

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT  
MINUTES FOR WEDNESDAY JUNE 19, 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 June 19, 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 Larry Bratton, Treasurer Bill Goheen, Secretary Joe Lomonaco, Director Rob Rea, Director Pat Mullaney, and Director Terri Bradley. Other attendees in person were General Manager James Blodgett, Office Manager Angie Crowsey, Shriram Manivannan/KSA, and customer Darlene Cooper. Other attendees by telephone/video conference was 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 regular meeting on May 15, 2024.** Motion was made by Mr. Goheen and seconded to approve the minutes from the regular meeting on May 15, 2024. Motion carried unanimously.
7. **Public Comments.** Ms. Cooper asked the Board if they had considered her request from last month's meeting about repairing her culvert, but it was noted that there is a line item to discuss this item later in the Board meeting.
8. **Consent Agenda:** The Board requested that under the General Manager's Report items #b(ii), 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 #101210 NWWTP Catwalk
3) Task Order #101212 SWWTP Improvement	4) Task Order #101213 Brookshire GST
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(ii) Staff Changes.** The Board asked about the interview process and Mr. Blodgett advised that there were no interviews in May due to time restrictions but that several interviews had been held this month and one candidate was already hired. Mr. Blodgett also advised that the District was working on filling most if not all the open positions by the end of June.


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

9. **Discuss and/or take action to approve "Amendment #1" for the Task Order #101212 SWWTP Improvement in the amount of \$18,090 for a 2022 Bond project.** Motion was made by Mr. Goheen and seconded to approve "Amendment #1" for the Task Order #101212 SWWTP Improvement in the amount of \$18,090 for a 2022 Bond project. Motion carried unanimously.
10. **Discuss and/or take action to approve the successful bidder for the SWWTP Improvement project.** Motion was made by Mr. Rea and seconded to table this line item until next meeting. Motion carried unanimously.

11. **Discuss and/or take action on request for culvert replacement approved in 2016 that was suspended due to lack of approval of work request by customer.** Motion was made by Mr. Goheen and seconded to take action on request for culvert replacement approved in 2016 that was suspended due to lack of approval of work request by customer. Ms. Cooper addressed the Board about this issue. It was noted that the original project that started this request was in 2008-2009 and that Ms. Cooper had requested that one (1) of her two culverts be repaired back in 2016. The Board of Directors at the time approved repairing the alleged damaged culvert and the estimated cost of the repair at that time was \$512.40. Mr. Blodgett advised that they did a rough estimate of costs to repair at today's pricing and it is now around \$1,000.00. Ms. Cooper advised that she now wants two (2) culverts repaired. The Board reviewed the history, and it was noted that the repair could not be completed because the District was never able to schedule with Ms. Cooper to be home per her strict request to be present when work was done, and the District did not receive her signed agreement to allow the District to perform the approved repair. The Board and Ms. Cooper discussed her concerns and Mr. Blodgett advised that the updated cost he gave to the Board was only for the originally approval of one (1) culvert and it was noted that the District staff would have to go back and look at the other culvert to give the Board an updated costs per Ms. Cooper's new request. Motion was amended by Mr. Goheen and seconded to table this item until next meeting. Motion carried unanimously.
- Ms. Cooper left the meeting.**
12. **Discuss and/or take action to approve the purchase of fireproof file cabinets not to exceed \$5,000.00 for a 2020-2021 budgeted capital improvement expenditure to be paid out of the Operating Reserves account.** Motion was made by Mr. Bratton and seconded to approve the purchase of fireproof file cabinets not to exceed \$5,000.00 for a 2020-2021 budgeted capital improvement expenditure to be paid out of the Operating Reserves account. Ms. Crowsey explained that these file cabinets were used to hold records that the District is required to retain permanently. The Board asked that the District check with some of the local vendors who have fireproof safes to see if they had a resource to get the cabinets at a better rate. Motion carried unanimously.
13. **Discuss and/or take action to approve to pay Integrity Heating and Air to install propane heaters installed at all water and wastewater plants not to exceed \$30,000 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account.** Motion was made by Mr. Rea and seconded to approve to pay Integrity Heating and Air to install propane heaters installed at all water and wastewater plants not to exceed \$30,000 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account. Mr. Blodgett gave an overview of how the new heating system would work and how the return on investment in energy costs for the District should be noticeable within the first two years. Motion carried unanimously.
14. **Discuss and/or take action to approve to clean the grit from the equalization tank at the NWWTP not to exceed \$10,000.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account.** Motion was made by Mr. Goheen and seconded to clean the grit from the equalization tank at the NWWTP not to exceed \$10,000.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account. Mr. Blodgett explained the process and that it was recommended to have the grit cleaned every two to three years due to how much sediment builds up in the tank. Motion carried unanimously.
15. **Discuss and/or take action to approve to have the gates repaired and/or replaced at the water treatment plants and shop not to exceed \$20,000.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account.**

Motion was made by Mr. Mullaney and seconded to approve to have the gates repaired and/or replaced at the water treatment plants and shop not to exceed \$20,000.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account. Mr. Blodgett advised that these gates are close to ten years old and that both gates at the water plants are having issues and noted that one of them has to be manually opened. Motion carried unanimously.

16. **Discuss and/or take action to approve to purchase two (2) LMI chemical pumps and a chemical transfer pump not to exceed \$6,800.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account.** Motion was made by Mr. Lomonaco and seconded to approve to purchase two (2) LMI chemical pumps and a chemical transfer pump not to exceed \$6,800.00 for a 2024/2025 budgeted capital improvement expenditure to be paid out of the Operating Reserves account. Motion carried unanimously.
17. **Discuss and/or take action to accept the resignation of Board Secretary Joe Lomonaco.** Motion was made by Mr. Bratton and seconded to accept the resignation of Board Secretary Joe Lomonaco. Mr. Lomonaco gave a brief statement expressing his appreciation for the District's Board and management team and stated that he felt he was leaving while the District was in a good position. He complimented Mr. Goheen for his work when he was the General Manager for creating the asset management plan that helped the way the District budgets for replacing or repairing the District's assets and equipment at the end of their estimated life expectancy and not when it stops working. Mr. Lomonaco also complimented the Board and management for continuing to do what is best for the community by making the right choices at the right time. Motion carried unanimously.
18. **Committee Reports.**
  - a. **Operations Committee.** No report.
  - b. **Personnel Committee.** No report
  - c. **Finance Committee.** Mr. Goheen advised that the Finance Committee did meet to discuss the Hillsdale project which will be reviewed at a future meeting.
19. **Review and discuss the May 2024 financial reports.** The Board reviewed the financials. It was noted that the capital revenues were down from this time last year, but it was an unusually rainy month and water usage would be expected to be down. The chemical costs were up, and Mr. Blodgett explained that with the heavy rain events that have been happening the wastewater plant uses more chemicals due to more solids being pushed through the system. It was also noted that the water tower's annual maintenance was paid in this month's financials.
20. **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.
21. Motion was made by Mr. Bratton and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1:15pm.

  
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Jim Willi  
Board President

07/17/2024  
Date