Fort Griffin Special Utility District

1180 C.R. 109

Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met Thursday, April 12, 2018, at the Prairie Star Catering Shack, 100 Ellison St., Albany, TX.

Board President Burrell McKelvain called the meeting to order at 12:12 p.m. Other Directors present were John Adams, Ben Hale, Sam Snyder, Jim Blancq, and Robert Montgomery. General Manager Mark Gardenhire, Office Manager Betty Barrett, and Jacob & Martin engineer Derek Turner also attended the meeting.

Visitor Comments, limited to five minutes: None present

Approval of minutes: Following a review of the March 2, 2018, meeting minutes, Robert Montgomery made a motion to approve the minutes as read. John Adams seconded the motion, and it carried.

Approval of March, 2018 expenditures and financial reports: In response to President McKelvain’s question at last month’s meeting concerning the increase in employee health and medical insurance, Office Manager Betty Barrett reported that there was an increase by approximately 13%. The monthly amount went from $373.56 to $429.60 ($56.04) per employee and from $619.98 to $712.98 (93.00) for employee dependents. Following the discussion and a review of the March expenditures and financial reports, John Adams made a motion to approve the expenditures and reports as submitted. Ben Hale seconded the motion, and it carried.

Update on RD Project: Derek reported that the Board of West Central Texas Municipal Water District voted to use “Tie-in 3B (see attached map) north of Breckenridge, which will add approximately $30,000 onto the projected waterline cost. He displayed maps with line locations designated and the fewer than 10 landowners’ names. He stated that he will start getting documents together so that Mark can start obtaining right-of-way easements. Derek talked with Chris Wingert about the possibility of FGSUD using a line that WCTMWD is not using. He said there is that option. On Friday afternoon, Mark and Derek are meeting with a field man from WCTMWD to look at the line.

Derek stated that he has submitted information to Texas Water Development Board concerning a loan/grant for additional funding. Mark said he got a bid of $21,000 from Wallace Controls & Electric Service for a new and updated SCADA system. We could possibly use loan/grant funds for the purchase and installation of the new system.

John Adams asked Derek if he has calculated the increase in cost of water for customers. Derek stated that the increase would be approximately $4.50 per month per customer.

In answer to Sam Snyder’s question about the cost of the stand pipe that will be located at Highway 6 and FM 1853, Derek estimates around $300,000.

President McKelvain asked Derek if we will be asked for some sort of payment to the property owners in order to obtain the easements for right-of-way. Derek stated that there is no rule for right-of-way payments, and we have never paid for them in the past. The water will be raw and untreated so we could offer a tap for anyone not willing to give an easement otherwise.

Following the discussions, John Adams made a motion to allow Derek to amend the project to connect at Tie-In 3B, continue with the necessary studies, and begin the right-of-way easements procurement. Sam Snyder seconded the motion, and it carried.

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Manager’s Report: 1.) Mark thanked the Board for allowing him to serve on the TRWA Board of Directors for District 1. At the TRWA Convention last week, he attended two board training sessions and meetings. He stated that at the convention he learned that several public water systems and districts are having some difficulties hiring new employees. FGSUD has been advertising for almost two months and to date have only had one application submitted. On Friday, May 4, Mark will be speaking at Career Day at the Albany High School campus and hopes that someone will be interested in the water industry. He also plans to offer temporary summer employment for anyone interested in mowing and trimming in many areas of the system. That would free up much of the time Tyler, Kyle and Eric spend cleaning up around pump stations, the shop yard, and meters. Burrell suggested we contact Texas Workforce Solutions and inform them that we are in the process of hiring another technician. It’s possible they could refer someone who is looking for employment to contact us. 2.) Mark reported that recent repairs to the haul truck were made, and the expense will be approximately $1,000. 3.) John Adams asked Mark if the chlorine problem in the system had been solved and fixed. Mark stated that it was finally discovered that our testers were the problem and were giving inaccurate readings. Once that was corrected, we have not had any further problems. 4.) President McKelvain mentioned the TRWA Office Professionals Conference which will be held June 7-8, 2018, in San Antonio. On the agenda are some sessions that could be beneficial for Betty if she would be interested in attending and with the Board’s approval. Following President McKelvain’s motion to approve Betty attending the Conference, Jim Blancq seconded the motion. The motion carried.

There being no further business, Ben Hale made a motion that the meeting adjourn. Sam Snyder seconded the motion, and the motion carried. The meeting adjourned at 2:15 p.m.

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Burrell McKelvain, Certifying Official

President of the Board