

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 May 13, 2015

TIME: 9:30 a.m.

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

Minutes

1. **Call to Order and Declaration of Quorum:** All Directors were present constituting a quorum. Also present were Director Candidates J. B. Cole and Gary James. General Manager Young and Legal counsel James Wilson were present.
2. **Review and approval of minutes: April 8, 2015 regular board meeting:** Director White made a motion to accept the April 8, 2015 minutes as presented and Secretary Anselmi seconded the motion all were in favor except Director Richey who abstained since he was not present at that meeting.
3. **Public Comment. (Speakers limited to 5 minutes each):** None
4. New Business:
 - (a) **Adoption of Order to canvass election results from the May 9, 2015 election for three directors:** Motion was made by Director White to accept the canvassing order as it was read. Results were as follows: Margaret Dressel 76, Gary James 68, Jess Maxwell 35, J. B. Cole 68. Directors for three year terms are Margaret Dressel, Gary James, and J. B. Cole.
 - (b) **Administer Oath of Office, execute bonds, and take such actions needed to qualify Directors for office:** General Manager Young issued the oath of office to the three new directors and they completed all documentation needed to be qualified.
 - (c) **Discussion and possible action regarding election of Board officers, including President, Vice President, Secretary, and Treasurer:** Director White made a motion to elect Jack Thies as president and Director Bergbower seconded the motion and all approved. New Director Gary James made a motion to approve the following slate of officers. Director Bergbower as Vice President, Dressel as Treasurer, and new Director J. B. Cole as Secretary. The motion was seconded by Director White and all approved.

- (d) Discussion and possible action regarding purchase of a utility vehicle for meter installations:** Manager Young explained to the board that another vehicle was needed to assist in the installation of the new meters and for other uses around the maintenance facility. He offer to quotes for a golf cart with a utility bed and recommended a rebuilt 2011 Yamaha cart from Golf Car Solutions in Collinsville for \$4500. After some discussion Director White made a motion to accept Manager Young’s recommendation and Director James seconded the motion and all approved.
- (e) Discussion and possible action regarding hiring two temporary employees during the summer:** Manager Young requested that he be able to hire a couple temporary employees to assist in installing meters and cleaning meter boxes and our facilities for two months in this summer. Director White made a motion to hire two temporary employees during the summer months and Vice President Bergbower seconded the motion and all approved.
- (f) Discussion and possible action regarding auditing firm for 2014/2015 annual audit:** General Manger Young presented an engagement letter from the accounting firm of Schalk and Smith CPAs to complete our 2014/15 annual audit for an amount not to exceed \$5850. Director White made a motion to engage Schalk and Smith CPAs to conduct our 2014/15 annual audit for above mention amount. Director James seconded the motion and all approved.
- (g) Discussion and possible action regarding destruction of previous year’s election ballots:** Treasurer Dressel made a motion to destroy all previous ballots that we currently have stored, and Director White seconded the motion and all approved.

5. Old Business:

- (a) Update on fixed base meter reading system upgrade(s):** Manager Young updated the Directors on the ongoing installation of the new meters.
- (b) Discussion and update on Waterline replacement / tank program:** Manager Young updated the Directors on the waterline and tank contracts and what was being done.
- (c) Discussion and update on Well #4 repairs:** Manager Young told the Directors that the well was working well and the bill has been paid and we have received the insurance check for everything except the \$2500 deductible.

6. Committee reports:
 - (a) **Human Resources (HR) Committee:** None
 - (b) **Budget and Rates Committee:** New rate letters have been sent out and new rates are to go into effect.
 - (c) **Long-range Planning and Conservation Committee:** General Manager Young said that he recently attended a meeting of water providers concerning our water rights from Lake Texoma. It was the consensus that a feasibility study needs to be completed, and when more information is gathered a meeting will be held to try and decide how the study should be funded.

7. **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 told the board that water usage is down from last year because of the rains. He said that everything is running well. He then went over the financial statements and answered questions. He then discussed the North Texas Ground Water Conservation District's activities. Highlights of the meeting included installation of a new director from Collin County and dealing with a couple of well drillers that don't want to register well that they are drilling.

8. **Review and accept monthly financial report(s) and approve payment of bills:** Vice President Bergbower made a motion to accept the financial reports as presented and to authorize the payment of bills. Director Richey seconded the motion and all approved.

9. **Discussion on future agenda items:** New Committee assignments

10. **Adjourn:** Director White made a motion to adjourn and Vice President Bergbower seconded the motion and all approved.

By: *Ronny P. Young*
Ronny P. Young, General Manager