

MOFFAT WATER SUPPLY CORPORATION
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Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, April 17th, 2023**, at Moffat Community Center, located at 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

Board Members Present:

Lafonda Brown, President
Dewitt Mayfield, Secretary/Treasurer
Paul Carr, Director
John Bockhold, Director

Board Members Absent:

Russel Coufal, Vice President

Staff Members:

Damon Boniface
Rebecca Miller

Guests:

1. Call to order.

President Brown called the meeting to order at 5:32pm.

2. Presiding Officer determine if a quorum is established.

President Brown determined that a quorum was established.

3. Invocation.

Led by General Manager Boniface

4. Pledge of Allegiance to the Flag.

Led by President Brown.

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

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

Motion carried 4-0.

6. Public Comments.

No public comments.

7. Discussion and possible action to approve the Minutes from the March 20th, 2023, Regular meeting.

Motion to approve made by Sec./Treas. Dewitt Mayfield, seconded by John Bockhold

Motion carried 4-0.

8. Discussion and possible action to approve the Financial Report for March 2023 and disbursement to date, subject to audit.

General Manager Boniface reported that Moffat Water has repaired multiple leaks in the last period as well as test the well meter readings. There has not been much change in water loss since making the repairs, but we need a one-month reporting period to see how much the value drops. We found out that Well 2 meter was reading 24% low. GM reported another tester is scheduled to test the well meter so he can compare the two results to determine if the meter is indeed reading low.

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

Motion carried 4 -0.

9. Discussion and possible action to accept public input on the proposed Drought contingency plan.

General Manager Boniface stated TCEQ requires all public drinking water systems to allow for public input regarding the proposed Drought Contingency Plan update, for Board consideration.

No Action Taken.

Motion carried 4-0.

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

- **Drought Contingency Plan:** General Manager Boniface stated the proposed plan is a gradual progression between the water restriction stages. Section 7 in the plan defines penalties for violating restrictions and how 16 TAC 24.1101 (i) shows that Moffat Water Supply has a right to charge people violating water restriction requirements.
- **Cross Connection Control Plan:** General Manager Boniface explained that the proposed Cross Connection Control Plan goes into depth to better explain to customers the importance of the plan and its requirements. Irrigation systems have been defined as a health hazard, as well as pools and all new installation must adhere to these changes once the plan is approved.
- **Water Availability Investigation Fee:** Sec./Treas. Mayfield asked about the circumstances where there will be a charge for a regular service application and President Brown replied that it is usually with Non-Standard applications. General Manager Boniface stated the change provides flexibility in case there are

circumstances where a fee is applicable, and the change in verbiage to meet the intent of flexibility was recommended by David Carpenter.

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

Motion carried 4-0

11. Discussion and possible action to approve the application for payment and change order from Maquire Iron.

General Manager Boniface explained the contractors' pay request in the amount of \$50,390.98 recommended that the board approve payment.

President brown asked GM Boniface how much more is owed for the remainder of the project, and he said there is more than \$110,000 remaining. GM Boniface stated he expected to receive a couple more pay requests and the retainage request will be submitted upon substantial completion and Maquire addressing all punch list item identified when we have the final walk through.

Motion to approve by Director John Bockhold and seconded by Director Paul Carr.

Motion carried 4-0

12. Moffat Water Supply Corporation Board of Directors shall convene into executive session pursuant Texas Government Code, Section 551.074, personnel matters.

No Personnel matters.

13. Discussion and possible action on personnel matters.

Director Bockhold asked if the job had been posted. General Manager Boniface stated that it had been posted on the website and he plans to post a help wanted banner at pump station 1 to see if we can attract qualified applicants.

No Action.

14. Report on Bluebonnet WSC monthly board meeting, March 21st, 2023.

Sec./Treas Mayfield states that there was the annual meeting that lasted 5 Min and the Regular Monthly meeting that lasted about 15 minutes. The meeting went great and the payment of \$10,000 got approved to purchase and replace a broken recirculation pump.

15. General Managers' Report

Rebecca Miller has been working with Quick Books to transition from their desk top version to online version. It will streamline financial and payroll processes for staff. GM Boniface states everyone has been staying busy and the new waterline project is going smoothly. GM Boniface stated the project will give the

operators a chance to learn project inspection skills. Provided that progress continues as it has been, they should have the line installed in two weeks.

16. Director's Comments.

No comments.

17. Adjourn.

President Brown thanked Dewitt Mayfield and John Bockhold on all the hard work they put in for the community. Especially with the amount of stress that came with it.

Motion to approve by Director Paul Carr and seconded By Director John Bockhold

Motion carried 4-0.

Meeting adjourned at 6:12 pm.

Subject to approval by the Board of Directors at the next regular Board Meeting on May 15, 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.