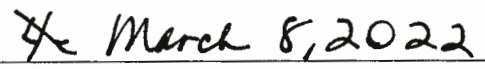
- A. Senate Bill 3 Emergency Preparedness Plan – Kenneth stated there was no information to share on this subject. No correspondence has been received from the TCEQ regarding the request for financial hardship waiver.
- B. Property Acquisition for Future Expansion Needs. Kenneth had no new information to present to the board. The Board recommended that Kenneth reach out to the potential site owners for an update.
- C. KCWSC Public Notification Billboard – No actions have been taken.

6. Closed Session Business – None

7. Take Action

- A. Review motions and action items for Minutes
- B. Adjourn meeting – Shauna motioned to adjourn the meeting. Craig 2nd. No further discussion. Motion passed. Meeting adjourned at 8:21 PM.


Pam Browning, Secretary


Date