

PRITCHETT WATER SUPPLY CORPORATION
3670 STATE HWY 155 SOUTH
GILMER, TX 75645
903-734-5438

MONTHLY BUSINESS MEETING
BOARD OF DIRECTORS

Minutes

DATE: Tuesday, December 17, 2024
TIME: 6:00 p.m.
LOCATION: Pritchett Water Supply Corporation
3679 State Hwy 155 S
Gilmer, TX 75645

Directors Present: Brian Drennan, George Stevenson, Lisa Sneed, Josh Marrs, Ken Reagan,
Sherri Heckendorn & Kevin Honeycutt
Danny Weems & Russell Washburn were absent

I. Call to Order

Mr. Marrs called the meeting to order & opened in prayer.

II. Acknowledgement of Members and Guests

III. Citizen's Comments

Mr. Wilson spoke of a request he had submitted & had not received a response. He also commented that the directors should make their contact info public for the members. And, if he didn't have a response to his request by the next morning, he would be reporting to agencies with higher authority.

Ms. Heckendorn asked Mr. Wilson what he was asking for of which he responded, "pipe size & location of water mains".

IV. Approval of Minutes

Mr. Reagan moved to approve the minutes of Nov. 19, 2024, Mr. Honeycutt seconded & the motion carried.

V. Committee Reports

The Budget Committee met, however, the budget will be addressed in New Business further into the agenda.

VI. Budget and Financial Statements

Ms. Heckendorn asked Mr. Reagan if he had signed & reviewed all the checks & was everything accurate...he replied that he had.

VII. Manager's Reports

A. FYI-Miscellaneous Reports not Requiring Board Approval.....

Mr. Meador mentioned that the 10,000 gal. pressure tank & the generator had been installed at Plant 1B.

Waiting on samples, & a start-up date for the generator has not been set as we had been waiting on URECC.

An automatic transfer switch will be installed later.

Enforcement Letter....we had received another enforcement letter of which we did not pull a sample, nor issue a boil water notice on a particular leak & TCEQ also discovered the line is undersized. The board has already

approved a line upgrade for this issue. We have updated the SOP(standard operating procedures), have taken BacT samples & responded to all 3 issues. The penalty/fine for this case was \$1,551.00.

Mr. Stevenson moved to approve the bills paid, Mr. Drennan seconded & the motion carried with Ms. Heckendorn abstaining.

Ms. Heckendorn had heard something about vandalism of faucets, but Pritchett WSC was not aware.

VIII. Old Business

We had received quotes previously that was rather costly of purchasing an audio/visual recording system. Mr. Stevenson moved to allow \$2,000.00 to proceed forward & get it done, Ms. Sneed seconded & the motion carried.

Due to color issues throughout the distribution off Well #17, we emptied & found an iron jelly in the bottom of the tank, therefore, we had someone come in & clean the tank. Currently it's still offline. Shawn with C. Miller explained that we have 3 screen zones, & for taste reasons, they came in a killed the bottom 2 zones. He recommended to clean out both bottom zones, back flush the gravel & allow all 3 zones to mix. The water table has also significantly dropped at least 100'. We've bypassed from Plant 22 & some of our members have complained with increased pressure. After question & comments of keeping the well, plugging the well, drilling a new well, Mr. Stevenson moved to involve the engineer, get their input, cost effectiveness & time, Mr. Reagan seconded & the motion carried.

IX. New Business

Brett Cheatham, Broker with AIA Insurance reviewed the packet of the renewal. He explained that our carrier is an "admitted carrier" that provides coverage Nationwide to Rural Water & Wastewater entities. Mr. Cheatham hit the highlights of the policy, along with the worker's comp. He also presented a new cyber policy for Water & Wastewater with more coverage, but a lower premium. The renewal would be Oct. 1, so to begin the cyber policy it would be pro-rated & then renewed on 10/1/25. Mr. Reagan moved to approve the insurance renewal, Mr. Stevenson seconded & the motion carried.

The Credentials Committee consisting of Ken Reagan, Josh Marrs & Emily Roberts, met prior to the regular meeting & their recommendation was to follow the TRWA Sample Election Procedures. The board had copies of these sample procedures and the section of the voter roster stated that the roster would be available for inspection during the election time period in the office, with the Election Auditor and at the Annual Meeting. Mr. Honeycutt moved to follow the TRWA Sample Election Procedures with inspection only, Mr. Drennan seconded & the motion carried with Ms. Heckendorn opposing.

Mr. Reagan presented the budget for discussion as he wanted to try & finalize with the Committee & possibly have a special meeting. We're looking at some major capital projects in the future & are rates going to be updated to cover future projects? The budget will be presented at later time for approval.

X. Next Board of Directors Meeting

Mr. Reagan set the next meeting for, Tuesday, January 21, 2025, 6:00 p.m. at Pritchett WSC.

XI. Adjourn

Mr. Stevenson moved to adjourn, Mr. Honeycutt seconded & the motion carried at 7:40 p.m.

***Minutes taken by: Cindy McMillan
Approved, January 21, 2025***