

MOFFAT WATER SUPPLY CORPORATION
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Moffat Water Supply Corporation (MWSC) held a Special Board Meeting on **Monday, March 20, 2023**, located at Moffat Community Center, 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

Board Members Present:

Lafonda Brown, President
Dewitt Mayfield, Sec./Treas
Paul Carr, Director
John Bockhold, Director

Board Members Absent:

Vice President Russel Coufal

Staff Members:

Damon Boniface
Rebecca Miller
Bailey Sanford

Guests:

James Smith

1. Call to order.

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

2. The Presiding Officer determines if a quorum is established.

President Brown 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 Brown

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

General Manager Boniface recommended moving line item #9 to Item #7 and everything else would move down after moving #9 up in the list in respect to James Smith with TRWA time.

Motion to approve by Sec./Treas. Dewitt Mayfield and Director Paul Carr.

Motion carried 5-0.

6. Public Comments.

None.

7. Discussion and possible action to approve Tariff updates for Moffat Water Supply Corporation.

General Manager Boniface asked James Smith with Texas Rural Water Association to be with us in the meeting to provide guidance on if MWSC can create a policy to recover line improvements costs when an applicant requests service on an already over tapped line. GM Boniface explained the current line improvements to the 2" line on Moffat Loop and Terrell Lane that are necessary to resolve the issue of over tapped line. At the time new service taps were last added to this line they were done in compliance with the TCEQ Regulations that were in place during that time period. Since then, TCEQ made updates to their rules for line capacity requirements and that area is no longer in compliance. James Smith with TRWA stated a line reimbursement agreement could be entered into with new applicants in over tapped areas such as this. Director Carr asked if we could look at Tariff's of other WSC's that had policy in place for line reimbursement agreements to help us with updating the Moffat WSC Tariff. GM Boniface spoke about conversation he had with MWSC legal counsel, David Carpenter, regarding the issue. Mr. Carpenter advised that MWSC bear the cost of these particular line improvements to fulfil their duty to maintain compliance with line capacity rules. Director Bockhold inquired about cost recovery for line extension/upgrades that occur in areas that are in compliance with TCEQ rules. GM Boniface assured the board that per Moffat WSC Tariff the applicant would incur the cost in those situations and that is not the current situation being discussed. Sec./Treas. Mayfield agreed that MWSC should bear the cost of this line improvement.

James Smith added that further changes to rules for line capacity may be seen in the future making it important to have policy in place for these scenarios. President Brown asked for an accounting of potentially over tapped lines throughout the water system in order to help MWSC plan for any needed improvements. President Brown asked that GM Boniface review MWSC Tariff to implement a fee for hydraulic studies, easement filing line reimbursement policy. Then allow Mr. Carpenter to review suggested changes.

No Action Taken.

8. Discussion and possible action to approve the minutes from February 20, 2023, Regular meeting.

Motion to approve by Sec./Treas. Dewitt Mayfield and seconded by Director Paul Carr.

Motion carried 5-0.

9. Discussion and possible action to approve the financial report for February 2023 and disbursement to date, subject to audit.

General Manager Boniface states that Moffat has pulled 7 old Meters to have them tested because of their reading high usage. Moffat wants to make sure that the meters are running accurately because of the high-water loss in the previous months. Staff are also retesting well meters and working to identify and repair any possible main line breaks.

Motion to approve by Sec./Treas. Dewitt Mayfield and seconded By Director John Bockhold.

Motion carried 5-0.

10. Discussion and possible action to approve draft notification of stage 2 water restrictions according to corporations adopted Drought Contingency plan, should it become necessary.

GM Boniface states that we use the drought contingency plan in the event of drought conditions or system emergencies.

If drought conditions continue to worsen this would trigger stage 2 of the drought contingency plan excluding all outside watering except for agricultural use. The plan would include detailed information on the fines if a customer were found to be misusing the water during the given level of drought status. Sec./Treas. Dewitt Mayfield states we should be very tedious with how we state restrictions on outdoor watering so that we don't create complaints from customers. President Brown would like copies sent to the Board of the old and new drought plan to move forward on this process. GM Boniface states he advises to go over this drought plan so there is a more appropriate progression in the stages. President Brown and Sec./Treas. Dewitt Mayfield will be having a committee meeting on March 31st.

No Action Taken.

11. Discussion and possible action to approve the application for payment of Maquire Iron, Inc. for construction progress related to the new 200,000-gallon elevated storage tank located on Jubilee Springs Road.

General Manager Boniface states the payment application is provided in the BOD packet. The amount is \$48,901.25. Both MRB and Damon have gone through the application.

Motion to approve payment to Maguire Iron in the amount of \$48,901.25 by Director John Bockhold and seconded by Sec./Treas. Dewitt Mayfield.

Motion Carried 5-0.

12. Discussion and possible action to approve a construction contract for replacing the 2-inch waterline on Moffat loop and Terrell Lane.

GM Boniface presented two bids for project completion. Flanigan Construction bid the project at \$76,822.00 & B-Corp bid the project at \$69,360.00. GM Boniface stated that information was missing from the bid provided by B-Corp. President Brown noted that both bids did not include cost for contingencies.

Motion to approve contract for 2-inch line replacement and budget of \$90,000.00 made by Director John Bockhold and seconded by Director Paul Carr.

Motion carried 5-0

13. Discussion and possible action on purchasing Automatic External Defibrillator.

GM Boniface stated that he had talked to Mr. Carpenter about liability to Moffat WSC. He stated that as long as we do the necessary training along with required device testing Moffat WSC and its employees should be protected from any liabilities. Initial cost for devices is estimated to be \$6,000.00.

Motion to approve AED device purchases and training made by Sec./Treas. Dewitt Mayfield and seconded by Director John Bockhold.

Motion Carried 5-0.

14. General Manager Report

GM Boniface states that the consultant is scheduled to come out and do the pumping test on Well No 1. Once data is available for pump tests on both wells, we will be able to determine how much water we can pump from the aquifer and then use that information to submit our application for permit to increase the ground water capacity to Clearwater Underground Water Conservation District.

Moffat has put up a large banner to help customers be aware of the drought in hopes to increase water conservation. The new elevated storage tank painting is completed, and electricians are on site. Some groundwork will need to be completed after that. The estimated time of completion is mid-summer.

Moffat Water supply has engaged with BSI Online to manage data for backflow device testing. The annual fee to Moffat WSC for this service is \$495.00 along with the testing fee which is to be paid by each customer that requires testing of a backflow device. Director Mayfield asked how many people have these backflow devices that require testing and GM Boniface stated there were about 200 customers identified so far. Director Mayfield said he would try to review more information on the subject to understand how it will work for customers in the Moffat water supply system. President Brown referred to Moffat WSC Tariff section on backflow prevention devices. The customer letter regarding backflow device testing notice will need to be sent to board members so they can read it over before sending it out to customers.

No Action Taken.

15. Directors' comments

None.

16. Adjourn.

Motion to adjourn made by Sec./Treas. Dewitt Mayfield, seconded by Director Paul Carr.

Motion carried 5-0.

Meeting adjourned at 7:39 pm.

Subject to approval by the Board of Directors at the next regular Board Meeting on April 17, 2023.

Signed by: Presiding Officer *Rafonda Brown*

ATTEST: Secretary/Treasurer *J. J. [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.*