

LAKE KIOWA SPECIAL UTILITY DISTRICT
133 KIOWA DRIVE SOUTH
LAKE KIOWA, TEXAS 76240
(940-668-8391)

DATE: October 17, 2012

TIME: 9:01

PLACE: 133 KIOWA DRIVE SOUTH, LAKE KIOWA, TEXAS 76240

1. **Call to Order:** President Jess Maxwell called the meeting to order at 9:01 a.m. Staff members present: General Manager Ronny Young, and LKSUD Attorney James Wilson was present.
2. **Welcome and Recognition of Visitors:** There were no visitors in attendance.
3. **Public Comments:** None
4. **Established Quorum:** Board members present: Jess Maxwell, John Anselmi, Bill White, Joanne Dorsch, Margaret Dressel and Bill Richey. Jack Thies was absent. President Maxwell determined a quorum of the board was present.
5. **Approval of minutes from previous meeting:** John Anselmi made a motion to approve the minutes of September 12, 2012 board meeting, which was seconded by Bill Richey and passed unanimously.
6. **General Managers report:** No new taps for the month of September. Robert had 20 hours & Gary had 10.5 hours overtime. Water breaks decreased last month due to the rain and lower usage. There were only approximately four breaks during the month. Ronny explained that a preliminary budget was sent out to the members. He also went over the income statement and explained any changes. He stated that the well and pumps were back on line. Cooke County Electric was contacted regarding power surge which may have been the cause of the problem. A check has been received from the insurance company for a portion of the well and pump damages. Ronny explained that he and office employees trained last week for the new billing program. We will be sending out a letter to all customers advising them of their ability to go online and view their water bill and also pay online.
7. **Consideration and possible account adjustment:** Ronny advised that there is a customer that does not actually meet the criteria for a water adjustment, but due to circumstances, he suggested an adjustment. After discussion and a recommendation from Attorney Wilson a motion was made by John Anselmi to adjust the bill, with proof from the customer that a lockable faucet has been installed to prevent this situation from happening in the future. Joanne Dorsch second, all approved.

8. Consideration and possible action approval of invoices and payment of bills: Motion made to approve by John Anselmi, seconded by Margaret Dressel. All approved unanimously.

9. Consideration and possible action on items concerning SUD formation: Ronny stated there was a problem at first in changing the name from KHWSC to LKSUD with Cooke County Electric, but after discussion with the office manager, the problem has been solved. No action was taken.

10. Consideration and possible action on Resolution 2012-013 appointing General Manager Ronny Young to the office of Deputy Secretary: Attorney Wilson recommended Ronny be appointed. A motion was made by Bill White to accept the Resolution and it was seconded by Margaret Dressel. All approved.

11. Consideration and possible action on Resolution 2012-014 adopting a records retention policy: Bill White made a motion to accept the Resolution and it was seconded by John Anselmi, all approved.

12. Consideration and possible action on Resolution 2012-015 adopting an identity theft prevention program and policy: John Anselmi made a motion to accept the Resolution and it was seconded by Bill White, all approved.

13 Consideration and possible action on Ordinance No.2012-002 amending the Rate Order to add a service trip fee: Attorney Wilson stated the Drought Contingency Plan which referred to the Lake Kiowa Volunteer Fire Dept. was changed to (Local VFD). Ronny discussed the use of fire hydrants and rules for water used by fire trucks. The amendment also states that a \$35 service trip fee, a \$50 reconnect fee and a \$50 after hours service trip fee be added to Rate Order. Bill White made a motion to accept the Resolution amendment and it was seconded by John Anselmi, all approved.

14. Update on CIP program with Cobb-Fendley: Ronny discussed options to increase water pressure in certain areas by enlarging pipe size and possibly adding more storage to the four legged water tank to bring the tanks to the same level. He stated that he would ask for estimates from Cobb-Fendley.

15. Update from NTGCD: Ronny stated that a meeting had been held in the Cooke County Courthouse on Tuesday October 10th. Ronny stated that groundwater users have begun to send in payments and a budget for 2013 and a continued rate of 10 cents per thousand gallons of pumpage was set. Ronny encouraged members to attend future meetings as they will be held in Cooke County the next two months.

16. **Discussion of any agenda items to be included in future meetings:** Attorney Wilson asked if the board would like to set up a new Consent Agenda for LKSUD which can be read and approved by each member before meetings. Jess Maxwell discussed fixed based radio collection for meter readings to prevent customer over usage of water.

17. **Meeting adjourned at 10:25 am.** Motion was by Bill White and seconded by Joanne Dorsch. All approved.

Respectfully submitted

Gladys Gordon, Recording Secretary

John Anselmi, Secretary