

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 AM Wednesday, November 15, 2023

MINUTES

1. Call to order, roll call and establish quorum

The meeting was called to order at 10:00 and a quorum was established with Scott Stubbs absent.

2. Welcome and recognize visitors and guests

Monty Land was recognized as a visitor. Bryson Adams and Josh Lincoln are guest for Agenda Item 5.

3. Employee Introduction – Billy Martin

Billy Martin, Water Treatment Plant Operator, gave an overview of his family and his job responsibilities. He was very favorable about his job and stated that many of the items are being address and or repaired that affect water production and job satisfaction.

4. Consent Schedule

- ♦ Approval of minutes from October regular meeting
- ♦ Approval of Treasurer’s report and payment of bills for October

Randy Burdick made a motion to approve the consent schedule and Mike Patton seconded the motion. This was approved by all present.

5. Discussion and potential approval of CCN extension in the Maverick Ranch to be presented by Byson Adams

Bryson Adams, GKA Land Sales, is purchasing the LLC that holds the property known as The Maverick Ranch. He has provided a proposed plan for the 318 meters held by this development. There are 160 acres with 26 lots that are north of the CCN line and they would like to request to expand the CCN to cover this property.

There was considerable discussion regarding other developers that have requested the CCN be expanded and the board had rejected those requests. Mr. Adams felt his request was different in that there are 318 meters reserved for this property which was not the case for the other requests.

Mike Patton made a motion to approve the request to expand the CCN, however, there was not a second. Rosendo Ferrer then made a motion to deny the request for the CCN expansion which was seconded by Randy Burdick. This was approved by 7 directors present and Mike Patton opposed. The motion was approved.

6. Discussion and potential approval of Biggs & Mathews Task Authorization

Monty Jasper has been in discussion with Kerry Maroney of Biggs and Mathews regarding a standpipe or storage tank for The Hills Above PK development. There are locations within The Hills that experience fluctuations in water pressure. This addition to the distribution should provide a more consistent service. He has provided a scope of work with a cost not to exceed \$25,000.

The directors discussed that there are three additional projects that need to be addressed: System Analysis, review of the plans for The Maverick Ranch, and expanding the existing building.

Stacy Urban made a motion that the board approve the Task Authorization No. 1 with a cost not to exceed \$25,000. This was seconded by Randy Burdick and approved by all present.

7. Discussion and potential approval of Community Bank documents for wire transfers

Rosendo Ferrer made a motion that the board approve the Community Bank document for funds transfers that changes Shelbie's last name. Stacy Urban seconded the motion and it was approved by all.

8. Discussion and potential approval of establishing a Safety Committee with information provided by Dale Bankhead

Dale Bankhead has previously talked about the necessity of establishing a permanent safety committee. He has extensive knowledge of safety protocols, and he wants to make sure that we have a safe working environment.

He presented a detailed mission statement and a plan for the committee. The board felt that the approach should be from within and not top down and that the board would participate as an advisor only. Dale Bankhead volunteered to be the co-chair with Jason Ringo.

Monty made a motion to approved the scope and function of the proposed Safety Committee. This was seconded by Stacy Urban and approved by all present.

9. Discussion and potential approval of Annual Meeting Procedures

The annual meeting will be held on March 9, 2024. **The procedures were presented with** only date and name changes. The board noted that current directors do not need to obtain signatures to be approved to run for their expired position.

Dale Bankhead made a motion to approved the annual meeting procedures. This was seconded by Monty Jasper and approve by all present.

10. Discussion and potential approval of property, liability & D&O insurance for 2024

The annual property, D&O, Crime and Marine through Higginbotham Insurance Agency was quoted at \$43,978.00. 2023 price was \$41,635.

Property, Inland Marine and Liability	\$19,628.00
Business Auto	\$ 8,713.00
Workers Compensation	\$ 4,979.00
D & O Liability	\$ 3,311.00
Commercial Crime	\$ 475.00
Umbrella	\$ 1,820.00
Ocean Marine (Floating Pump station)	<u>\$ 5,052.00</u>
Total	\$43,978.00

The board suggested that the umbrella be increased to \$5 million.

Randy Burdick made a motion that the board approve the insurance renewal through Higginbotham Insurance Agency with the Umbrella increased to \$5 million. This was seconded by Stacy Urban and approved by all present.

11. Discussion and review of the Manager’s Report

Sue Cathey discussed that the issues we have experienced with the intake pumps was caused by the engineer's specifications of aluminum and bronze which deteriorated very quickly with the salty water. The manufacturer has corrected the issue but this is an unacceptable recommendation from Jordan Hibbs.

There are many electrical issues at the WTP. Jason Ringo is engaging another contractor to address the issues and to replace / repair all the lighting in the plant.

Jason Ringo addressed another issue at the WTP regarding the drain that is to take any excess water or overflow away from the plant. This is completely clogged up and cannot be repaired. He has a planned solution that he is getting bids on. He has also implemented a vendor agreement.

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

Rosendo Ferrer volunteered to prepare an information session on the general operation of the company. This will be for the new directors and any director that would like to attend.

13. Establish time, date, and location of the next meeting of the board – proposed for December 20 at 10:00 A.M. at Possum Kingdom Water Supply Corporation Office, 1170 Willow Rd, Graford, Texas 76449

The next meeting will be as proposed.

At any time during the meeting and in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Possum Kingdom Water Supply Corporation Board of Directors may meet in executive session on any of the above agenda items or other lawful items.

14. Adjourn

Rosendo Ferrer made a motion to adjourn. This was seconded by Stacy Fulford and approved by all.

Mike Patton - Secretary / Treasurer

Date