

Lake Palo Pinto Area Water Supply Corporation

<http://www.lakepalopintoareawsc.com/>

Date: June 9, 2020 Monthly Board Meeting

Place: LPP VFD Station
7830 FM2692

1. Call to order: 5:04 PM Karen Koonsman
2. Prayer: Laura Jones
3. Roll Call: Karen Koonsman, Laura Jones, Paul Coventry, Bruce Rogers

Quorum Established

Directors Absent: Rick Best, Harry Romine

4. Guests Present: Rueann Mowles, Bret Chetham, John Voller
5. Approval of minutes from May 12, 2020 regular meeting.
Correction: we did not use Zip Recruiter to find applicants.

Motion to accept: Laura Jones Second: Bruce Coventry Minutes accepted

6. Financial Report for May given by Chase Lerma

Current Assets

Checking /Savings

Special 10 year Reserve Acct. 32,443.30

TWBD Loan #2 Spec. Res. Acct. 69,643.32

Ten Year Reserve Accts.

 10 year Reserve 22,103.02

 CD #1 10 yr Reserve 61,068.00

Total 10 yr. Reserve Accts. 83,171.02

Contingency & Equipment 93,324.94

LPPA Checking Acct. 95,482.98

Capital Improvement Accounts

FNB of Gordon

Total Capital Improvement Accts 123,566.75

Total Checking and Savings 497,632.31

Total Current Assets 497,632.31

Liabilities & Equity 0.00

Discussion of the expenditures for the previous month were discussed and questions answered.

Motion to accept the Financial Report Motion Made: Laura Jones Seconded: Bruce Rogers
Motion Carried

7. Managers' Report given by Plant Manager , Chase Lerma

Lake Palo Pinto Area WSC report of 5/31/2020

Water pumped this month	3,531,000	Gallons
WATER Sold this Month	3,095,870	Gallons
Water used for Fire and Flushing Line	384,900	Gallons
Water Loss	50.230	Gallons
Water Loss (%)	1.42%	
Total number of accounts	660	
Average Usage for Active Meters	4,719	Gallons
Average water charge for Active meters	\$94.76	
Total current charges	\$63,132.76	
Total Receivables	\$42,379.49	

Work Order Log—May 2020

1 Meter changeout, 0 final reading, 8 replace register, 1 complaint addressed, 3 line locate , 1 broken curb stop, 1 replace meter box , 1 replace customer cut off, 1 new meter , 3 transfer.

- A. Developers Circle M's 90 days is up and the board would like to hear from them by the next meeting.
- B. New Members: Fisher
- C. Transfer of membership: Ramirez to Quisenberry, Heck to Jones, Steinheiser to Bynoe
- D. Disconnected Service
- E. Restore service

Motion to accept Managers report made by Bruce Rogers Second by Paul Coventry
Motion carried

8. Agenda Items Discussed

- A. John Voller gave us an update on the status filter status and there was a discussion of water chlorine scale issues. John and Chase have discussed the need for new monitoring equipment to replace equipment that is becoming obsolete.

- B. Updated system analysis of line capacity & prioritize potential line upgrades.
 BJ Pritchard made a presentation showing the problem areas of the system. The State of Texas guidelines for line sizing were explained and maps of the system were compared. There were 3 requests for maters which were denied due to existing water mains being already over capacity. The Board realizes that line replacement in the future will be required. Further study will be required to decide where repairs will begin.
- C. Tariff Review Section. This item was tabled because all members were not informed.
- D. Personnel Committee report by Laura Jones
1. Laura presented Reuann Mowles who has applied for the Office Assistant position. Mrs. Mowles spoke to the board. We were all impressed with Mrs. Mowles qualifications and references and after a short private discussion voted to unanimously accept her application for employment.
 2. Chase Lerma presented a 6 month review for James Storms. The board was happy to unanimously approve of Chase's recommendation.
 3. The personnel policy will be reviewed by the personnel committee for desired content and then turned over to Fancher Legal for a legal review.
 Motion to approve item 3 made by Laura Second by Paul Motion passed
- E. Bank Signers & Information Only Letter---K Koonsman
 New signature forms will be submitted for Gordon Bank and Spirit Texas Bank. Check signers will be K. Koonsman, B. Rogers, L. Jones and H. Romine. Chase Lerma, James Storms and Rueann Mowles will be authorized to receive information only on these accounts.
 Motion to accept signers by Laura Jones Second by Bruce Coventry Motion carried
- F. Committee Appointments – K Koonsman
 Finance Committee-H. Romine, Chair, Paul Coventry, Laura Jones, Chase Lerma and Rueann Mowles. Personnel- Laura Jones, chair, Bruce Rogers and Paul Coventry. Grievance Committee/ Credential Committee -Harry Romine, chair, Rick Best, Karen Koonsman and Laura Jones. Drought Committee- Paul Coventry, chair, Harry Romine, Karen Koonsman, Bruce Rogers and Chase Lerma. Plant Committee- Karen Koonsman, Rick Best, Bruce Rogers and Chase Lerma.
- G. Boucher, Morgan, Young CPA- Letter of engagement was accepted
- H. AIA---Letter of Engagement
 Bret Chetham gave us a presentation and written proposal for next year's insurance needs. The Property, Equipment, Auto, Workers Compensation and Management Liability were discussed.
 Motion to accept the proposal made by Bruce Second by Paul the motion carried.
9. Items included in next month's agenda - Update system repairs, upgrades and issues, Tariff Review and Personnel Policy

Motion to Adjourn made by Karen Seconded by Bruce Motion carried