

Possum Kingdom Water Supply Corporation

1170 Willow Road
Graford, Texas 76449

Possum Kingdom Lake
940-779-3100 TDD 800-735-2989

Board of Directors Regular Meeting 10:00 A.M. Wednesday, February 15, 2023

MINUTES

1. **Call to order, roll call and establish quorum**

The meeting was called to order at 10:00 AM and a quorum was established. Monty Jasper and Erika Carter were absent.

2. **Welcome and recognize visitors and guests**

No guests/visitors.

3. **Consent Schedule**

- a. Approval of minutes from January regular meeting
- b. Approval of Treasurer's report and payment of bills for January

Motion to approve January meeting minutes and January financials by Mike Patton, second by Jay Naylor. Motion approved.

4. **PKWSC Member, Victor Vincent, to Petition Board for Reduced Bill.**

Tom Labbe, General Manager, presented the proposed bill adjustment which Mr. Vincent rejected and indicated he would bring to the board for dispute resolution. Mr. Vincent did not show up to the board meeting.

Mike Patton made a motion to extend the offer to Mr. Vincent in writing as presented and that Mr. Vincent would have until Friday, February 17, 2023, to pay the bill at the reduced amount or the original bill amount would apply and would be subject to late fees. Jo Lynn Miller seconded the motion. Motion approved.

5. **Discussion and Potential Approval Regarding Updating the Official Investment Policy for Various Corporation Fund Accounts.**

Tom Labbe, General Manager, presented the request to update the Official Investment Policy for Various Corporation Fund Accounts with the following change:

Removal of the Training Requirement paragraph on Page 4

PKWSC as a retail public utility is not required to attend the Public Funds Investment training classes.

Rosendo Ferrer made a motion to approve updating the Official Investment Policy for Various Corporation Fund Accounts as presented. Second by Jay Naylor. Motion approved.

6. Discussion and Information Only Regarding OPCC Comparison of WTP Expansion.

Tom Labbe, General Manager, presented the information gathered from discussion with eHT regarding the comparison of the WTP expansion costs from January 2021 to November 2022. Majority of cost differences were around inflation costs related to labor and materials. Some additional cost variations were due to lessons learned on PKWSC projects as well as other R/O treatment facility projects and designing for future growth opportunities.

7. Discussion and Information Only Regarding Potential for .5 MGD Expansion within Current WTP Building.

Tom Labbe, General Manager, presented a list of seven engineering firms which have experience in water/wastewater treatment facilities. This list was gathered through research and discussions with other SUDs and WSCs at conferences. PKWSC staff is working with each firm to identify a representative which can give dedicated time and effort to investigate the opportunity for PKWSC.

Tom also presented eHT's recommendation that they believe that future expansions should not be focused on the existing WTP. eHT believes that future investments and expansions should be focused on a new WTP facility with new infrastructure.

Discussion with the board of directors was to also ask other engineering firms about R/O experience and to review requirements and look at future plans for expansion within current WTP footprint, larger expansion, and Hills Above standpipe and/or storage tank. Additional data/information to be discussed at April 2023 board meeting.

8. Discussion and Potential Approval for Plant Water System Proposal of Services from eHT.

Tom Labbe, General Manager, presented the eHT proposal of services for the PKWSC Plant Water System. The PWS was not part of the current WTP expansion and is in need of upgrades and improvements in order for PKWSC to treat 2.5 MGD. This firm fixed price effort includes the design, bidding packages and construction oversight (review of submittals, RFIs, site trips, punch list coordination, general construction management) of the project. eHT also provided an Opinion of Probable Construction Cost for what a contractor may bid on the project. PKWSC staff will work with eHT and selected contractor to purchase parts and components at the best possible rate.

Mike Patton made a motion to approve the eHT proposal of services for the PKWSC Plant Water System as presented for firm fixed pricing at \$31,550.00. Second by Randy Burdick. Motion passed.

9. Discussion and review of the Manager's Report

Tom Labbe presented the Manager's Report and discussed activities:

- Meter Installs Pending – 6
- Meter Installs Pending Paperwork/Payment – 2
- Transfers Pending - 4
- 82 RPZA inspections to complete. Will start shifting staff responsibilities as we currently have only one licensed BPAT operator.
- Working with eHT and Purcell to get paint subcontractor back out to touch up and work through list of potential damaged parts and equipment.
- Price Surveying working on preliminary drawings for expansion of easements to take to BRA for discussion.
- PKWSC hired new field technician. New employee comes with D license already in place and has three years of distribution and water experience with LA Services.
- Crystal Bay development is complete.
- CBGR procedural schedule has been updated with final hearing on merits scheduled for October 11-12, 2023.
- Annual Meeting to be held, Saturday, March 11, 2023, at 10AM.
- Rural Water Con 2023, Austin, TX, March 29-31.

10. Discussion of any items of interest, including topics for future board meetings

None.

11. Establish time, date, and location of the next meeting of the board – proposed for Saturday, March 11, 2023 at TBD immediately following the Annual Member Meeting at Possum Kingdom Water Supply Corporation Office, 1170 Willow Rd, Graford, Texas 76449

12. Adjourn

Meeting was adjourned at 11:05 AM. Motion to adjourn by Rosendo Ferrer. Second provided by Mike Patton. Motion approved.



Mike Patton – Secretary / Treasurer

3/11/23
Date