

MOFFAT WATER SUPPLY CORPORATION
5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502
TEL: 254.986.2457 FAX: 254.986.2530
www.moffatwatersupply.com

Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, January 20, 2020**, at The Moffat Volunteer Fire Department, located at 5660 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
Jordan Padgett

Guests:

Gil Gregory

1. Call to order.

President Wilsey called the meeting to order at 8:09pm.

2. Presiding Officer determine if a quorum is established.

President Wilsey determined that a quorum was established.

3. Invocation.

Invocation was given during the Annual Meeting by Vice President Harmon.

4. Pledge of Allegiance to the Flag.

Pledge of Allegiance was lead during the Annual Meeting 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 for appointing one qualified member to the Board of Directors in accordance with Moffat WSC bylaws.

GM Damon Boniface stated that according to the bylaws, the board is required to fill the position within 60 days from the time it became available. Stated no members submitted a ballot for the election process and that the board will need to appoint a system member that is in good standing to fill the vacancy for 1 year and if that individual wants to continue on, they will have to run for election next year. Mr. Jeff Haugh told a little bit about himself and his knowledge in the water industry and stated how he thinks he will be a great fit for the MWSC Board. Motion to appoint Mr. Haugh to serve on the board for the remainder of this year made by Director Young; Seconded by Director Coufal.

Motion carried 5-0.

8. Board of Directors shall elect a President.

Motion for Lafonda Wilsey to remain as President made by Director Harmon; Seconded by Sec/Treas Young.

Motion carried 5-0.

9. Board of Directors shall elect a Vice-President.

Motion for Kevin Harmon to remain as Vice-President made by Director Coufal; Seconded by Director Haugh.

Motion carried 5-0.

10. Board of Directors shall elect a Secretary-Treasurer.

Motion for Margaret to become Secretary/Treasurer made by Director Coufal; Seconded by Vice-President Harmon.

Motion carried 5-0.

11. Board President appoints all committee(s).

Personnel Committee:

Director Russell Coufal and Sec/Treas Margaret Young

Emergency Draught Contingency Committee:

General Manager Damon Boniface, President Lafonda Wilsey, and Director Jeff Haugh

Budget and Financial Committee:

General Manager Damon Boniface, Director Kevin Harmon and Sec/Treas Margaret Young

12. Discussion and possible action to approve a resolution for nominating candidates for election to the Board of Directors at the annual meeting for Bluebonnet Water Supply Corporation.

Motion for Director Jeff Haugh to become the primary representative for MWSC and start attending Bluebonnet Water Supply Corporation board meetings on the 3rd Tuesday of every month made by Vice President Kevin Harmon; Seconded by Sec/Treas Young.

Motion carried 5-0.

13. Discussion and possible action to approve the minutes from December 16, 2019 Regular Meeting.

Motion to approve December 16, 2019 minutes as presented by Vice-President Harmon, seconded by Director Coufal.

Motion carried 5-0.

14. Discussion and possible action to approve the Financial Report for December 2019 and disbursements to date, subject to audit.

Vice President Harmon inquired about expenses related to Repairs and Maintenance and Supplies and Materials. GM Boniface responded by informing him that the expenses were related to replacing the pump motor and drive unit at PS1 along with necessary electrical/SCADA work. Motion to approve December 2019 Financial Reports and disbursements to date, subject to audit made by Vice President Harmon, seconded by Director Haugh.

Motion carried 5-0.

15. Discussion and possible action to approve Fiscal Year 2019 financial audit.

Motion to approve Fiscal Year 2019 financial audit made by Sec/Treas Young, seconded by Director Coufal.

Motion carried 5-0.

16. Discussion and possible action to approve a resolution for the Water Conservation Plan.

No action, item tabled to February board meeting for further review by the Board.

17. Discussion and possible action to approve a resolution for the Drought Contingency Plan.

No action, item tabled to February board meeting for further review by the Board.

18. Discussion and Possible action on Aycock Road Waterline Replacement project.

MRB Group Project Manager, Gil Gregory gave updates on where they are at on the project and stated they are about a month and a half to two months out before being completed. General Manager Boniface presented and explained the Contractor's Application for payment. Motion to make the payment to Flanagan Construction made by Vice President Harmon; Seconded by Director Haugh.

Motion carried 5-0.

19. Discussion and possible action on New 200,000 Gallon Elevated Storage Tank and Water Well Project.

Gil Gregory stated he gave Damon plans for the demolition for him to review. He informed the board that the next step is getting approval from Texas Water Development Board for them to go out for bids, then follow that by setting up bid schedule. On the demolition side of things, once its demolished then they will come in and finalize the survey & Geotech in that location for the elevated tank. Gregory then went on to talk about the Well evaluation and how Associated Well Services from Stephenville, TX, will be here soon to remove the obstruction from the well. Director Coufal inquired about the possibility of "side tracking" the Well and Gil said that is not an approved method.

No action taken.

20. *Moffat WSC Board of Directors shall convene into Executive Session pursuant Texas Government Code, Section 551.074, deliberations about personnel matters.*

21. Discussion and possible action on Executive Session item, personnel items.

Discussion only, no action taken.

22. General Manager's Report.

GM Damon Boniface stated that MWSC has pumped nearly 99% of our permitted groundwater which will help with reducing MWSC's monthly minimum with BWSC for FY 2021. He also informed the Board that he has filled the 2 vacant operator positions by adding James Horton and Chase Estes to our Team. Damon thanked the Board for approving that 3rd operator position.

23. Director's Comments.

Sec/Treas Young stated that she appreciated the Staff and all the hard work they do. Vice President Harmon and Director Coufal welcomed Jeff Haugh to the board. President Wilsey thanked the Board and Staff for their hard work and all that they accomplished & mentioned starting the Annual Meeting a little earlier next year.

24. Adjourn.

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

Motion carried 5-0.

Meeting adjourned at 9:33 pm.

Subject to approval by the Board of Directors at the next regular Board Meeting on February 17, 2020.

Signed by: Presiding Officer Rafonda Wilsen

ATTEST: Secretary/Treasurer Margaret Young

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.