

## FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109  
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met Thursday, October 1, 2020, at the Prairie Star Cook Shack, 100 Ellison St., Albany, TX.

Board Vice President Sam Snyder called the meeting to order at 12:35 pm. Other Board members present included John Adams, Don Stutsman, Robert Montgomery, and Burrell McKelvain. General Manager Mark Gardenhire and Office Manager Betty Barrett were also present.

Visitor Comments, limited to five minutes: None present

Review and approve September meeting minutes: Following a review of the September 3, 2020, meeting minutes, John Adams made a motion to approve the minutes as read. Robert Montgomery seconded the motion, and it carried.

Review and approve September expenditures and financial reports: Don Stutsman asked to which vehicle were the four new tires purchased from Southern Tire Mart. Mark stated they were for the 2003 Chevrolet “haul truck.” To a question concerning the telephone bills, Betty explained that one bill is for the office telephones and monthly services, and the other bill is for a tablet included in the “package offer” for a lower monthly telephone bill. Sam Snyder pointed out that overall the End-of-the-year Operating Income and Operating Expenses look good. Following a review of the September expenditures and financial reports, Robert Montgomery made a motion to approve and accept the reports as submitted. John Adams seconded the motion, and it carried.

### Old Business –

- Status of Lopez Warranty Deed – Mark reported that to date he has not heard back from Roger Lopez with the agreed upon and signed Warranty Deed. Mark spoke with customer Andy Vaughn concerning the possibility of obtaining a 100’ x 100’ plot on his property on the south side of US Hwy 6. Mark stated that there is a high ridge to the west of Mr. Vaughn’s house with an elevation comparable to that of Mr. Lopez. Following the discussion, Mr. Vaughn asked about remuneration if he agreed to Mark’s proposal. Mark explained that in the past FGSUD has not been asked to pay or compensate for property for pump stations, water storage units, or other structures benefitting the system expansion or improvements. Further discussion concerning an exchange of three meters from the District, color of the standpipe would be light grey to match Mr. Vaughn’s other outbuildings, and payment of attorney fees. If FGSUD agrees to Mr. Vaughn’s proposal, he will allow a right-of-way easement and a standpipe constructed on his property. Following the Board’s discussion Robert Montgomery made a motion to approve Andy Vaughn’s proposal, limited to no more than \$5,000 in total. Don Stutsman seconded the motion. The vote was four (4) for and one (1) opposed. The Board instructed Mark to continue to pursue efforts to obtain the Warranty Deed from Mr. Roger Lopez.
- Discuss use of social media – The Board discussed the use of Facebook to reach customers and the public concerning newsletter-type information. Betty stated that it is a rapid way to announce upcoming events, emergencies that might occur, or other useful information to our customers and the public in general. The Board agreed she may research the possibility of setting up a Facebook account for FGSUD.

- Discuss replacement of Board seat vacated by Jim Blancq – According to the District’s By-Laws, a Board selected replacement for the vacant seat will serve out the term held by Jim Blancq. A discussion was held but was tabled until the November meeting to give Board members time to submit possible replacements.
- System “Burnout” – Mark stated that during the 30-day burnout a large amount of flushing water has been done to keep water moving through the system’s waterlines. The burnout should end on or about October 10<sup>th</sup> when a return to total chloramines will be made.

General Manager’s Report: 1) Mark reported on the recent quarterly THM and HAA water sample tests and compared them to the prior quarter results. TCEQ bases a system’s success on a running annual average and hopefully our 4<sup>th</sup> quarter samples will be well below the limit level. That will help improve our annual average. 2) Mark was asked about the progress made in the pursuit of excluding the City of Moran from our CCN. He stated that nothing further has been done after his last conversation with attorney Leonard Dougal. The Board requested that Mark contact Mr. Dougal regarding the next step in the change in the CCN and to pursue it further. 3) Due to the age, mileage, and condition of some of the District vehicles, Mark stated that it is time to think about replacing at least two of them. A discussion followed, and the Board asked Mark to obtain vehicle information from different dealerships, the Buy Board, and Fleet Purchase program for a report at the November meeting. 4) Following a report from Secretary/Treasurer Don Stutsman, a discussion was held concerning an operating expense spread sheet he has been working on with the help of Betty. Don made a motion that all receipts for an expense not itemized on the receipt and exceeding \$25.00 must be itemized by the person submitting the receipt; and all receipts associated with equipment maintenance, repairs, parts or other equipment-related matters, must be itemized indicating to which piece of equipment the cost applies. Robert Montgomery seconded the motion, and it was approved by unanimous vote of directors in attendance.

There being no further business, Robert Montgomery made a motion that the meeting adjourn. John Adams seconded the motion, and it carried. The meeting adjourned at 1:17 p.m.

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Vice President Sam Snyder, Certifying Official  
Fort Griffin Special Utility District