

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT
MINUTES FOR WEDNESDAY APRIL 16, 2025, 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 April 16, 2025. The meeting convened at 12:30pm, President Jim Willi presiding.
2. Pledge of Allegiance.
3. Members present in person were, President Jim Willi, Secretary Terri Bradley, Director Pat Mullaney, and Director Ted Henley. Absent was Vice-President Larry Bratton, and Director Rob Rea. Other attendees in person were General Manager James Blodgett, and Office Manager Angie Crowsey, Shriram Manivannan/KSA Engineers, Bill Goheen, and Michael Divine.
4. A quorum was established.
5. Motion was made by Mr. Mullaney 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 March 19, 2025.** Motion was made by Ms. Bradley and seconded to approve the minutes from the workshop/regular meeting on March 19, 2025. Motion carried unanimously.
7. **Public Comments.**
8. **Consent Agenda:** The Board requested that item # b(iv) under the General Managers' report be removed for discussion.
 - a. KSA Engineer's Report
 - i. Task Order #24 General Services
 - ii. 2022 Bond Projects.
 1. Task Order #101210 NWWTP Catwalk
 2. Task Order #101212 SWWTP Improvement
 3. Task Order #101213 Brookshire GST.
 4. Task Order #101214 Lift Station Improv 57 & 59
 - iii. Task Order #103767 South WWTP Permit Renewal.
 - 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(iv) Project Status. The Board and Mr. Blodgett discussed a GIS mapping system for the District. Mr. Blodgett advised that the District has been looking into this and has reached out to the District's Engineers for a quote. Mr. Manivannan advised that their office is working on creating a presentation and getting a cost for this system and that he hoped to present it to a committee or the Board by next month.

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

9. **Discuss and/or take action to approve to purchase two trucks and one vacuum rig not to exceed the amount of \$285,800 for a budgeted 2025/2026 capital expenditure to be paid out of the Operating Reserves.** Motion was made by Mr. Mullaney and seconded to approve to purchase two trucks and one vacuum rig not to exceed the amount of \$285,800 for a budgeted 2025/2026 capital expenditure to be paid out of the Operating Reserves. Mr. Blodgett gave an overview of the fleet needs and noted that the District will be purchasing one (1) full size utility truck, one (1) $\frac{3}{4}$ ton or 1-ton utility truck, and one vacuum truck. Motion carried unanimously.
10. **Discuss and/or take action to approve to rehab the filters at the McKay WTP not to exceed the amount of \$320,000 for a budgeted 2025/2026 capital project to be paid out of**

the Operating Reserves. Motion was made by Mr. Mullaney and seconded to approve to rehab the filters at the McKay WTP not to exceed the amount of \$320,000 for a budgeted 2025/2026 capital project to be paid out of the Operating Reserves. Mr. Blodgett gave an overview of this project which will rehab six filters. Mr. Blodgett explained that the project will have the District taking down two filters at a time, pulling all the filter media, sand blasting and cleaning according to TCEQ specifications. Motion carried unanimously.

11. **Discuss and/or take action to approve the rental of a mobile belt press not to exceed the amount of \$18,000.00 for an unbudgeted 2025-2026 capital improvement expenditure to be paid out of the Operating Reserves account.** Motion was made by Mr. Mullaney and seconded to approve the rental of a mobile belt press not to exceed the amount of \$18,000.00 for an unbudgeted 2025-2026 capital improvement expenditure to be paid out of the Operating Reserves account. Mr. Blodgett advised that the District's belt press is having issues with burning up motors so until we can get it up and running the District has to rent one. Mr. Blodgett advised that this is a compliance issue and has to be done but are hoping that the District's belt press will be fixed in a few months. Motion carried unanimously.

12. **Committee Reports.**

- a. **Operations Committee.** No Report.
- b. **Personnel Committee.** No Report.
- c. **Finance Committee.** No Report.

13. **Review and discuss the March 2025 financial reports.** The Board reviewed the March 2025 financial reports. It was noted that this is the final financials for the 2024/2025 fiscal year.

14. **Discuss and/or take action to approve the payment of bills.** Motion was made by Ms. Bradley 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 12:53pm.

- a. **Deliberate the appointment of public Officers.** There was only one candidate who turned in a completed application to request for consideration of appointment as a Board of Director Member. The candidate was Michael Divine.

The Board reconvened out of the executive session at 1:07pm.

16. **Discuss and/or take action to fill, by appointment, the existing vacancy on the District Board of Directors.** Motion was made by Mr. Henley and seconded to appointment Michael Divine to the existing vacancy on the District Board of Directors. Motion carried unanimously.

- a. **Statement of Officer.** Mr. Divine signed the Statement of Officer.
- b. **Oath of Office.** Mr. Divine took the Oath of Office in front of Notary Taylor Newkirk.

17. **Discuss and/or take action to elect a new Board Treasurer and/or other change other Officers for remainder of the 2024-2026 term.** Motion was made by Ms. Bradley and seconded to elect Pat Mullaney as Treasurer for the remainder of the 2024-2026 term and leave all other officers the same. Motion carried unanimously. Officers for the Board of Directors are President Jim Willi, Vice-President Larry Bratton, and Secretary Terri Bradley, Treasurer Pat Mullaney.

18. **Discuss and/or take action to appoint a member to the Finance committee and/or change other committees for the remainder of the 2024-2026 term.** Motion was made by Mr. Henley and seconded to appoint Michael Divine to the Finance Committee with Pat Mullaney and all other committees to remain the same. Motion carried unanimously. The Personnel Committee is Larry Bratton and Terri Bradley, the Operations Committee is Rob Rea and Ted Henley and the Finance Committee is Pat Mullaney and Michael Divine.

19. **Discuss and/or take action to update the bank signature cards that require Board signatures by removing former board member Bill Goheen, adding Secretary Terri Bradley to all accounts, and adding new Board member to the Operating Reserve**

account. Motion was made by Mr. Henley and seconded to update the bank signature cards that require Board signatures by removing former board member Bill Goheen, adding Secretary Terri Bradley to all accounts, and adding new Board member Michael Divine to the Operating Reserve account. Motion carried unanimously.

20. Motion was made by Ms. Bradley and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1:16pm.



Jim Willi
Board President

05/21/2025
Date