

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT  
MINUTES FOR WEDNESDAY MARCH 20, 2024 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 March 20, 2024. The meeting convened at 12:30pm, President Jim Willi presiding.
2. Pledge of Allegiance.
3. Members present in person were, President Jim Will, Vice-President Bill Goheen, Director Larry Bratton, and Director Rob Rea. Absent was Secretary Joe Lomonaco and Director Pat Mullaney. Other attendees in person were General Manager James Blodgett, Office Manager Angie Crowsey, Russell Slayton/The Monitor, and Terri Bradley.
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 workshop/regular meeting on February 21, 2024.** Motion was made by Mr. Willi and seconded to approve the minutes from the workshop/regular meeting on February 21, 2024. Motion carried unanimously.
7. **Public Comments.** Mr. Russell and the Board discussed the upcoming solar eclipse on April 8<sup>th</sup>.
8. **Consent Agenda:** The Board requested that under the General Manager's Report items #b(i),b(ii),b(iv), and b(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.**

**8.b (V) Operations Report.** The Board and Mr. Blodgett reviewed the water loss report, and it was noted that the Southside water loss was down. Mr. Blodgett stated that District staff has replaced old meters with the new AMR meters in several subdivisions and with the big leak that was fixed in February it is possible that this is aiding in the water loss reduction.

**8.b (ii) Staff Changes.** Mr. Blodgett announced that there is one new hire coming next Monday and that will make the District fully staffed in the first time in many years. Mr. Blodgett said that during the month the District hired an employee for the Wastewater department who was a rehire and he had a lot of experience. Another employee who was hired worked for another local water company for over 24 years and comes with a lot of experience in the field. Mr. Blodgett and Ms. Crowsey advised that they feel the new pay rates and benefits the District is offering is what is helping to staff all departments.

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

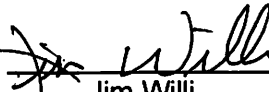
9. **Discuss and/or take action to approve the Employee Holidays for the 2024/2025 fiscal year.** Motion was made by Mr. Goheen and seconded to approve the Employee Holidays for the 2024/2025 fiscal year. The Board discussed April 8<sup>th</sup> when the solar eclipse is supposed to

bring in a huge amount of people in our area as part of the path line for the best view and discussed that several school systems had closed but for right now the District will still be open. The Board recommended that the District purchase glasses for all employees. Motion carried unanimously.

10. **Discuss and/or take action to approve a contract with Henderson County to conduct elections services for the District's November 2024 General elections and appoint the Henderson County Elections Administrator as the District's Elections Administrator.** Motion was made by Mr. Bratton and seconded to approve a contract with Henderson County to conduct elections services for the District's November 2024 General elections and appoint the Henderson County Elections Administrator as the District's Elections Administrator. Motion carried unanimously.
11. **Discuss and/or take action to approve a District Per Diem Policy for travel paid for by the District for Employees and Board members.** Motion was made by Mr. Willi and seconded to approve a District Per Diem Policy for travel paid for by the District for Employees and Board members. Motion carried unanimously.
12. **Committee Reports.**
  - a. **Operations Committee.** There was no report.
  - b. **Personnel Committee.** Mr. Bratton advised that the Personnel Committee reviewed the new per diem policy by email before it was presented to the Board today.
  - c. **Finance Committee.** There was no report.
13. **Review and discuss the February 2024 financial reports.** The Board reviewed the financial reports for February 2024. Mr. Blodgett confirmed that maintenance for the newest water tower in Tamarack is included in the budget line with the other towers. Mr. Blodgett advised that the budget line for keys and locks was very high due to the District having to rekey all locks and keys for the District's gates and lift stations as these have been the same keys and locks for many years. Chemical costs were high for the north wastewater plant and Mr. Blodgett advised that the District did purchase a lot of polymer because of the sewage received from the Brookshire WTP and increased flows to the wastewater treatment plant. The staff have been running the belt press 4 to 5 nights per week due to the increased flows. The Board and Mr. Blodgett discussed the possibility of adding another belt press in the future. Mr. Goheen advised that he had done some calculations on debt ratio by removing certain income types as well as their expenses and also reducing the amount of interests gained on accounts at the bank and that his calculations show a good debt ratio which should help with the future bond ratings.
14. **Discuss and/or take action to approve the payment of bills.** Motion was made by Mr. Bratton and seconded to approve the payment of bills. Motion carried unanimously.
15. **Convene into Executive Session to deliberate personnel matters as per section 551.074 of the Open Meetings.** The Board convened into executive session at 12:55pm.
  - a. **Deliberate the appointment of public Officers.** There were two candidates who turned in a completed application to request for consideration of appointment as a Board of Director Member. The two candidates were Terri Bradley and Shari Rogers. The Board reconvened out of the executive session at 1:26pm.
16. **Discuss and/or take action to fill, by appointment, the existing vacancy on the District Board of Directors.** Motion was made by Mr. Rea and seconded to appoint Terri Bradley to the existing vacancy on the District Board of Directors. Motion carried unanimously.
  - a. **Statement of Officer.** Ms. Bradley signed the Statement of Officer.
  - b. **Oath of Office.** Ms. Bradley took the Oath of Office in front of Notary Angie Crowsey.
17. **Discuss and/or take action to elect a new Board Treasurer and/or change other Officers for remainder of the 2024 term (November 2024).** Motion was made by Mr. Willi and

seconded to elect Bill Goheen as Treasurer and to elect Larry Bratton as the Vice-President leaving all other positions as they were. Motion carried unanimously.

18. **Discuss and/or take action to appoint a member to the Finance committee and/or change other committees for the remainder of the 2024 term (November 2024).** Motion was made by Mr. Bratton and seconded to have Mr. Goheen and Mr. Mullaney on the Finance Committee, Mr. Lomonaco and Mr. Rea on the Operations Committee, and Mr. Bratton and Ms. Bradley on the personnel Committee for the remainder of the 2024 term (November 2024). Motion carried unanimously.
19. Motion was made by Mr. Bratton and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1:32pm.

  
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Jim Willi  
Board President

04/17/2024  
Date