

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT
MINUTES WEDNESDAY AUGUST 17, 2022 12:30 PM**

1. A meeting of the Board of Directors for East Cedar Creek FWSD was held at the Administration building in Gun Barrel City, Tx on August 17, 2022. The meeting convened at 12:30pm, President Jim Willi presiding.
2. Pledge of Allegiance.
3. Members present in person were President Jim Willi, Vice-President Bill Goheen, Treasurer Ted Bayless, Secretary Joe Lomonaco, and Director Larry Bratton. Absent was Director Rob Rea and Director Jan Wynn. Other attendees in person were General Manager James Blodgett, Office Manager Angie Crowsey, John Reidy/KSA Engineers, and Robin Sykora/ Gun Barrel City EDC. Other attendees by telephone/video conference were Russell Slayton/The Monitor.
4. A quorum was established.
5. Motion was made by Mr. Lomonaco and seconded to adopt the agenda. Motion carried unanimously.
6. **Discuss and/or take action to approve the minutes from the workshop/regular meeting on July 20, 2022.** Motion was made by Mr. Lomonaco and seconded to approve the minutes from the workshop/regular meeting on July 20, 2022. Motion carried unanimously.
7. **Public Comments.** There were no public comments.
8. **Consent Agenda:** The Board requested that items under the General Manager's report #8b(i), and 8b(ii) be removed for discussion.
 - a. KSA Engineer's Report
 - i. Task Order #24 General Services
 - ii. 2017-2018 Bond Projects. 1) Task Order #31 300K Gal Storage Tank **COMPLETED**). 2) Task Order #32 SWWTP Improvements (**COMPLETED**). 3) Task Order #33 BWTP Raw Water Pump Station Improvement (**COMPLETED**). 4) Task Order #34 Lift Station #19 (**COMPLETED**). 5) Task Order #35 Meter Replacement (AMR).
 - iii Task Order #739 Planning/Engineering service for bond application Support.
 - b. General Manager's Monthly Report.
 - i. Key Monthly Activities. ii. Staff Changes. iii. Work Orders. iv. Project Status. v. Operations Report.

Without objections the Board discussed the following consent agenda items.

8. b.(i) Key Monthly Activities. The Board discussed the key monthly activities and commended the staff on the amount of sewer jetting done for the month. The Board asked about the low percentage of loss for southside water and asked how it is staying down. Mr. Blodgett advised that there were no changes except that divers did a line repair for a crossing under the lake which could have helped. The Board and Mr. Blodgett discussed long range planning for valves in this area in the future.

8. b.(ii) Staff Changes. The Board asked about the experienced WW Operators who were supposed to start this month, Mr. Blodgett advised that one of them was offered a significant increase in pay by his current employer and the other operator did not want to leave his company shorthanded as they had several staff out so he turned down the job with the District.

Motion was made by Mr. Goheen and seconded to approve the consent agenda. Motion carried unanimously.

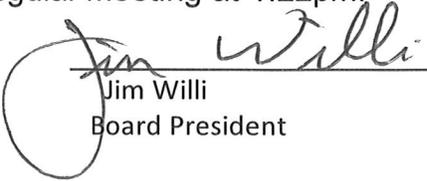
9. **Discuss and/or take action to approve to purchase additional security cameras for the South Wastewater Treatment Plant not to exceed the budgeted amount of \$3,000 to be**

paid out of Operating Reserves for a budgeted expenditure for the 2022/2023 Capital Improvement. Motion was made by Mr. Bratton and seconded to approve to purchase additional security cameras for the South Wastewater Treatment Plant not to exceed the budgeted amount of \$3,000 to be paid out of Operating Reserves for a budgeted expenditure for the 2022/2023 Capital Improvement. Mr. Blodgett explained that there are currently two cameras at this facility but wanted to add a few more for security purposes. It was noted that there has been some issue at this location and this would make it more secure. Motion carried unanimously.

10. **Discuss and/or take action to approve an extension of agreement term for KSA Engineers, Inc General Services Agreement.** Motion was made by Mr. Lomonaco and seconded to approve an extension of agreement term for KSA Engineers, Inc General Services Agreement. The Board and Mr. Blodgett discussed some recent issues that the District had with KSA Engineer which was lack of communication and not having a designated representative and noted that these issues are now being resolved to the District's satisfaction. The Board discussed that the wage structure and increase seem to be higher for the senior level staff versus the junior level staff. Mr. Reidy explained that like most companies right now, their company wanted to retain senior employees in a competitive time. Mr. Reidy also pointed out that KSA Engineers strive to stay comparative to other engineering firms. The first motion made did not pass due to lack of votes. The Board asked that KSA Engineers reconsider a reduction in their pricing scale especially for wage costs. Motion was made by Mr. Goheen and seconded to table this item until next month's meeting. Motion carried unanimously.
11. **Discuss and/or take action to perform the annual review of the District's investment policy.** Motion was made by Mr. Goheen and seconded to perform the annual review of the District's investment policy. Ms. Crowsey explained that the only change was the name for the Board President and signature changing to Mr. Willi's information. It was noted that per the District's investment policy the investment officers for the District is always the Board President and General Manager. Motion carried unanimously.
12. **Discuss and/or take action to approve to order an election to be held on November 8, 2022 to fill four (4) board positions.** Motion was made by Mr. Bratton and seconded to approve to order an election to be held on November 8, 2022 to fill four (4) board positions. The four seats up for election are those currently being held by Mr. Goheen, Mr. Lomonaco, Mr. Bratton, and Ms. Wynn and it was noted that the deadline to file an application for a place on the ballot for this election was Monday August 23, 2022. Motion carried unanimously.
13. **Committee Reports.**
 - a. **Personnel Committee.** There was no report.
 - b. **Operations Committee.** Mr. Lomonaco advised that the committee had some questions that was answered by Mr. Blodgett by email but did not have an official meeting.
 - c. **Finance Committee.** Mr. Bayless reported that the finance committee did not meet but noted that they are concerned about the timing of the issuance of the new bonds, noting that the sooner the better.
14. **Review and discuss the July 2022 financial reports.** Mr. Bayless advised that the biggest expense is the installation cost for water and wastewater. There was discussion on the budget line item for water system maintenance and Ms. Crowsey was going to get with the Bookkeeper to see where most of the expenses were coming from. Ms. Crowsey advised that she suspects it is the new way that inventory is being expensed. This year the District is expensing the majority of inventory items as they are purchased instead of being put into an inventory holding expense account and being expensed as they are used on work orders

which could cause some budget line items to be larger at once but decrease as the fiscal year goes. The Board reviewed the debt ratio which is a 1.52 year to date.

15. **Discuss and/or take action to approve the payment of bills.** Motion was made by Mr. Bayless and seconded to approve the payment of bills. Motion carried unanimously.
16. Motion was made by Mr. Bratton and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the regular meeting at 1:22pm.


Jim Willi
Board President

09/21/2022
Date