

MOFFAT WATER SUPPLY CORPORATION
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Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, August 21, 2023**, at Moffat Community Center Located at 13410 Kuykendall Mountain Road., Temple Texas, 76502.

Board Members Present:

Russell Coufal, Vice President
Dewitt Mayfield, Secretary/Treasurer
Paul Carr, Director
John Bockhold, Director

Board Members Absent:

Lafonda Brown, President

Staff Members:

Damon Boniface
Rebecca Miller

1. Call to order.

Vice President, Russell Coufal called the meeting to order at 5:32 pm.

2. Presiding Officer determine if a quorum is established.

Vice President, Russell Coufal determined that a quorum was established.

3. Invocation.

Led by General Manager, Boniface

4. Pledge of Allegiance to the Flag.

Led by Vice President, Russell Coufal

5. Discussion and possible action to adopt the order of the day.

Motion to approve by Sec./Treas., Dewitt Mayfield and seconded by Director, Paul Carr.

Motion carried 4-0.

6. Public Comments.

No public comments.

7. Discussion and possible action to approve the Minutes from the July 17th, 2023, Regular meeting.

Motion to approve made by Sec./Treas., Dewitt Mayfield, seconded by Director, Paul Carr

Motion carried 4-0.

8. Discussion and possible action to approve the Financial Report for July 2023 and disbursement to date, subject to audit.

General Manger, Boniface reported the field operators repaired a leak in Cedar Ridge Park that was back in the woods, oversight of normal traffic and had been leaking for a while.

Boniface mentioned the Bluebonnet bill for July was higher than normal due to increased water demand and seized the opportunity to increase monthly maximum from 600 gpm to 740 gpm.

Motion to approve made by Director, John Bockhold and seconded by Sec./Treas., Dewitt Mayfield.

Motion carried 4 -0.

9. Moffat Water Supply Corporation Board of Directors shall convene into Executive Session pursuant Texas Government Code, Section 551.074, personnel matters.

In accordance with the Texas Open Meeting Act, the Board did not meet in closed session.

10. Discussion and possible action on personnel matters.

General Manger, Boniface presented the proposed revised org chart by repurposing one Operator position to Lead Operator and described position duties and responsibilities. He presented proposed increased job requirements for all operator positions.

Based on questions from the Sec./Tres., Dewitt Mayfield and Director, John Bockhold, GM Boniface went in details about the TCEQ licenses requirements and naming conventions for Moffat WSC, and explained the difference between surface water operator vs groundwater operator and how the surface water license operator supersedes groundwater license.

General Manager, Boniface presented proposed salary increases for fiscal year 2024. The directors discussed adopting an official government inflation index, or adopting a value they feel is reasonable for the employees when establishing an inflation escalation each year and include the change as footnote to the pay scale document. In addition, it was discussed by the Board how merit raises are at the discretion of the general manager.

Motion to approve the proposed org chart changes and salary increases made by Sec./Tres., Dewitt Mayfield and seconded by Director, Paul Carr.

Motion carried 4-0

Motion to approve that each year the Personnel Committee will review the appropriate government inflation indices and use them as a baseline when considering cost of living increases, and with adjusting the maximum pay per position, accordingly, made by Sec./Tres., Dewitt Mayfield and seconded by Director, Paul Carr.

Motion carried 4-0

11. Discussion and possible action to adopt proposed fiscal year 2024 operating and capital budgets.

General Manger, Boniface recapped fiscal year 2023 capital projects and presented proposed capital projects for fiscal year 2024. Boniface stated operation projects were identified in the latest Maser Plan update, 2020.

In response to Director, Paul Carr's, question, Boniface stated transferring \$60,000 was an amount determined by a previous Board and approved to have the amount transferred automatically at the conclusion of each fiscal year from the operating account to capital. GM, Boniface, explained how the Board can increase that amount at their discretion but recommended maintaining three months of operating expense in the account (operating).

GM, Boniface explained the proposed fiscal year 2024 operating budget and described the changes per line item.

Motion to approve by Director, John Bockhold and seconded by Vice President, Russell Coufal.

Motion carried 4-0

12. Discussion and possible action on current drought conditions and possible implementation of increased water restrictions.

GM Boniface mentioned noticed how water usage decreases on non-watering days but usages increases during water days, but it is too soon to determine if usage has decreased compared to last month (July).

No action.

13. Discussion and possible action to approve Application for Payment from Maquire Iron, Inc. for construction related to the new 200,000-gallon elevated storage tank on Jubilee Springs Road.

GM Boniface described the hydraulics issues by needing additional pressure to fill the new tank to overflow to commission it and put it in service. Currently, working with the engineer to resolve the problem

No action.

14. Report on Bluebonnet WSC monthly board meetings for July 18 and August 15, 2023.

Sec./Tres., Dewitt Mayfield, mentioned Bluebonnet pumped record amount of water for July, 143,000,000 million gallons water sold. Mayfield mentioned Bluebonnet needs to install a new waterline to Spring Valley

WSC and will probably be next year before they increase their current water rates (\$3.50/1,000 gallons sold). Further, Mayfield described the condition of Bluebonnet's in-take with being out of water due to low lake levels. GM Boniface stated this is why we are trying to move quickly with Clearwater to have Moffat's permitted groundwater capacity increased to be have additional available water to service Moffat's customers when Bluebonnet restricts water usage under emergency conditions.

15. General Manager's report.

GM, Boniface stated that he submitted Moffat's groundwater permit application to Clearwater. He will inform the Board once a hearing date is established and recommended that at least one Board member attend as representative for MWSC. GM mentioned that himself and Liz from RW Hardin and Associates will the present the application and respond to questions from Clearwater Board.

16. Director's Comments.

None

17. Adjourn.

Motion to adjourn by Director Dewitt Mayfield and seconded by Director, John Bockhold.

Motion carried 4-0.

Meeting adjourned at 6:54 pm.

Subject to approval by the Board of Directors at the next regular Board Meeting on October 16, 2023.

Signed by: Presiding Officer 

ATTEST: Secretary/Treasurer 

NOTE: A USB memory stick or Compact disk of this meeting is available upon request.

1 Agenda items may be considered, deliberated and/or acted upon in a different order than set forth above.

2 The Moffat Water Supply Corporation is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact the office at 254-986-2457 at least 24 hours in advance if accommodation is needed.

3 Citizens who desire to address the Board on any matter may sign up to do so prior to the beginning of this meeting. Public comments will be received during this portion of the meeting. Please limit comments to 3 minutes. No discussion or final action will be taken by the Board at this meeting.

4 During the meeting, the Board reserves the right to go into executive session for any of the purposes authorized under V.T.C.A., Government Code, Chapter 551, for any item on the above agenda or as otherwise authorized by law.