

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT
MINUTES WEDNESDAY MAY 17, 2023, 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 May 17, 2023. 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, Secretary Joe Lomonaco, Director Larry Bratton, and Director Pat Mullaney. Other attendees in person were General Manager James Blodgett, and Office Manager Angie Crowsey, Natalie Onate/Enchanted Oaks, and Stephen Alley/Enchanted Oaks. Director Rob Rea and Shriram Manivannan /KSA Engineers arrived later in the meeting. Other attendees by telephone/video conference were Russell Slayton/The Monitor.
 4. A quorum was established.
 5. Motion was made by Mr. Goheen and seconded to adopt the agenda. Motion carried unanimously.
 6. **Discuss and/or take action to approve the minutes from the regular meeting on April 19, 2023.** Motion was made by Mr. Mullaney and seconded to approve the minutes from the regular meeting on April 19, 2023. Motion carried unanimously.
 7. **Discuss and/or take action to approve a request from the Town of Enchanted Oaks to remove a deed restriction placed on property received from the District in a land swap with stipulation that Enchanted Oaks agrees to pay all costs associated with the revision.** Motion was made by Mr. Lomonaco and seconded to approve a request from the Town of Enchanted Oaks to remove a deed restriction placed on property received from the District in a land swap with stipulation that Enchanted Oaks agrees to pay all costs associated with the revision. The Board discussed the property and Ms. Onate questioned why the restriction was on the property. Mr. Blodgett explained that the District could not find any reason but thought that it was because there was an old sewer plant on this property from before a previous water company. The Enchanted Oaks representatives at the meeting agreed to pay all costs associated with the deed revision to remove the restriction. Ms. Crowsey advised that she had received an estimate for the revision in the amount of \$293.07. Motion carried unanimously.
 8. **Public Comments.** There were no public comments.
- Director Rob Rea arrived at the meeting.
9. **Consent Agenda:** The Board requested that under the Engineer's report item 9.a(ii), and a(iii), and requested that all items under the General Manager's report #9.b(i), b(iii), and 9(v) be removed for discussion.

a. KSA Engineer's Report

i. Task Order #24 General Services

ii. **2017-2018 Bond Projects.** 1) Task Order #35 Meter Replacement (AMR).

iii. **2022 Bond Projects.**

1) Task Order #101208 Generators

2) Task Order #101209 Master Plan

3) Task Order #101210 NWWTP Catwalk

4)a Task Order #101211 SWWTP Improvement

4)b Task Order #101212 SWWTP Improvement

5) Task Order #101213 Brookshire GST

6) Lift Station Improvement #57 & #59

7) Task Order #101215 Southside AMR.

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.

9.a (ii) 2017-2018 Bond Project. 1)Task order #35 AMR. The Board asked about the project status. Ms. Crowsey explained that that the AMR meters have been installed in the ground and

they are waiting on both the District's billing software IT technicians and the AMR contractor, Core & Main's IT technicians to complete their portion of the project. Ms. Crowsey advised that the first training to go live is scheduled for June 1, 2023. The Board asked if the new AMR project under the 2022 Bond would be done right away. Mr. Blodgett advised that he discussed this with Danny Hayes at KSA Engineers, and the attorney for the District and it was noted that the District would have to go out for new bids for the new AMR project. Mr. Blodgett advised that the District is now waiting for KSA to bid this project out.

9.a (iii) 2022 Bond Projects. The Board discussed the Master plan that is currently being updated by KSA Engineers. There were questions about the SWWTP improvement project and Mr. Blodgett advised that the staff is currently draining this plant down and that it does take a while to get this plant drawn down for inspection.

9.b (i) Key Monthly Activities. The Board received an update from Mr. Blodgett on the listed repairs done for the Belt press.

9.b.(iii) Work Orders. The Board and Mr. Blodgett discussed the work order report, and it was noted that there were over twice as many open than closed inspection work orders. Mr. Blodgett advised that this is still the same on going problem where the District has to wait for the homes to be built entirely so that the Customer Service Inspector can inspect the inside of the house when it has all the fixtures for compliance and a delay for them failing for noncompliance and having to keep inspection open until they pass.

9.b (v) Operations Report. The Board and Mr. Blodgett discussed the project going in at 832 South Gun Barrel Lane. It was noted that this location is located just before the Payne Springs bridge where the old Northwood marina used to be and there is already a lift station at that location. The Board also discussed with Mr. Blodgett the idea of the District funding future projects with federal funds (Federal Debt) and the benefits of doing so. It was discussed about the master plan being developed by KSA Engineers which will help identify potential areas in need of improvement and help identify future projects based on the report. Mr. Blodgett advised that the North Wastewater Treatment Plant's may need to be looked at for upgrade due to the plant pushing 75% capacity mark. Mr. Blodgett noted that once capacity hits 75% for three (3) months in a row then the District is required to be in the planning phase for upgrading. Mr. Blodgett advised that another area that needs to be looked at is the wastewater service for Northside customers who are in the East side of the District going out towards highway 175. There were several options discussed for providing sewer service including building a new wastewater plant, transporting by pipe to the existing plant, and even consolidating with other water companies. The Board reviewed the Wastewater Operations Report (WOR) and the max flow for the North Wastewater Plant for the month of April. Mr. Blodgett advised that there was a lot of heavy rain flow. The Board asked if there was anything the District could do and it was noted that a few years back the District had the company Spectra Shield put special lining in the manholes to help with the flow, they rehabbed a few lift stations including one that was below water with every rain event, have built larger lift stations, and the staff monitor for red lights in areas prone to flooding during heavy rain events. The Board reviewed the water loss for southside which is still high at 45%.

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

10. Discuss and/or take action to approve replacing one utility truck not to exceed \$45,000.00 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement. Motion was made by Mr. Bratton and seconded to approve replacing one utility truck not to exceed \$45,000.00 to be paid out of Operating Reserves for a

budgeted expenditure for the 2023/2024 Capital Improvement. Mr. Blodgett advised that this was a budgeted truck to replace a utility truck. Motion carried unanimously.

Mr. Goheen left the meeting briefly.

11. **Discuss and/or take action to approve replacing one utility truck not to exceed \$45,000.00 to be paid out of Operating Reserves for an unexpected expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Bratton and seconded to approve replacing one utility truck not to exceed \$45,000.00 to be paid out of Operating Reserves for an unexpected expenditure for the 2023/2024 Capital Improvement. Mr. Blodgett advised that the District has a diesel truck that has had to have a lot of repair work and it is suggested that it is due to it not getting driven like it should and has a lot of idle time. There were some discussion/concerns about District trucks idling when not in use and Mr. Blodgett confirmed that he would bring that matter to the supervisors and that this could be tracked. Motion carried unanimously.

12. **Discuss and/or take action to approve to purchase a new rail system, two (2) pumps, and a panel box for lift Station #65 not to exceed \$15,000.00 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Lomonaco and seconded to approve to purchase a new rail system, two (2) pumps, and a panel box for lift Station #65 not to exceed \$15,000.00 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement. Motion carried unanimously.

Mr. Goheen arrived back to the meeting.

13. **Discuss and/or take action to approve to clean the backwash pond at the Brookshire WTP not to exceed \$25,000.00 to be paid out of Operating Reserves for an unbudgeted expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Rea and seconded to approve to clean the backwash pond at the Brookshire WTP not to exceed \$25,000.00 to be paid out of Operating Reserves for an unbudgeted expenditure for the 2023/2024 Capital Improvement. Mr. Blodgett explained that this was not budgeted, and the reason is that there are currently two ponds that the backwash goes into and with the option to put the new ground storage tank in this area we have to do away with one of the ponds, so the staff is shutting down the one pond and putting all backwash in the other pond. While backwashing with the one pond shut down it floods the plant therefore it needs to be cleaned out. Mr. Blodgett explained that the District would be timing it to be cleaned at the same time that the City of Mabank schedules their pond cleaning and will save money on mobilization costs by the company. Motion carried unanimously.

14. **Discuss and/or take action to approve to repair, replace, and upgrade four computers and purchase seven tablets not to exceed \$13,275.00 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Goheen and seconded to approve to repair, replace, and upgrade four computers and purchase seven tablets not to exceed \$13,275.00 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement. Ms. Crowsey explained that recently she was asked about security and advised that the District's IT company would be upgrading some of the existing security measures and systems already in place as well as updating several computers and doing a full security assessment. Ms. Crowsey explained that the District also provides annual cyber security training as well as ongoing notices when there are risks. The Board and Ms. Crowsey explained contingency plans in case of a security breach. Motion carried unanimously.

15. **Discuss and/or take action to approve to transfer \$344,172.51 from Bond Interest and Sinking CD into Operation Reserve account to pay the bond debt payments due on July 1st, 2023.** Motion was made by Mr. Goheen and seconded to approve to transfer \$344,172.51

from Bond Interest and Sinking CD into Operation Reserve account to pay the bond debt payments due on July 1st, 2023. Motion carried unanimously.


16. **Committee Reports.**

- a. **Personnel Committee.** Mr. Bratton advised that there was no Personnel Committee meeting.
- b. **Operations Committee.** Mr. Lomonaco advised that the Operations Committee met yesterday.
- c. **Finance Committee.** Mr. Bayless advised that there was no Finance Committee meeting.

17. **Review and discuss the April 2023 financial reports.** The Board reviewed the financials and there was a question about a bill from KSA Engineers. Ms. Crowsey had to consult with the Bookkeeper Donna Wood who came to the meeting briefly to advise that these invoices were for Bond projects and will be paid out of the bond account so it would not affect the debt ratio because it is not paid out of the regular operating account. For the raw water line item it was advised that the District did receive a credit from Tarrant Regional Water District and it covered all of April's raw water costs and had a credit going into May's.

18. **Discuss and/or take action to approve the payment of bills.** Motion was made by Mr. Rea and seconded to approve the payment of bills. Motion carried unanimously.

19. Motion was made by Mr. Bratton and seconded to adjourn. Motion carried unanimously. The Board convened out of the regular meeting at 1:42pm.


Jim Willi
Board President

06/21/2023
Date