

Subject: Minutes for the DRWSC April 10, 2017 Regular Meeting

1. The DRWSC Board of Directors conducted a regular meeting on April 10, 2017 at the DRWSC office located at 7480 FM 2410, Belton TX 76513.
2. Directors present: Wayne Rutherford, Chris Black, Doug McKenney and Brian Williams. Dave LaCroix was absent.
3. The President declared a quorum and the meeting was called to order a 6:10 pm.
4. Mr. Randy Leavelle, account 1539, addressed the board during the open forum. Mr. Leavelle had an undetected leak on his side of the meter in February 2017 that resulted in a bill of \$1326.77 (before tax), his normal monthly bill in winter months is about \$50.00. The leak represented around 220,000 gals which he said he did not notice because of its location. Mr. Leavelle requested forgiveness of the bill by the DRWSC Board of Directors. Mr. Rutherford asked Mr. Leavelle to work with the General Manager, Mr. Seffrood, to see if they could come to some agreement between the two regarding the bill. If they couldn't come to any satisfactory agreement Mr. Leavelle could request to be placed on the agenda for the 9 May 2017 meeting at which time the BoD will make a formal decision.
5. The minutes for the March 13, 2017 DRWSC meeting were reviewed. Corrections were made to the spelling of Mr. Doug McKenney's name. Mr. McKenney motioned they be approved as written, Mr. Rutherford seconded. Minutes were approved by all.
6. By Board request Mr. Brett Cheatham, AIA, briefed their insurance plan for DRWSC. This is the same coverage we elected last year after reviewing two other proposals. Mr. Cheatham provided a comprehensive brief that was followed by a Q&A by directors. Costs for July 2017 to June 2018 coverage will be provided the board prior to the May meeting for discussion and a decision.
7. Financials/General Manager Report.
 - a. Mr. Black reviewed the First Texas Bank statement, Adjustments, and March bills. After deducting uncleared checks and the April payment to CTWSC it appears DRWSC made \$13,291.66 which is encouraging. Out of the ordinary bills in March included an annual payment to TCEQ (\$6,854.47), TRWA dues (\$1760.00) A-1 Fire and Security (\$785.35) and pump/motor repairs (~\$10,000.00). Mr. Rutherford motioned financial be approved, Mr. Williams seconded. All approved.
 - b. Mr. Seffrood, GM, provided statistics on new or surrendered membership, disconnects/reconnects, and water loss water loss during March. He has received one quote for an office so far of \$6880.00, others are pending and will be discussed in May.
8. Old Business
 - a. Water loss continues to be an issue with an adjusted figure of 59%. Data collected in March but not yet evaluated centers on the FM 1670 tower circuits. If not significant loss is discovered we will move forward to examine the US 190 circuit and lines off of it such as FM 93 and G Wilson. We also discussed to possibility of a cross connection with Belton and directed the GM to work with Belton to identify lines between DRWSC and Belton where this could be occurring.
 - b. Mr. Rutherford presented a Resolution by CoBank which allows the signatures of both the President and Treasurer to represent DRWSC in all matters. The Resolution is for CoBank use and does not give the President and Treasurer the independent authority to borrow money on behalf of DRWSC, loans must first be approved by a majority of Board directors during an official meeting. Mr. Black motioned the Resolution be approved, Mr. Williams seconded; all approved.

Dog Ridge Water Supply Corporation
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- c. Mr. Rutherford also presented the need for an Opinion of Counsel and requested the board approve funding for that action. Mr. Williams motioned we approve funding for the DRWSC lawyer to execute an Opinion of Counsel, Mr. Rutherford seconded; all approved.
9. At 8:08 pm the BoD moved into an Executive Session IAW Texas Open Meetings Act Section 551.074, Personnel Matters. BoD resumed the regular meeting at 8:40 pm.
10. New Business
 - a. First Texas Bank Resolution. New signatures will be required due to officer changes on the DRWSC board. A resolution was signed and sent to First Texas Bank. No approval required as it only reflects decisions already approved at the April regular meeting.
 - b. Personnel. DRWSC is hiring a new employee to replace the recently terminated Quickbooks administrator. Our independent auditor has recommended the board consider using the skills of Ms. Marsha Aiken as a Quickbooks instructor/bridge to bring the new employee up to speed. Mr. Black made the motion to authorize the GM to use up to \$1000.00 of Ms. Aiken's services to assist and expedite the new Quickbooks administrator's transition into DRWSC. If additional funding is needed it can be requested at the May meeting. Mr. McKenney seconded the motion, all approved.
11. Meeting was adjourned at 8:50 pm. Next regular meeting on May 8, 2017.



President, DRWSC BoD



Secretary/Treasurer DRWSC BoD

