

LAKE KIOWA SPECIAL UTILITY DISTRICT

133 Kiowa Drive South
Lake Kiowa, Texas 76240-9539
(940) 668-8391

MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS

DATE: Wednesday December 10, 2014

TIME: 9:00 a.m.

PLACE: 133 Kiowa Drive South, Lake Kiowa, Texas 76240

MINUTES

- 1) **Call to Order and Declaration of Quorum:** Meeting was called to order @ 9:00 a.m. by President Maxwell. All Directors were present as well as General Manager Young.
- 2) **Review and approval of minutes of November 12, 2014 regular board meeting:** Director Bergbower made a motion to approve the minutes as published. Vice President Thies seconded the motion and all approved.
- 3) **Public Comment. (Speakers limited to 5 minutes each):** None
- 4) **Executive Session (Pursuant to Section 551.074. Personnel Matters):** Director Bergbower made a motion to enter into executive session pursuant to Section 551.074. Personnel Matters. Vice President Thies seconded the motion and all approved at 9:05 a.m. Director White made a motion to enter back into regular session at 9:12 a.m. and Vice President Thies seconded the motion and all approved.
- 5) New Business:
 - a) **Discussion and possible action on approval of HR Committee recommendations:** Motion was made by Director Bergbower to accept the H.R. Committee's recommendation for employee raises and bonuses for the next year. Director White seconded the motion and all approved.
 - b) **Update on the Elevated water tank bidding:** Manager Young updated the board on the bid procedure. Bid will be accepted until 2 p.m. today the 10th of December. They will be opened and then the engineering firm will take the bids and rate and score them and come back with their recommendation at the special called meeting on Monday December 15th at 9 a.m.
 - c) **Discussion and possible action calling for a Special Directors meeting on December 15th 2014 to award the contract for Elevated storage tank #3:** President Maxwell called a special meeting of the board of Directors for Monday December 15th at 9 a.m. for the purpose of awarding the bid contract for elevated storage tank #3.

- 6) Old Business:
- a) **Update on purchase of new utility service truck.** Manager Young told the board that the new service truck should arrive in the next few days.
 - b) **Update on fixed base meter reading system bidding process:** Manager Young updated the board on fixed base meter reading bidding process. He gave them information concerning a quote that he previously received.
 - c) **Discussion and update on Waterline replacement / tank program:** The bidding for the water line project #1 should happen in January.
- 7) Committee reports:
- a) **Human Resources (HR) Committee:** Previously reported
 - b) **Budget and Rates Committee:** Rate study should be completed soon.
 - c) **Long-range Planning and Conservation Committee:** Manager Young gave a copy of the asset worksheet to the Directors to look over and explained how the sheet would be used in the budgeting process.
- 8) **General Manager's report re: review of financial documents; water system maintenance and status; status of various projects; and recommendations for improving the water system and customer relations; and recent activities of the North Texas Groundwater Conservation District:** Manager Young updated the Directors on the water system. He stated that everything is back online and working well. Some problems were had with the new ground storage tank but they have been corrected. Leaks have been down as the amount of usage has decreased as well as the temperatures. Manager Young went over the financial statements and check register. He stated that the NTGCD did not have a December meeting.
- 9) **Review and accept monthly financial report(s) and approve payment of bills.** Vice President Thies made a motion to accept monthly financial reports and approve payment of bills. Director White seconded the motion and all approved.
- 10) **Discussion on future agenda items:** Rates, Elevated Tanks, Fixed base Meter Reading system, and water line replacement.
- 11) **Adjourn:** Motion was made by Director Bergbower to adjourn it was seconded by Secretary Anselmi and all approved.

By: *Ronny P. Young*
Ronny P. Young, Deputy Secretary