

Minutes of Meeting
Board of Directors
Parker Water Supply Corporation

October 17, 2019

On the 17th day of October 2019, the Board of Directors of Parker Water Supply Corporation ("Corporation") met at the office of the Corporation at 7001 C.R. 1200; Cleburne, Texas.

The meeting was called to order at 7:03p.m. with a roll call taken by Harry Shaffer. A quorum was determined to exist with the following Directors present:

Harry Shaffer, Brent Harris and Don Rice.

Also present were James Lyles, and Marilyn Duncan. Other individuals in attendance Mr. Bradley Jackson, Mr. Jack Repenning, and Ricky Dowdy.

Consent Agenda

After a brief discussion, Don Rice made a motion and Brent Harris seconded motion to accept the September 19, 2019 Minutes as presented with a notation the Board may want to revisit CareFlite at a later date. The motion passed.

The Directors had a brief discussion of the Treasures Report and Income Statement for September 2019. A motion to approve the Treasurer's Report and the Income Statement as presented was made by Don Rice and seconded by Brent Harris. The motion passed.

The Directors considered the September 2019, Overtime Report. Brent Harris made motion and Don Rice seconded motion to approve the Overtime report as presented. The motion passed.

The Board then heard the Office Manager Report given by Marilyn Duncan. Marilyn reported receipt of a refund check from United Corporation for \$2,420.08, Brad Hammond has been registered for TRUA class for CSI license in Granbury for \$385.00 from November 5-7, 2019, the monthly fee paid to CareFlite in September was \$620.00, in September 326 customers paid with credit cards in the amount of \$31,647.24. Files Valley over billed us for 200 million gallons water and made a credit for \$10,570.56. There was 2 new members and 1 voided member in September. There was no Action required on the Office Manager report.

Regular Agenda

Item 1 dealt with passing on feasibility study cost to customer. After discussion, Board member Rice will check on if the cost of feasibility study can be passed on to the customer with TRWA. Motion to Table was made by Don Rice and seconded by Brent Harris.

Item 2 dealt with request from Don Martindale regarding recent problem from waterline break. Brent Harris made a motion and Don Rice seconded to Table Mr. Martindale's waterline problem. Motion passed.

Item 3 dealt with cutoff/on fees for non-payment for Linden Smith. Brent Harris made a motion to wave the \$25.00 cutoff fee this time for Mr. Smith, but in the future, he will have to pay the cutoff fee of \$25.00 and Don Rice seconded.

Item 4 dealt with request from Bradley Jackson regarding a high-water bill. Brent Harris made a motion to make an adjustment to Mr. Jackson's water bill to pay it out. No second was made. Don Rice made a motion to allow Mr. Jackson pay what his average monthly bill was for any given 12 months, other than the leak, pay it and turn his meter back on. No second was made. Brent Harris made a motion, seconded by Don Rice to have Mr. Jackson pay \$245.00 and unlock meter and give credit for remainder of bill. Motion passed.

Item 5 dealt with information update on the request for Robert Martin to provide water for 23 meters on 10 acre lots located along County Road 302 East of the intersection with State Hwy 171. Brent Harris made a motion, seconded by Don Rice to open a checking account for the Martin Project as well as purchase the pumps for the project. Motion passed.

Item 6 dealt with ratifying the minutes from September 5, 2019 to show removal of David Kercheval and Joe Bratcher and add Harry Shaffer and Don Rice and Marilyn Duncan as signer to the financial accounts including BBVA, Compass Bank. Brent Harris made a motion and Don Rice seconded motion. Motion passed.

Item 7 dealt with potential new Board members. Brent Harris made a motion, seconded by Don Rice to add Jack Repenning as Board Member. Motion passed. Don Rice made a motion, seconded by Brent Harris to add Ricky Dowdy as Board Member.

Item 8 dealt with ordering the 2020 calendars. Brent Harris made a motion, seconded by Jack Repenning to order calendars for 2020. Motion passed.

Item 9 dealt with health insurance for employees for 2020. President Shaffer explained that the 2020 rates are not out that yet. No action at this time.

Item 10 dealt with reconciliation of employee and sick time for employees. Motion was made by Jack Repenning, seconded by Ricky Dowdy to have Brad Hammond supervisor discuss the options with Brad regarding time off. Motion passed.

Item 11 dealt with reclassification of paid sick time and vacation time to PTO (paid Time Off). Jack Repenning made a motion and Brent Harris seconded to allow employees to reclassify to use vacation or sick time if they go over there sick days. Motion passed.

Item 12 dealt with the 2020 Budget. No action required.

Item 13 dealt with discussion about QuickBooks software. Motion to Table was made by Jack Repenning, seconded by Brent Harris. Motion passed.

Item 14 on agenda was an update by James Lyles related to operations. James gave an update to the Board regarding water usage. No action was required on this information.

Item 15 dealt with Departmental Reports. No action required.

Item 16 dealt with the 2018 sample TRWA Tariff. No action required.

Item 17 Board went into Closed Session under provision of Texas Government Code Section 551.074 (Personnel Matters) at 9:45 p.m.

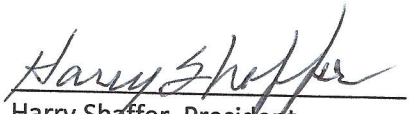
Board resumed Regular Meeting at 10:15 p.m.

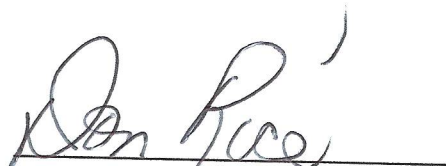
Item 18 dealt with Personnel Matters. Brent Harris made and Jack Repenning seconded motion to ratify James Lyles, as General Manager for Parker Water Supply Corporation. Motion passed.

Item 19 dealt with items to be placed on the next agenda.

Item 20 was announcement of next regularly scheduled meeting on Thursday, November 21, 2019.

There being no further business, meeting was adjourned at 10.30PM. Motion made by Brent Harris, seconded by Don Rice.


Harry Shaffer, President


Don Rice, Secretary/Treasurer