

MOFFAT WATER SUPPLY CORPORATION
5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502
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Moffat Water Supply Corporation (MWSC) held a Regular Board Meeting on **Monday, May 20, 2019**, at Moffat WSC Administration Building, located at 5460 Lakeaire Blvd., Temple, Texas, 76502.

Board Members Present:

Lafonda Wilsey, President
Kevin Harmon, Vice President
Cheryl Traudt, Secretary/Treasurer
Margaret Young, Director
Russell Coufal, Director

Board Members Absent:

None

Staff Members:

Damon Boniface
Rebecca Miller

Guests:

Gil Gregory
Tom Capone
Mac Parker

1. Call to order.

President Wilsey called the meeting to order at 6:02pm.

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.

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7. Discussion and possible action on Mack Parker Service and Upgrade fees.

Mr. Parker made a counter offer to Moffat WSC to waive \$2,865 of new service fees making his total fees paid \$1,000.00. Director Young asked if there had been any change in new service fees since the Moffat WSC BOD voted on this issue last month. GM Boniface noted there has not been any change in fees.

No action taken.

8. Discussion and possible action to approve the Minutes from the April 15, 2019 regular meeting.

Motion to approve by Vice President Harmon, seconded by Director Coufal.

Motion carried 5-0.

9. Discussion and possible action to approve the Financial Report for March 2019 and disbursements to date, subject to audit.

GM Boniface presented March 2019 Financial Reports noting rental of mini-excavator for leak repair on Cedar Ridge Park Road and new format for Disbursements report. Sec'y-Treasurer Traudt asked if debit transactions were included in Disbursements report. Staff member Rebecca Miller replied that they are included.

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

Motion carried 5-0.

10. Discussion and possible action to approve the Financial Report for April 2019 and disbursements to date, subject to audit.

GM Boniface presented the April 2019 Financial Reports and noted the total Membership count was effected by removal of delinquent accounts and the fuel bill to WEX was paid twice resulting in a credit for the next month's fuel expenses.

Motion to approve April 2019 Financial Reports and disbursements to date, subject to audit made by Vice President Harmon, seconded by Director Coufal.

Motion carried 5-0.

11. Discussion and possible action to approve Moffat WSC's business payment options.

GM Boniface presented a need to no longer accept cash payments based on improvement of office security and distance away from banking institute. Sec'y-Treasurer Traudt noted that our annual audit has mentioned cash payments as a risk. GM Boniface stated that customers would be notified by signage in office, website posting, and one on one notification as customers pay cash in office. Director Young asked what local options customers had for obtaining money orders. Staff member Miller stated that money orders are available for purchase at both local convenience stores.

Motion to approve no longer accepting cash payment effective June 30, 2019 with provisions for an additional 30 days of cash acceptance as deemed necessary made by Sec'y-Treasurer Traudt, seconded by Vice President Harmon.

Motion carried 5-0.

12. 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.

President Lafonda Wilsey closed regular session and moved into Executive Session at 6:22 pm.

President Lafonda Wilsey reconvened Regular Session at 6:40 pm.

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

No action taken.

14. Discussion and possible action on MRB Group's recommendation(s) for alignment to Aycock Road Waterline Replacement Project.

No action taken.

15. Discussion and possible action on MRB Group's recommendation(s) for new 200,000 Gallon Elevated Storage Tank and Water Well project.

Gil Gregory of MRB Group presented four recommendations for Moffat WSC. The first recommendation was to develop an agreement with Bluebonnet WSC regarding Moffat WSC's reserved 500 acre-feet of surface water from BRA to increase maximum contract amount. The second recommendation was to perform a downhole camera survey of Well #1 to determine the well's integrity. Three quotes from contractors have been provided. The third recommendation was to authorize MRB Group to complete design, bidding and construction of 200,000 Gallon EST, and demolition of existing Standpipe at the existing Standpipe location. The fourth recommendation was to work with staff to submit a request to TCEQ to further reduce Moffat WSC's source water capacity requirement. Concerns of a downhole camera survey causing Well #1 to be out of commission for a period of time were addressed. GM Boniface will have Moffat WSC's attorney review the existing contract with Bluebonnet WSC.

Motion to move forward with recommendations from MRB Group as presented, with the provision that an agreement with Bluebonnet WSC regarding Moffat WSC's reserved 500 acre-feet from BRA to increase maximum contract amount be secured before a downhole camera survey of Well #1 is performed, made by Vice President Harmon, seconded by Director Coufal.

Motion carried 5-0.

16. Discussion and no action on Mater Plan Update preliminary scope of work from MRB Group.

MRB Group is requesting Staff/BOD input on recommendations for Master Plan Update. The previous Master Plan from 2012 will be reviewed and a Workshop will be scheduled for a later date to further discuss Master Plan Updates and Scope of Work for new 200,000 Gallon EST and Water Well Project.

No action taken.

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.*