

## **Minutes of Meeting – Regular Meeting of Directors**

### **Parker Water Supply Corporation**

**July 15, 2021**

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On the 15<sup>th</sup> day of July 2021, the Board of Directors of Parker Water Supply Corporation ("Corporation") held a Regular Meeting at the office of the Corporation at 7001 C.R. 1200; Cleburne, Texas with the following Directors present:

Brent Harris, Vice President  
Janice Linville  
Sherry Reeves, Office Manager

Jack Repenning  
Stan McVey, Secretary/Treasurer

Absent: Harry Shaffer, President

Guest in attendance: Engineer, Eddie Aguilar and Tim & Nancy Barton

Brent Harris, Vice President called the Regular meeting to order at 7:00PM. A quorum was present.

#### **Consent Agenda**

Board Member Jack Repenning made a motion, seconded by Brent Harris to accept the June 17, 2021 Minutes and the June Treasury Report. Brent Harris, Janice Linville, Stan McVey and Jack Repenning voted with all ayes. Motion passed.

#### **Regular Agenda**

Item 1 Dealt with upsizing the 4" water line along County Road 1107A from the intersection with County Road 1107B to Hull Road. Eddie Aguilar of Jacob Martin spoke regarding the upsize needed for the 3" line on Hull Road. The line down sizes to a 3" and is already at capacity. He recommends PWSC upsize the line. Due to COVID and the Freeze the cost for pipe & supplies are a lot higher than they were, making the amount of this upgrade for 3000 linear feet would be estimated at \$75,000.00. At this time the price for pipe is around \$8.00 per foot. We would need to go out for competitive bid. This could take about 2 months. Between designs, meetings & contractors, etc. Parker WSC could decide to only allow 1 meter with the understanding that it will depend on the possibility of the line upsizing and that PWSC would be in violation unless the ACR comes back saying it is okay to add the 1 meter while working on the plans to upsize the line. Aguilar will also see if there is a different way the line could be run maybe down 1205 to loop the line, so it would help others along the route. There was discussion about other Wholesale providers in the area or possibly consider drilling another well. We have surface water from production. Eddie said he would check to see what the pressure valves were the last time they were checked. Motion was made by Board Member Jack Repenning, second by Stan McVey to approve the allowing the Barton's 1 meter while PWSC goes out to bid for work in progress to upsize the 3" line to Hull Road and the Barton's will be the last ones in that area to get a meter until upgrades are done. Brent Harris, Stan McVey, Janice Linville and Jack Repenning all voted ayes. Motion passed.

Item 2 Dealt with giving Engineer the authority to discuss wholesale water contract with Johnson County Special Utility District. Discussion was to rehab the current wells or get water from Files Valley, however Files Valley does not know at this point when PWSC's contract expires in 2033 how much water they might be able to supply as they are uncertain if Aquilla will renew their contract. There will need to be a feasibility by JCSUD to see how much they will be able to supply to PWSC. The application is the first step in seeing if PWSC is interested. Concern was talked about on the longevity in receiving water from JCSUD, where would be the best place to tie in and other questions that will need to be addressed at some point. Motion was made by Board Member McVey, second by Jack Repenning to authorize Eddie Aguilar to discuss wholesale water contract with JCSUD. Brent Harris, Stand McVey, Janice Linville and Jack Repenning all voted ayes. Motion passed.

Item 3 Dealt with the Office Manager's Report. In June we had a total of \$ 3842.40 Credit card customers in house and PWSC paid \$263.18 in fees. We had online system \$ 16980.27 (17,345.16) customers pay online. CareFlite customers for June was 426 Also I wanted to let you know we have 236 people signed up for alerts on the website. PWSC has 2 CD's at Pinnacle Bank that matured July 08, 2021 with an interest rate of 0.50% and rolled over at a rate of 0.1%. we have another CD at Pinnacle Bank that will mature July 20 and it has a rate of .50 as well. We received our first invoice from Brad for installing meters after hours (21 @ \$40 each) this is on the line item for contract labor. Also, Dwayne had not billed us since April, so he turned his in. This included his help with line locates, setting new meters, unlocking meters and leak repairs. As of the time I am doing this report in July, looks like one of the 1" meters were swapped out on Brad's invoice and a total of 56 meters have been swapped out since we added him as contract labor for this job.

We have had both trucks in the shop. One was due to the air conditioner not cooling, and John's worked on it. It had a leak. The cost as you can see from the Detail sheet was \$ 337.00. Larry told me Brad had to put the other truck in the shop as it needed new brakes. The cost was \$411.54. So that put us a little behind on meter reads but they got them finished and bills were mailed out on the 28th. I spoke with Larry about the flushing of the water lines needs to be done. I also found some maps that were in James's old office file cabinets that had the lines marked so I gave that to Larry so maybe it will help him find them easier. I believe Larry is still helping work on the meter testing. He also rode with Brad some to see how and where the meters are at. Larry said he has replaced the screens on the vents that were part of the well inspections and he will be placing the "Confined Space" place cards on the wells. Harry told me to call US Underwater to come take care of the Anode covers that are on top of Plane 3. Something to think about in the future is they did say sometime in the near future we may want to consider recoating the plant. My computer that was affected by the lightning storm that hit Plant 1 has now been replaced. The new computer came in and we are/have gotten my programs transferred to the new one. I spoke with our key coordinator at United Cooperative, and I have included for the Board the emergency information incases for some reason you would be the one that needs to get UCS to help. Reid Carroll, Account Coordinator: office # 817-782-8361, cell 682-309-8220, email: [reidc@ucs.net](mailto:reidc@ucs.net). His supervisor Jeff Pannell: office # 817-782-8326, cell 817-202-7255, email: [jeffp@usc.net](mailto:jeffp@usc.net). I gave them the number here at the office since it is on call forward after 5, and I gave them Harry's number. I reached out to someone that has been here and talked to James and myself several months ago regarding Grants to see if he had any news of grants, we could possibly check on and told him the Board might would like to have a workshop at some point so they could make a sound decision if they wanted to do any grants. However, I do believe that our Engineer Eddie



does grants as well. I also asked how much it would cost to update our maps as the outside employees say they are outdated. I know there are roads that are not shown on the maps and there are several new connections since these were done in 2016. The cost would be \$2500 or less. This would require our staff to mark up the maps and then Jacob Martin would go in and make the changes in the digital map and then send us new maps. Brad was given a calibration several months ago, however he had never used it, so Larry brought him in the office and gave him a lesson on how to use it. Since he is not a Class C licensed person, he should only be using it on occasion. James Smith from TRWA was here last week and he asked if we had a full time Class C operator as they are the only ones that are to be doing the well checks, and samples and they are to be done daily. Larry gave me his 2 week notice on July 8<sup>th</sup> to be effective July 22 after visiting with Harry and Brent he decided to give it another 60 days. My understanding is he thought the daily worklog was too much along with all the other paperwork required for Class C Operator and Brent and Harry advised to hold off on the daily worklog for now, so Larry said he would give us another 60 days in hopes we find someone. Also, Harry called me and said Waymon told him he was not going to be able to help with the mowing. Harry asked me to check with Prairielands to see what the requirements are for drilling a well. I asked for both a customer prospective and a public water well. I have included the email in your packets. I thought it would be good information to have. Plant 3 went down on June 24 around 2:30. I had a call of low water pressure and Brad was just coming by to leave so I asked him if he knew of anything and he said no but he would go check the plant. In a few minutes he called and said he called Dwayne to come help him and that I needed to call Sam the electrician. Dwayne babysat the wells while waiting on electrician as Brad wanted to get some meters installed. The next morning, I called Jurgenson Pumps to come install/work on the motor or what ever needed worked on to get the well up. Jurgeson Pump said the pump motor that was pulled will cost as much to re wound as a new one cost, and if we purchase one and it sits for a year before we ever have to use it, then there would not be a warranty. Also needed the clay valve checked and found out it was in need of work. Water pressure kept dropping, Dwayne went to check plant 4 and found that it was dry. I called Files Valley only to find out that they had a 4" line break that feeds off a 10" and that it would be about 3 hours. I asked if they don't contact us when this happens and was told they probably put it on the Facebook page. This seems very unacceptable to me and since Tommy is our contact there maybe he needs to be made aware that we should be contacted in times like this. Due to Plant #3 and 4 having low water pressure, Jack asked me to get some information/quotes on some alert system for the wells. We have heard of SCADA however it is on the higher price point. I called Wallace Electric and they will be setting up a time to come check the plants to give us a quote on an auto dialer system that can let us know when the wells are getting low, if we can set this system up for cellular. I have also, made copies of some TARIFF documents that need updating and those are just for information when we get to the TARIFF. (termination & liquidation (this is the way the attorney wrote it up when he was here), deferred payment agreement, and Multiple connections to a single tap disconnection letter). Also, Brad and Larry have asked about in our locking meters, if a customer gets locked and they have not paid by the time they) Brad & Larry) go home at 2:30, can we tell the customer that it will be turned on the first thing the next morning (since they come in at 6:00am) or we will charge them the \$25 they get for being locked out plus the after-hours charge? I told them I would see what the Board would like to do. That way they are not having to stop what they are doing to come back to work to change out the vehicle to go unlock the meter or else I would have to call Dwayne and pay him extra to



unlock meters after hours. We are still running ads for new employees including, The Times Review, Online and print, Monster.com, TML and I continue to reach out to the Trainers at the different training Institutes for Groundwater Licensing. Motion made by Stan McVey and Janice Linville Second the motion to accept the Office Manager's Report as presented. Motion was made by Jack Repenning, second by Stan McVey to authorize Office Manager Reeves to hire Macy Ozuna as Office Clerk. Brent Harris, Jack Repenning, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Item 4 Dealt with virtual scanner for Pinnacle Bank for deposits. Motion made by Janice Linville and seconded by Jack Repenning to purchase the Multi-Item Scanner at \$580 + SH and tax and a \$60.00 a month service charge for the remote deposits of checks for Parker WSC. Once scanned the checks will remain on file for 60 then shredded. Janice Linville, Jack Repenning, Stan McVey and Brent Harris voted with all ayes. Motion passed.

Item 5 Dealt with paying off the CoBank Loan. The Board discussed getting a financial Adviser to see what we should do regarding if we should pay off the CoBank loan while the interest rates are at a low. Director Jack Repenning has someone that will look over the contract. Item died for a lack of motion.

Item 6 Dealt with monitoring devise for the wells. All estimates were not received so the item will be moved to the next agenda on August 19<sup>th</sup>.

Item 7 Closed Session under provisions of Texas Government Code Section 551.074 (Personnel Matters). Board entered into Executive Session at 9:25 pm and returned to regular Session at 10:14 pm.

Item 8 Dealt with recommendation resulting from Executive Session. Motion made by Brent Harris and second by Jack Repenning to give the full time employees a \$1.00 raise at this time. Brent Harris, Jack Repenning, Stan McVey voted ayes and Janice Linville voted nay. Motion passed.

Item 9 Dealt with the daily worklog. The item was Tabled at this time.

Item 10 Dealt with the updates to the Tariff. The Board decided to continue at the next meeting due to the lateness of the meeting. No action taken.

Item 11 Dealt with removing Marilyn Duncan (retired) and Don Rice (deceased) from the Members Credit Union Savings Account and add Harry Shaffer, Board President: Secretary/Treasurer, Stan McVey: Vice President, Brent Harris: Director Janice Linville: and Office Manager Sherry Reeves to the Members Savings Account. Motion was made by Brent Harris second by Stan McVey to remove Marilyn Duncan (retired) and Don Rice (deceased) and add Harry Shaffer, Board President: Secretary/Treasurer, Stan McVey: Vice President, Brent Harris: Director Janice Linville: and Office Manager Sherry Reeves to the Members Savings Account. Brent Harris, Stan McVey, Janice Linville, and Jack Repenning all voted ayes. Motion passed.

Item 12 Dealt with removing Marilyn Duncan (retired) and Don Rice (deceased) from the Grandview Bank CD account and add Harry Shaffer, Board President: Secretary/Treasurer, Stan McVey: Vice President, Brent Harris: Director Janice Linville: and Office Manager Sherry Reeves to the Grandview Bank Account. Motion was made by Brent Harris second by Stan McVey to remove Marilyn Duncan (retired) and Don Rice (deceased) and add Harry Shaffer, Board President: Secretary/Treasurer, Stan

McVey: Vice President, Brent Harris: Director Janice Linville: and Office Manager Sherry Reeves to the Grandview Bank Account. Brent Harris, Stan McVey, Janice Linville, and Jack Repenning all voted ayes. Motion passed.

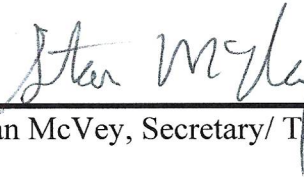
Item 13 dealt with request to be placed on the agenda for the next Board meeting. Annual meeting will be August 19 15, 2021 at 7PM. No action needed.

Item 14 There being no further business to consider, Board Member Jack Repenning made a motion, seconded by Janice Linville to adjourn at 10:23 P.M. Motion passed: All Ayes.



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Brent Harris, Vice President



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Stan McVey, Secretary/ Treasurer