

# LAKE KIOWA SPECIAL UTILITY DISTRICT

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

## MINUTES FOR MEETING OF BOARD OF DIRECTORS

DATE: Wednesday December 14, 2016

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 by President Thies at 9:00 a.m. All directors were present along with General Manager Ronny Young.
2. **Review and approval of minutes: November 9, 2016 board meeting(s):** Director White made a motion to accept the Minutes for the November 9, 2016 monthly meeting as presented. Director James seconded the motion and all approved except for Vice President Bergbower who abstained since he was not available for the November meeting.
3. **Public Comment. (Speakers limited to 5 minutes each):** None
4. New Business:
  - (a) **Discussion and possible action to appoint Ronny Young as the election agent for the May 6, 2017 election:** Treasure Richey made a motion to appoint Manager Young as the election agent for the May 6, 2017 Directors election. Director Dressel seconded the motion and all approved.
  - (b) **Discussion and possible action to consider HR Committee's recommendations for salary adjustments, hiring of new employee, and holiday bonuses:** Director White made a motion to accept the HR committee recommendation for salary adjustments for all employees, hire an additional employee for Operations, and give Christmas gifts to the employees. Director Richey seconded the motion and all approved.
  - (c) **Discussion and possible action concerning possible customer damages:** General Manger Young discussed an invoice that he had received from a customer concerning perceived damages to his home. Vice President Bergbower made a motion for the General Manager to explain to the customer information from our Service Agreement where it explains that the Customer shall hold the District harmless from any and all claims for damages caused by service interruptions due to waterline breaks by the utility or like contractors, tampering by other persons or customers of the District, normal failures of the system, or other events beyond the Districts control. He also stated that the General Manager should work with the customer within limits given. Treasurer Cole seconded the motion and all approved.
  - (d) **Discussion and possible action to update 2016/2017 budget adjustments as presented:** General manager Young discussed the proposed changes to the Annual Budget explaining each item. Director White made a motion to approve the changes to the Budget as presented and Director Dressel seconded the motion. All approved the motion.

5. Old Business:

**Consent Agenda:** *Directors should ask for any items that they wish discussed to be removed from this section.*

- (a) **Discussion and update on Letter for collection of Water Availability that LKPOA owes on lots that they own:** None
- (b) **Discussion and possible action to engage an engineering firm to provide surveying and other services required to amend the district's certificate of convenience and necessity in order to serve Lake Kiowa Property Owners Association acreage:** None
- (c) **Update and possible action agreeing to participate in a Regional Water Study for the purpose of developing a plan to take, treat, and distribute water to water rights holders in Collin, Cooke, Denton, and Grayson counties:** None
- (d) **Update on fixed base meter reading system upgrades:** None
- (e) **Discussion and update on the waterline replacement Project #2:** None

6. Committee reports:

- (a) **Human Resources (HR) Committee:** None
- (b) **Budget and Rates Committee:** None
- (c) **Long-range Planning and Conservation Committee:** None

7. Reports:

- (a) **General Manager re: review of contractual matters; water system maintenance and status; status of capital improvement projects; rates and finances; customer relations; employee matters; special projects; equipment, materials, and vehicles; administrative matters; and, recommendations for water system improvements:** General Manger Young discussed he financial statements discussing several items and stating that these are the first showing audited information. He also stated that the #2 well motor had been repair and re-installed and that we have receive an invoice for payment.
  - (b) **Investment Officer re: Quarterly Financial Report. (Apr., Jul., Oct., Jan.):** None
  - (c) **Recent activities of the North Texas Groundwater Conservation District:** General Manager Young stated that the NTGCD had met on Tuesday and went over some of the highlights from the meeting.
8. **Review and accept monthly financial report(s) and approve payment of bills:** Director White made a motion to accept the monthly financial reports and approve the payment of bills. Director Dressel seconded the motion and all approved.
9. **Discussion on future agenda items:** Item from consent agenda, and General Manager pay adjustments.
10. **Adjourn:** Meeting was adjourned by President Thies at 9:45 a.m.

By: *Ronny P. Young*

Ronny P. Young, Deputy Secretary