

# FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109  
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a Called Meeting Wednesday September 18, 2024 at 609 Railroad Street, Albany, Texas.

President McKelvain presided and called the meeting to order at 12:43 p.m. Board members present: Sid Collinsworth, Mike Bartock, Ben Hale, Sug Roller and Robert Montgomery. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments: None.

Roller made a motion to approve the minutes of the August meeting. Motion seconded by Collinsworth; motion carried.

Montgomery made a motion to approve the financials for August. Motion seconded by Bartock; motion carried.

Old business discussed included Attorney E Haymond had responded to Mr Wimberly and had not heard anything back. Collinsworth requested the board discuss employee insurance at the October meeting.

The board discussed the 2023-2024 Budget and requested the \$50,000 for capital improvements and \$8,000 for elections be moved to System Operations in the form of an amendment to present at the October meeting.

McKelvain opened discussion regarding the Proposed 2024-2025 Budget. Sug Roller and Ben Hale met at the office and reviewed the proposed budget and made comparisons with the current budget. Both stated they were very comfortable with the proposed figures. Montgomery made a motion to approve the 2024-2025 Budget, including a 3% raise for all employees (to be effective October 1<sup>st</sup>). Seconded by Hale; all voting for; motion carried. End of year performance bonuses were discussed, and funds are available in the proposed budget, however no action was taken regarding issuance of the bonuses at this time.

Gardenhire stated customer Matt Arsiaga had called and requested his bill be discounted because he had not used the meter in almost a year but had been paying for the minimum charges. Arsiaga stated he had medical issues and needed help. Holson stated Tyler George had dealt with Mr Arsaiga several times in the past but was not sure of the situation. Hale made a motion to grant Gardenhire to handle as he sees fit. Motion seconded by Montgomery; motion carried.

Gardenhire updated the board on the projects and stated flush valves have still been run more than usual to regulate chemicals. He stated he had received closing instructions on the water plant project and raw water line and Engineer expects to be able to go out for bids in 30-60 days. Collinsworth requested a spreadsheet on what is spent on projects. Holson showed board how the financials include the expenses and income from USDA.

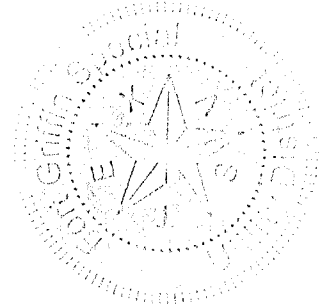
Gardenhire reported NRWA was very informative. He stated he would be attending the Professionals Conference Oct 9-11 and requested the meeting be the following week on October 16<sup>th</sup>.

McKelvain stated he had received comments from City of Moran citizens that the water was full of rust. He suggested himself, Gardenhire and Snyder attend a Council Meeting to explain it is not coming from FGSUD, but rather from the age of Moran lines.

There was no further business, and Collinsworth made a motion to adjourn the meeting at 2:42 PM. Motion seconded by Bartock; the motion carried.

Burrell R. McKelvain  
Burrell McKelvain, Certifying Official  
Fort Griffin Special Utility District

Attest:  
Carrie Holson  
Carrie Holson, Office Administrator



# FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109  
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a Called Meeting Wednesday October 16, 2024 at 609 Railroad Street, Albany, Texas.

President McKelvain presided and called the meeting to order at 12:23 p.m. Board members present: Sid Collinsworth, Mike Bartock, Sam Snyder, Sug Roller and Robert Montgomery. General Manager Mark Gardenhire, Office Administrator Carrie Holson and Engineer Derek Turner were also present.

Visitor Comments: None.

Snyder made a motion to approve the minutes of the September meeting. Motion seconded by Bartock; motion carried.

Holson discussed Financials, stated end of month balance was lower than normal, but it was due to paying all bills due prior to end of Fiscal Year, the large payment to Fambro Construction for bridge repairs, and the lease payment in the 2024 2500 was made. Another factor being reimbursements for insurance repairs and the ECWAG funds have not been received yet. Holson also presented a list of current loan obligations FGSUD has (as requested prior month). Snyder made a motion to approve the financials for September. Motion seconded by Montgomery; motion carried.

Gardenhire mentioned Request for bids has been sent to newspaper for the Plant Project and line at Hubbard Lake and bids are set to be opened on December 3, 2024 at the office. Turner stated bids will be 5 separate construction packages. Once bids are opened Rural Development and TWDB will have to approve plans/contracts and bids are expected to be awarded around February 2025. McKelvain asked Turner what he is seeing regarding prices lately and Turner reported prices have been decent and he expects bis to come in close to project amount. Collinsworth asked for amounts of grant vs loan on the project. Turner stated he did not have totals with him, but was thinking 25% of would be grant funds and 75% loan.

Turner stated the project with Whitewater is closed out regarding the Distribution Lines, however Bulldog Construction is still set to complete the Standpipe contract regarding some site repairs left to be completed. He included final payment to Bulldog Construction would be held until the project is completed.

Gardenhire informed the board there has been an issue keeping residuals up at the Standpipe. Electricity was not run to the site, in effort to save funds. Solar panels were placed to run the SCADA system. However, Turner had checked with Comanche Electric for costs to add electricity so that a chemical feed could be added. Gardenhire stated employees are having to climb the tower to add HTH (Chlorine) to treat and raise the residual. Turner stated cost estimated at \$9200 plus cost of chemical feed equipment for estimated total around \$14-15K. Bartock made a motion to approve adding electric connection to the Standpipe location and chemical feed equipment. Motion seconded by Montgomery; motion carried.

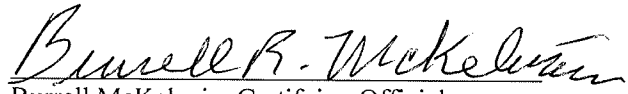
Gardenhire stated he attended the TRWA Professionals Conference in San Marcos and learned about the increase in cyber attacks. He suggested we start looking into firewalls for not only billing system, but SCADA as well.

Collinsworth asked if information regarding the Wimberly issue. Gardenhire stated FGSUD attorney had responded and not heard anything back at this time and that he is hopeful that means Wimberly understands now.

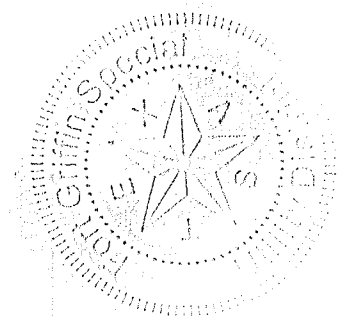
Gardenhire informed the board he had visited with Mr. Arsiaga regarding his outstanding account and Mr. Arsiaga requested the meter be pulled and understands if meter is ever reset, he must pay fees according to policy.

Holson noted discussion of Employee Insurance was not put on agenda after visiting with President McKelvain because we are still waiting to receive proposals.

There was no further business, and Montgomery made a motion to adjourn the meeting at 2:05 PM. Motion seconded by Collinsworth; the motion carried.

  
Burrell McKelvain, Certifying Official  
Fort Griffin Special Utility District

Attest:  
  
Carrie Holson, Office Administrator



# FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109  
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a Called Meeting Wednesday December 11, 2024 at 609 Railroad Street, Albany, Texas.

President McKelvain presided and called the meeting to order at 1:12 p.m. Board members present: Sid Collinsworth, Mike Bartock, and Robert Montgomery. General Manager Mark Gardenhire and Engineer Derek Turner were also present.

Prior to meeting beginning Board, employees and guest enjoyed a holiday meal. Visitors left prior to meeting beginning.

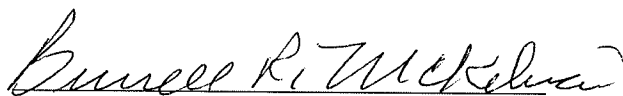
Visitor Comments: None.

Gardenhire reported Holson was out due to surgery and there were no minutes or financials to review. Both would be presented at the January meeting.

Gardenhire informed the board that Bid Opening went well; good response and Turner is verifying bids to be reviewed at next meeting.

Gardenhire stated Carrie Holson has been out due to health issues/surgery, which has resulted in days no one is able to be in office. He stated the on-call number is provided for customers who call in, but requested a temporary, part-time employee be hired to help in the office. Bartock made a motion to hire a temporary part-time employee (not to exceed 32 hours per week). Motion seconded by Montgomery; all voting for; motion carried.

There was no further business, and Montgomery made a motion to adjourn the meeting at 2:36 PM. Motion seconded by Bartock; the motion carried.



Burrell McKelvain, Certifying Official  
Fort Griffin Special Utility District

Attest:



Mark Gardenhire, General Manager

