Fort Griffin Special Utility District

1180 C.R. 109

Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met Thursday, December 7, 2017, at the Prairie Star Catering Shack, 100 Ellison St., Albany, TX.

Board President Burrell McKelvain welcomed guests and visitors to the Christmas Dinner and meeting. Other Directors present, along with their wives, included John and Pat Adams, Ken and Carolyn Hill, Sam and Maryanna Snyder, Jim Blancq, Ben Hale, and Dana McKelvain. General Manager Mark Gardenhire and his wife Mona, Betty Shelton, Kyle Tischler, Tyler, Samantha, and Jaxon George, Eric and Debbie Herod also attended the meeting, along with engineer Derek Turner. Following the dinner, the President called the meeting to order at 12:55 p.m.

Customer Jon Gjerpe was present to request a discussion concerning his water bill: Mr. Gjerpe informed the Board that in the previous month he had a very large leak on his personal waterline to his house. It is his belief that it was caused by employees driving over the waterline while reading his meter. During the discussion, Mark stated that he had talked with each of the employees who assured him that they had not driven over the waterline nor caused the water leak. Employees were instructed to be very cautious in the future. Office Manager Betty Shelton reported that she had made an adjustment to his water bill according to common practices in large leak situations. The Board approved the adjustment and payment arrangement made with Mr. Gjerpe.

Visitor Comments, limited to five minutes: None

Approval of minutes: Following a review of the November 9, 2017, meeting minutes, John Adams made a motion to approve the minutes as read. Ben Hale seconded the motion, and it carried.

Approval of November, 2017 expenditures and financial reports: Office Manager Betty Shelton informed the Board that the District is obligated to have an interest bearing Reserve Account that holds a balance equal to 10% of our annual loan payments. She will be making a once-monthly deposit in the amount of $1,490.80 to a reserve account at First Financial Bank. Following a review of the November expenditures and financial reports, John Adams made a motion to approve the expenditures and reports as submitted. Sam Snyder seconded the motion, and it carried.

Update on RD Project: Engineer Derek Turner stated that a meeting with West Central Texas Municipal Water District (WCTMWD) should be scheduled in order to move forward with the project. Not having a location to connect our projected waterline is holding up the progress. Originally, FGSUD had an agreement with Brazos River Authority for the connection location, but now it is under WCTMWD authority and could possibly change from the south side to the north. If that is the case, changes to the project would have to be made in order to obtain Rural Development’s approval. It will be necessary to assure the pressure is sufficient at a new location. Mark stated that he had met with Chris Wingert of WCTMWD and discussed again when we might have an answer about a connection agreement. Jim Blancq reported that he has talked with two WCTMWD board members, and they are aware that they are obligated to assist FGSUD in getting our raw water from Possum Kingdom. Their suggestion was that our Board meet with the WCTMWD Board President Randall Palmore in order to “get things moving.” Mark stated that he talked with Stephens Regional SUD about possibly using their pilot study in order to save some time and cost. A letter of request was mailed to the SRSUD Board, and hopefully we will receive a positive response soon.

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Manager’s Report: 1.) Mark reported that the injector on the haul truck went out and had to be replaced, and then the radiator blew. After a lot of searching he was able to find a replacement radiator. There are still some wiring issues, and he is concerned about other maintenance and repair expenses. He has been looking at trucks in hopes of finding an affordable replacement for future purchase or lease. 2.) On Tuesday, power at pump station 7 was lost and burned out the big meter. We’re in the process of replacing standard meters that have quit working, but it takes time to get them from the supplier. Flow meters are on the list to be replaced at PS #1, the twin meters, Throckmorton tower, and elevated tower on Hwy 180. 3.) Cody Sims is no longer employed after failing to fulfill his ninety-day probation period as agreed upon. It was with regret that he had to be let go, and he was given severance pay in the amount of one month’s salary. A help wanted ad has been placed in *The Albany News* and with the TRWA veterans program. 4.) The City of Albany has been sending us free chlorine rather than chloramine, and that has potential to cause problems with our quarterly HAA and THM sample tests. Mark has been in contact with TCEQ and Dillon Carter, the sampler, attempting to delay the sample testing date. In the meantime, we have been doing additional flushing. 5.) Office Manager Betty Shelton advised the Board that a Site Visit by Todd Powell of USDA Rural Development, which occurs every three years, was performed on November 28. Mr. Powell conducted an Operational Review, Security Inspection and Compliance Review. FGSUD received a letter from Area Director John Powell stating “the District has been found in compliance. The facility is very well maintained, and the records tracking system implemented provided for a simple review.” 6.) Jim Blancq asked about the replacement for the vacancy created by Sid Collinswowrth’s resignation from the Board. He was informed that a replacement will be named at the January Board meeting. Jim also asked Mark for an update on his appointment or election to the TRWA board. Mark explained the process that will take place until an election is held. It is probable at this time, that an assistant or interim director will fill the vacancy when the current director resigns. Concerning the CDs that were used for the land purchase and other expenditures, Jim asked Mark if the monies will be reimbursed from the RD Project funding. Mark stated that the monies will be refunded once the project is approved and funded. 7.) A discussion was held regarding end-of-year performance bonuses for employees. John Adams made a motion to reward each employee with $1,500 show of appreciation for the yearend. Sam Snyder seconded the motion, and it carried.

There being no further business, John Adams made a motion that the meeting adjourn. Jim Blancq seconded the motion, and the motion carried. The meeting adjourned at 2:44 p.m.

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Burrell McKelvain, Certifying Official

President of the Board