

**MOFFAT WATER SUPPLY CORPORATION**  
**5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502**  
**TEL: 254.986.2457 FAX: 254.986.2530**  
**www.moffatwatersupply.com**

Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, June 17, 2019**, at Moffat WSC Administration Building, located at 5460 Lakeaire Blvd., Temple, Texas, 76502.

<u><b>Board Members Present:</b></u>	<u><b>Board Members Absent:</b></u>	<u><b>Staff Members:</b></u>	<u><b>Guests:</b></u>
Lafonda Wilsey, President Kevin Harmon, Vice President Cheryl Traudt, Secretary/Treasurer Margaret Young, Director Russell Coufal, Director	None	Damon Boniface Rebecca Miller	None

**1. Call to order.**

President Wilsey called the meeting to order at 6:01pm.

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

President Wilsey determined that a quorum was established.

**3. Invocation.**

Led by Vice President Harmon.

**4. Pledge of Allegiance to the Flag.**

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 Young.

**Motion carried 5-0.**

**6. Public Comments.**

No public comments.

**7. Discussion and possible action to approve the Minutes from the May 20, 2019 regular meeting.**

Sec'y-Treasurer Traudt stated a correction should be made to the minutes on Agenda Item number 7. There was no action taken on that agenda item. The minutes need to be corrected to reflect that.

Motion to approve with corrections made by Vice President Harmon; seconded by Director Coufal.

**Motion carried 5-0.**

**8. Discussion and possible action to approve the Financial Report for May 2019 and disbursements to date, subject to audit.**

GM Boniface presented May 2019 Financial Reports noting an increase in number of metered connections and increased water sales. Vice President Harmon asked for clarification on the payment made to Alton Thiele, P.C. That payment was identified as charges for the FY2018 annual audit performed. Sec'y-Treasurer Traudt inquired about the number of new meter connections. She asked if any of these new connections are for developers. Staff Member Rebecca Miller stated that they are not.

Motion to approve May 2019 Financial Reports and disbursements to date, subject to audit made by Sec'y-Treasurer Traudt, seconded by Director Young.

**Motion carried 5-0.**

**9. Closed Session. Executive session IAW V.T.C.A. Government Code, Chapter 551.072, deliberations about real property related to Aycock Road Water Line Replacement project.**

**10. Closed Session. Executive session IAW V.T.C.A. Government Code, Chapter 551.072, deliberations about real property related to future land use.**

*President Lafonda Wilsey closed regular session and moved into Executive Session at 6:24 pm.*

*President Lafonda Wilsey reconvened Regular Session at 7:04 pm.*

**11. Discussion and possible action on real property related to Aycock Road Waterline Replacement.**

**No action taken.**

**12. Discussion and possible action on real property related to future land use.**

**No action taken.**

**13. Discussion and possible action on Aycock Road Water Line Replacement project.**

GM Boniface presented Payment application #1 for Mobilization/Demobilization expenses by Contractor. Staff has reviewed the application and recommends Board approval.

Motion to approve contractor payment by Vice President Harmon, seconded by Sec'y-Treasurer Traudt.

**Motion carried 5-0.**

**14. Discussion and no action on New 200,000 Gallon Elevated Storage Tank and Water Well project.**

GM Boniface presented a project update. A meeting did take place with MWSC legal counsel to discuss the Bluebonnet WSC wholesale contract agreement. The meeting was a positive exchange in regards to feasibility of reaching a beneficial agreement. It was agreed that Carpenter & Croft would provide legal services for both parties. GM Boniface stated that bidding for standpipe demo is scheduled to open on July 9<sup>th</sup>. The New EST plans are 70% complete. MWSC's request to TCEQ for Alternative Minimum Capacity Requirement will be submitted completing month of July 2019. MRB Group is preparing to conduct the well-scan. MRB Group has recommended Jerguson Pump to conduct the well-scan.

**No action taken.**

**15. Discussion and possible action on funding required reserve for Texas Water Development Board loan.**

TWDB loan agreement requires for MWSC of have enough available reserve to cover one year's worth of loan payments (\$197,479.40) by the end of year five of the loan agreement. Funding is available in Operational Fund account to support entire amount. Staff recommends approving a budget adjustment in the amount of \$197,479.40 from Operating Funds to TWDB Reserve account.

Motion to approve made by Sec'y-Treasurer Traudt, seconded by Director Coufal.

**Motion carried 5-0.**

**16. Discussion and possible action on final plans and opinion of probable cost related to proposed improvements to Administration Building.**

The Architect's opinion of probable cost and final plans for building improvements are presented. GM Boniface stated the focus for this project is to improve security/safety and sound proofing inside building. Also included in the plan drawings is a sloped ramp for wheelchair access. Staff recommends Board approval to allocate funds from Operational Fund to support building improvements as presented along with limited construction oversight from MRB Group. Item tabled for FY2020 Budget.

**No action taken.**

**17. General Manager's Report.**

GM Boniface inquired about when budget workshop and planning would begin. Sec'y-Treasurer Traudt noted that first budget draft would be presented in August. GM Boniface is continuing to work with MRB Group on current capital projects. Both system backflow prevention devices were tested and passed. Both well meters were calibrated for accuracy.

### 17. General Manager's Report.

GM Boniface presented the FYE 09-30-2018 Financial Audit for review. He also presented a Core System Information Report that he will be including in meeting packets each month.

### 18. Directors Comments.

Director Young and Vice President Harmon expressed their appreciation for GM Boniface. President Wilsey thanked Gil Gregory and Tom Capone for presenting at the meeting.

### 19. Adjourn.

Motion to adjourn made by Director Harmon, seconded by Director Young.

**Motion carried 5-0.**

*Meeting adjourned at 7:59 pm.*

Subject to approval by the Board of Directors at the next regular Board Meeting on June 17, 2019.

Signed by: Presiding Officer Rafonda Wilsey

ATTEST: Secretary/Treasurer Cheyl Inaud

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.*