

**MOFFAT WATER SUPPLY CORPORTION**  
**5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502**  
**TEL: 254.986.2457 FAX: 254.986.2530**  
[www.moffatwatersupply.com](http://www.moffatwatersupply.com)

Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, December 5th, 2022**, at Moffat Community Center Located at 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

**Board Members Present:**

Lafonda Brown, President  
Russel Coufal, Vice President  
Jeff Haugh, Director  
Dewitt Mayfield, Secretary/ Treasurer  
John Bockhold, Director

**Board Members Absent:**

None

**Staff Members:**

Damon Boniface  
Rebecca Miller

**Guests:**

None

**1. Call to order.**

President Brown called the meeting to order at 3:00pm.

**2. Presiding Officer determine if a quorum is established.**

President Brown determined that a quorum was established.

**3. Invocation.**

Led by General Manager Damon Boniface.

**4. Pledge of Allegiance to the Flag.**

Led by President Brown.

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

Motion to approve by Director Haugh, seconded by Secretary/Treasurer Mayfield.

**Motion carried 5-0.**

**6. Public Comments.**

No public comments.

**7. Discussion and Possible action to select an Independent Election Auditor, for the 2023 annual membership meeting.**

GM Boniface stated there is no action needing to be taken due to no election and this topic was only posted to the agenda because we must post it 72 hours in advance to the meeting. GM Boniface stated we were well within the time limit.

**8. Discussion and possible action to approve a resolution declaring unopposed candidates for Board of directors of Moffat Water Supply Corporation to be elected to the Board during the 2023 annual membership meeting.**

GM Boniface had this resolution provided in the BOD packets and stated that it was the same resolution that was approved by the board the previous year. There were two positions available and the only applicant who applied was John Bockhold. GM Boniface had stated that John Bockhold did qualify to continue serving on the board also, that the resolution needed to be signed by President Brown and Vice President Coufal so Moffat Water Supply employees can post it as soon as possible to the website and at the Moffat Water Supply office.

Motion to approve resolution declaring unopposed candidates elected made by Secretary/Treasurer Mayfield and seconded by Director Haugh.

**Motion carried 5-0.**

**9. Discussion and possible action to approve the 2023 annual meeting notice and agenda.**

GM Boniface goes over the annual meeting/agenda as well as showing the BOD that the third paragraph in the agenda states, we have a vacancy and if any member is interested in filling the spot, we have applications at the office, and they can reach out to Moffat Water Supply for application slips. Then, we will give the applications to the board and a certain applicant will be appointed. President Brown make note that all of this will be posted on the website as well.

Motion to approve the 2023 annual meeting notice and agenda made by Director Bockhold, seconded by Secretary/Treasurer Mayfield.

**Motion carried 5-0.**

**10. Moffat Water supply Corporation Board of Directors Shall convene into Executive session pursuant Texas Government Code, Section 551.074, Personnel Matters.**

*President Lafonda Brown closed regular session and moved into Executive Session at 3:09pm*

*President Lafonda Brown reconvened Regular Session at 3:39pm*

**11. Discussion and possible action on personnel matters.**

GM Boniface stated that if an employee is out for personal reasons, they can go with negative PTO until short term disability kicks in, and if corporation would supplement their salary for 60 days once the short-term kicks in.

Motion by Treasurer/Secretary Dewitt Mayfield and seconded by Jeff Haugh.

**Motion carried 5-0.**

## **12. Discussion and possible action on updating Moffat WSC Tariff.**

GM Boniface stated there is repeat meter tampering. The tariff states we can charge 6 x base rate, no matter how many offenses. Damon Boniface had stated he reached out to other utilities and have found a solution to decrease the meter tampering for the repeat offenders. We have put together what is called a teared penalty process.

1<sup>st</sup> offense- 6x base rate

2<sup>nd</sup> offense-10x base rate

3<sup>rd</sup> offense- 12x base rate + fee's (service terminated & pay corporation that due before re-service)

President Brown made mention if the customer was shut off and the customer cut the lock, if it was necessary for the customer to pay all fees before getting water again? GM Boniface stated they must pay all fees before re-instating water at the property.

BOD asked about if the customer committing the offense went to different houses, how would the company charge for different location. Staff member Rebecca Miller stated that no matter the spot of the offense, if the customer keeps on tampering, then we hold them accountable for how many offenses all together. BOD discussed the time frame on these updated fees and President Brown stated, there should be no time frame.

Director Bockhold mentioned the fact that if there is a tenant and owner situation, then we need to make it clear that the owner will be charged and not the tenant. Staff member Miller read aloud the changed sentence to the BOD, and all agreed on the change.

Motion to approve Moffat WSC Tariff updates made by Secretary/Treasurer Mayfield, seconded by Director Bockhold.

**Motion carried 5-0**

## **13. Adjourned.**

President Brown thanked everyone for their time this afternoon and hoped everyone to stay healthy and well for Christmas and New Year's.

Motion to adjourn made by Director Haugh and seconded by Secretary/Treasurer Mayfield.

**Motion carried 5-0.**

***Meeting adjourned at 4:02pm.***

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

Signed by: Presiding Officer Rafonda Brown

ATTEST: Secretary/Treasurer [Signature]

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.*