

MOFFAT WATER SUPPLY CORPORATION
5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502
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www.moffatwatersupply.com

Moffat Water Supply Corporation (MWSC) held a Monthly Board Meeting on **Monday, July 15, 2024**, at 5:30 P.M. located at Moffat Community Center, 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

<u>Board Members Present:</u>	<u>Board Members Absent:</u>	<u>Staff Members:</u>	<u>Guests:</u>
John Bockhold, Vice President	Russell Coufal, President	Damon Boniface	
Dewitt Mayfield, Secretary/Treasurer		Rebecca Miller	
Paul Carr, Director			
Gerry Collier, Director			

1. Call to order.

Vice President John Bockhold called meeting to order @ 5:30pm.

2. Presiding Officer Determined if a quorum is established.

Vice President John Bockhold established a quorum.

3. Invocation.

General Manager Damon Boniface.

4. Pledge of Allegiance to the flag.

Vice President John Bockhold led the Pledge of Allegiance.

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

Motion by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

Motion Carried 4-0.

6. Public Comments.

None

7. Discussion and possible action to approve the minutes from June 17, 2024, Regular Meeting.

GM Boniface noticed a discrepancy in the minutes for the June 17, 2024, meeting by stating there was no official vote to adjourn the meeting. He spoke with Mary Margaret, and she stated that we need to make a motion and vote on it today and add it in the minutes.

Motion to adjourn the June 17, 2024 meeting made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

Motion Carried 4-0.

8. Discussion and possible action to approve the Financial Report for June 2024, and disbursements to date, subject to audit.

GM Boniface mentioned water loss was 11% this month. He expressed to the board that a 10-15% water loss is not considered high, and we continue to strive to lower the water loss. He explains the water loss reported is unaccounted for water loss.

The CoBank loan will be paid off in August and upon their approval, the reserve funds will be released to us to use at our discretion. He recommended using CoBank reserve funds to fund the reserve account for the TWBD loan. This will leave approximately \$4,400 shortfall for having the TWBD reserve account fully funded. He anticipates the interest alone will make up that gap.

Motion to approve the financial report made by Director Gerry Collier and seconded by Secretary/Treasurer Dewitt Mayfield.

Motion Carried 4-0.

9. Discussion and possible action to approve fiscal year 2025 operating and capital budgets.

GM Boniface explained the proposed fiscal year 2025 Capital budget and noted projects that were approved for this year and put on hold in support of funding the Pump Station project, are being proposed as part of the 2025 capital plan. He mentioned the new capital items include land acquisition and replacing one desktop computer.

GM Boniface reiterated there are at least three locations where the waterlines are over tapped with meters for decades, per TCEQ regulations, and how those areas must be addressed soon. He mentioned funding this project from our capital account or securing a loan through one of our current agencies we have debt with (TWDB, USDA, or CoBank).

GM Boniface explained the estimated proposed income for the 2025 operating budget. He highlighted how 2024 miscellaneous income is more in 2024 due to increased interest rates, but interest income will decrease in 2025 from using the loan money to pay for the Pump Station project. He thinks water sales will increase due to extreme temperatures and catch up to the projected income for 2024. GM explained the various increases for bad debt from customers leaving and not paying their final bill, bank charges due to customers using electronic checks through their bank's website, surveying the system surveyed for water leaks as part of the Water Conservation Plan, and increased cyber security measures. He included a 17% increase for

employee health insurance as a place holder and used a 5% increase as a place holder for payroll and wages unit he meets with the benefits specialist and personnel committee, respectively.

GM Boniface recommended tabling approval of both budgets for consideration during the August meeting after seeing income and expenses for July.

No action.

10. Discussion and possible action to approve audit engagement letter from Ludwick, Montgomery and Stapp, P.C. for fiscal year ending September 2024.

GM Boniface stated that there will be an increase of \$675 for this year's audit.

Motion to approve proposal from Ludwick, Montgomery and Stapp, P.C. made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

Motion Carried 4-0.

11. Discussion and possible action to approve application for payment from Alterman, Inc, for Pump Station 1 capital improvement project.

GM Boniface explained the pay application request form from Alterman, and recommended approving the amount due, \$141,550.00.

Motion made to approve paying Alterman as presented by Director Paul Carr and seconded by Secretary/Treasurer Dewitt Mayfield.

Motion Carried 4-0.

12. Report on Bluebonnet WSC regular monthly meeting for June 2024.

Secretary/Treasurer Dewitt Mayfield mentioned that Bluebonnet will not increase rates for a while. He stated that they are still in the design phase of the Spring Valley project, and they have not begun the process for securing project loan funds.

No action

13. General Manager's report.

GM Boniface recognized Rebecca Miller celebrating 10 years of service with Moffat WSC. GM said the 2023 CCR was posted on July 1, 2024, per TCEQ.

14. Directors' comments.

No comments.

• **15. Adjourned.**

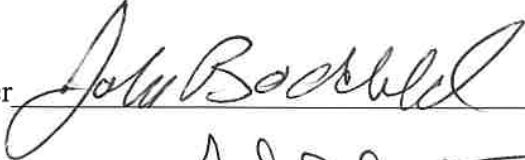
Meeting adjourned at 6:46 p.m.

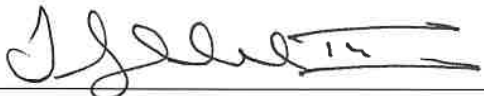
Motion made by Director Gerry Collier and seconded by Director Paul Carr.

Motion carried 4-0.

Meeting adjourned at 6:46 pm.

Subject to approval by the Board of Directors at the next monthly Board Meeting on August 19, 2024.

Signed by: Presiding Officer 

ATTEST: Secretary/Treasurer 

NOTE: A USB memory stick 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.*