

**MOFFAT WATER SUPPLY CORPORATION**  
**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, February 17, 2020**, at Moffat Water Supply, located at 5460 Lakeaire Blvd, Temple, Texas, 76502.

**Board Members Present:**

Lafonda Wilsey, President  
Kevin Harmon, Vice President  
Margaret Young, Sec./Treas.  
Russell Coufal, Director  
Jeff Haugh, Director

**Board Members Absent:**

None

**Staff Members:**

Damon Boniface  
Rebecca Miller

**Guests:**

Gil Gregory

**1. Call to order.**

President Wilsey called the meeting to order at 5:33pm.

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

President Wilsey determined that a quorum was established.

**3. Invocation.**

Invocation led by General Manager Damon Boniface.

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

Pledge of Allegiance led by President Wilsey.

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

Motion to approve by Vice President Harmon, seconded by Director Young.

**Motion carried 5-0.**

**6. Public Comments.**

No public comments.

**7. Discussion and possible action to approve the Minutes from January 20, 2020 Regular Meeting.**

Motion to approve by Vice President Harmon, seconded by Director Coufal.

**Motion carried 5-0.**

**8. Discussion and possible action to approve the Financial Report for January 2020 and disbursements to date, subject to audit.**

Vice President Harmon asked about the 2020 January disbursements. Rebecca said she would make the correction that was needed to be made regarding payment to Texas Water Development Board. GM Boniface explained that MWSC is obligated to continue paying on the Brazos River Authority contract through the fiscal year.

Motion to approve by Vice President Harmon, seconded by Director Coufal.

**Motion carried 5-0.**

**9. Discussion and possible action to approve Board Resolution to update signers on banking/financial accounts.**

GM Damon stated that with the change in the board MWSC is required to update our signature cards with Central National Bank. Part of the Resolution also includes getting a corporation debit card for Operator, James Horton. GM Boniface then stated that the Resolution also includes removing Cheryl and Andrew from having access to MWSC accounts.

Motion to approve by Director Coufal, seconded by Vice President Harmon.

**Motion carried 5-0.**

**10. Discussion and possible action on Personnel Policies of Moffat Water Supply Corporation, Employee Handbook.**

GM Boniface stated there is discrepancy in the Policy requiring reimbursement for tuition and exam and license fees when an employee separates from the Corporation. Damon recommended a solution to require reimbursement on a Pro Rata basis:

- 100% reimbursement if the Employee resigns or is terminated within the first 6 months,
- 25% reimbursement if the Employee resigns or is terminated between months 6 thru 12, and
- No reimbursement if the Employee resigns or is terminated after 12 months.

Director young recommended listing changes in section 16.11(d) only, with a sentence in section 9.02 and 9.03 stating, "as specified in section 16.11(d).

Motion to approve by Vice President Harmon, seconded by Sec/Treas Young.

**Motion carried 5-0.**

### **11. Discussion and possible action to approve a resolution adopting the Water Conservation Plan.**

GM Boniface stated that the Water Conservation Plan is a requirement by the Texas Water Development Board and is highly recommended by TCEQ. Damon, Gil, and Tom went through the plans together and did find errors that Kevin had previously pointed out but have made corrections.

Motion to approve by Director Haugh, seconded by Director Coufal.

**Motion carried 5-0.**

### **12. Discussion and possible action to approve a resolution adopting the Drought Contingency Plan.**

GM Boniface stated that the Drought Contingency Plan is a requirement by the Texas Water Development Board and TCEQ. Damon, Gil, and Tom went through the plans together and did find errors that Kevin had previously pointed out but have made corrections.

Motion to approve by Director Haugh, seconded by Director Coufal.

**Motion carried 5-0.**

### **13. Discussion and possible action on Aycock Road Waterline Replacement Project.**

GM Boniface stated that (weather permitting) they should be at the end of Aycock Rd getting ready to make the tie-in next week. MRB Group Project Manager, Gil Gregory gave an update on how close the project is to being complete and that they are getting ready to test the lines and collect bacteriological samples. GM Boniface presented and explained the Contractor's Application for payment.

Motion to make payment to Flanagan Construction made by Vice President Harmon; Seconded by Sec/Treas Young.

**Motion carried 5-0.**

### **14. Discussion and possible action on New 200,000 Gallon Elevated Storage Tank and Water Well project.**

GM Boniface stated that approving the Water Conservation and Drought Contingency plans helps by getting us closer to finishing up the planning phase for this project. Damon, Tom, and Gil met to review the Engineers Feasibility Report and found more updates that need to be done. Once MRB completes their updates on the EFR, they will submit the report, both plans, and the demolition plans to Texas Water Development Board for acceptance and comments. After it has been approved, we can move forward with advertising for bids for the demolition.

Gil Gregory stated that Associated Well from Stephenville continued to fish the obstruction out that is the well but was unsuccessful. Gil talked to Jurgensen Pump about coming out to video and look at the well and is waiting to hear back from them to schedule. President Lafonda mentioned running an efficiency test on the old pump to see what percent efficiency its running at.

**No action taken.**

### **15. General Manager's Report.**

GM Boniface stated he filled the 3<sup>rd</sup> vacant operator position with an experienced operator with a C license and he will be starting work the first part of March. Damon mentioned how he received a call from JC Wall regarding their nonstandard service contract that they have with MWSC. JC stated he is no longer wanting to make monthly payments on the unsold lots in North Lake, but due to their contract, that is not allowed. Damon went ahead and reached out to Texas Rural Water and sent them the contract agreement and they confirmed that Wall Development cannot get out of the contract. GM Boniface thanked everyone for all their effort. He then told the board they should be receiving a letter in the mail about the system change from chloramine to free chlorine on April 1, 2020. Vice President Kevin asked Damon if he was still planning on getting new phones, so Damon informed the board that he spoke to Jeremy from Lighthouse IT about getting rid of all of the landlines and getting a phone system that is connected through internet and computers that would reduce the cost a month for phones.

### **16. Director's Comments.**

Director Jeff Haugh stated that he got a tour of the Moffat system by Damon and the Bluebonnet system by Adalit and was very impressed. Sec/Treas Margaret Young said she was very pleased with how things were going. President Wilsey thanked everybody for their time and effort.

### **17. Adjourn.**

Motion to adjourn made by Vice President Harmon, seconded by Director Coufal.

**Motion carried 5-0.**

*Meeting adjourned at 6:28 pm.*

Subject to approval by the Board of Directors at the next regular Board Meeting on March 16, 2020.

Signed by: Presiding Officer *Rafonda Wilsey*

ATTEST: Secretary/Treasurer *Margaret Young*

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

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

*<sup>2</sup> 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.*

**<sup>3</sup> 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.**

*<sup>4</sup> 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.*