

**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, September 21, 2020**, located at Moffat Community Center, 13410 Kuykendall Mountain Road, 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:**

**Staff Members:**

Damon Boniface  
Rebecca Miller

**Guests:**

Gil Gregory  
Lance Berisher  
Otto Wiederhold

**1. Call to order.**

President Wilsey called the meeting to order at 5:31pm.

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

President Wilsey determined that a quorum was established.

**3. Invocation.**

Invocation led by General Manager 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 Coufal.

**Motion carried 5-0.**

**6. Public Comments.**

No public comments.

**7. Discussion and possible action to approve the Minutes from August 17, 2020 Regular Meeting.**

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

**Motion carried 5-0.**

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

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

**Motion carried 5-0.**

**9. Discussion and possible action on 2012 Master Plan Update.**

Otto Wiederhold with Walker Partners and Lance Parishner from Kimley-Horn introduced themselves to the board and explained their background and excitement for wanting to work with MWSC for a Master Plan. Gil Gregory with MRB Group gave an update and talked about company history with Master Plans and the previous Master Plan with MWSC. Committee recommends soliciting a proposal from Walker Partners to complete MWSC Master Plan Update. Vice President Harmon asked what the timeline would be for completion and General Manager Boniface said until it is finalized there is no specific timeline but guessed around 6-9 months. President Wilsey asked if we have a copy of MWSC's model and mapping system that we paid MRB to do? Gil Gregory said he will get a copy of each and give to General Manager Boniface.

Motion to follow the committee's recommendation for soliciting a proposal from Walker Partners made by Director Haugh, seconded by Sec./Treas Young.

**Motion carried 5-0**

**10. Discussion and possible action on new Non-Standard Service Contract between Moffat Water Supply Corporation and Wall Development, LLC.**

General Manager Boniface explained the new development project proposed by JC Wall is located on Hwy 36/Aycock Rd where about 130-140 residential homes will be developed. JC is paid-in-full for his previous Nonstandard Service Contract and has paid the Nonstandard Service Investigation Fee for MWSC to run the model on his newly proposed development. In response, General Manager Boniface reached out to MRB Group so they can work system analysis and recommendation due to MWSC having an 8" water line that borders two sides of the property, a 6" water line that runs along the middle of property, as well as some smaller waterlines that run along the north side of the property that feed the mobile homes and duplexes along HWY 36.

**No action taken.**

**11. Moffat WSC Board of Directors shall convene into Executive Session pursuant Texas Government Code, Section 551.072, deliberation about real property related to Standpipe Demolition and New 200,000 Gallon Elevated Storage Tank project, and Section 551.074, personnel matters.**

**No executive session needed.**

**12. Discussion and possible action on deliberation about real property related to Standpipe Demolition and New 200,000 Gallon Elevated Storage Tank projects.**

No action taken.

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

The board recommended BCBS Health, BCBS Dental, & Renaissance Vision. Retirement will be a Simple IRA plan Effective January 1, with Tommy Howell of Edward Jones Financial.

Motion to follow the committee's recommendation to provide Renaissance Vision for employees, BCBS HMO Health, BCBS Dental, move the retirement plan from 2% Simple IRA Non-elective, effective January 1, to a Simple IRA Match Plan (up to 3%), as well as switching offices to Tommy Howell, and adopt a Uniform Policy for employees that requires employee to reimburse MWSC for items purchased within 6 months of employee separation, made by Sec./Treas Young, seconded by Vice President Harmon.

**Motion carried 5-0.**

**14. Discussion and possible action on appointing 2021 credentials committee.**

Sec./Treas Young recommended Sondra Wilkerson and Jean Reynolds to serve with her on Credentials Committee.

Motion to adopt credentials committee as recommended by Sec./Treas Young made by Vice President Harmon, seconded by Director Haugh.

**Motion carried 5-0.**

**15. Discussion and possible action on adopting 2021 election procedures.**

Motion to adopt presented 2021 Election procedures made by Vice President Harmon, seconded by Director Coufal.

**Motion carried 5-0.**

**16. Discussion and possible action on Standpipe Demolition and New 200,000 Gallon Elevated Storage Tank projects.**

General Manager Boniface updated board that to re-route power lines by HOTEK to make a safer environment to work in would cost \$34,540 to go ariel and around \$52,190 to stay on that side of road underground. HOTEK will provide easements but Gil said he follow-up with them to make sure.

Motion to authorize Boniface to negotiate with Heart of Texas Electric Co-Op up to \$52,190.00 to relocate the electric utilities at the Tanglewood property for the Standpipe and new Tank made by Vice President Harmon, seconded by Sec./Treas Young.

**Motion carried 5-0.**

**17. Discussion and possible action on Water Well 1 Rehab project.**

General Manager Boniface said that Jurgensen Pump came out last week and that they feel confident that they were successful with Sonar Jetting. Jurgensen plans to come back out to do a CCTV to confirm when rain clears. If all is well, they will come out the following week to install new pump.

**No action taken.**

**18. Discussion and possible action on professional services proposal from MRB Group to evaluate floor plan options for Moffat WSC's Administration Building.**

Tanya @ MRB Group is continuing to work on proposal and will have it ready to present at the next meeting.

**No action taken.**

**19. Discussion and possible action on alleged claim for property damage against Moffat Water Supply Corporation.**

General Manager informed the board of a customer on Water Supply Rd that filed a claim on Sept 2<sup>nd</sup> due to a water leak on 6" main water line near customer's property. As a result, water ended up traveling in customers front and back yard near house and toward the shop. GM Boniface got in touch with Higginbotham and EMC sent out an independent adjuster who submitted a report back stating MWSC will more than likely be responsible for releveling the southeast corner of their home.

Motion to authorize General Manger Boniface to work with President Wilsey and Director Coufal to decide after he hears back from EMC for direction to handle the claim made by Vice President Harmon, seconded by Director Haugh.

**Motion carried 5-0.**

**20. General Manager's Report.**

General Manager Boniface thanked the board for their time spent building the benefits package for all employees.

**21. Director's comments.**

Sec./Treas Young appreciates staff. Director Haugh and Vice President Harmon thanked staff for all their hard work. President Wilsey appreciates committees' hard work.

**22. Adjourn.**

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

**Motion carried 5-0.**

*Meeting adjourned at 7:12 pm.*

Subject to approval by the Board of Directors at the next regular Board Meeting on October 19, 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.*