MONTGOMERY COUNTY FRESH WATER SUPPLY DISTRICT #6

MINUTES OF THE MEETING JANUARY 24, 2021

The Board of Directors convened in a regular scheduled session open to the public at 6:00 PM at its regular meeting place within the district 12081 Lakeview Manor Dr. Montgomery County, Texas pursuant to public notice posted in compliance with the applicable provisions of the Texas Government CH 551 where roll was called to order at 6:00pm

 Charles Small President

 James Maxwell Secretary

 Marwan Jarrah Director

Carl Wartemann Director

Ricky Stuksa Director

Directors Small, Maxwell, Jarrah, Wartemann and Stuksa were all present. Also present was Kevin Kaliszewski, Operator and Tara Snoe, Bookkeeper.

1. **PUBLIC COMMENT** - Nothing
2. **APPROVE THE MINUTES OF THE PREVIOUS MEETING:**  August 30, 2020

 Director Maxwell made the motion to accept the minutes with Director Wartemann second. Motion Carried.

1. **OPERATORS REPORT**

Kevin gave update of all sample testing within normal limits, shared dates of line flushing, several leak repairs as well as an air compressor burn out, and High Pressure tank probe malfunction repairs. Currently issue with the generator transfer switch with ground storage tanks and appointment for repair this week. Operator turning in Education and supply Reimbursement receipts.

1. **DISTRICT UPDATES:**

**AUDIT STATUS** - Audit Firm McCall, Gibson, Swedlund, Barfoot PLLC will mail out hard copies out pending approval of the draft of the 2020 audit report which was presented to the BOD. The District is in Good standing and audit report was discussed and presented in detail.

To save the District money, like last year, McCall not physically present but submitted all documents and audit copies including highlights of interest and was available by phone during the meeting and can resume visits if the BOD sees fit at any time. Motion made to accept 2020 audit report by Director Stuksa, Director Wartemann second. Unanimous Vote, Motion carried by all.

**FINANCIALS**- Quarterly Report of all financial records distributed to the BOD for review to include all transactions from last meeting to date as well as all account balances, including CD maturity (6/2021), interest earned and renewal.

**PIFA** Financial seminar was attended by Rick Stuksa back in Oct, He will be reimbursed as done in the past for the attendee. ($150) A motion was made to reimburse Rick for his time and attendance by Director Jarrah, Director Maxwell second. All in Favor. Motion Carried.

**WATERLINE PROJECT UPDATE**- Due to a high volume of applications the District has been informed the TWDB in unable to invite us to start step 2 of the financial application process at this time. We have been encouraged to resubmit application for the 2022FY for financial assistance. The Deadline is March 2021. With submittal, would be ~500$ Fee for the process discussed with Sarah, updated the BOD members will all communications with Sarah from Bleyl Engineering and TWDB. With this, we would hope to be accepted and invited to move forward with the next step, formal invite to proceed sometime this fall. A Motion was made, by Director Stuksa to accept the information and allow Bleyl Engineering to resubmit the PIF of behalf of the District prior to the March Deadline, Motion second by Director Jarrah. All in Favor. Motion carried unanimously.

* **COLLECTIONS** - 2 outstanding accounts discussed regarding residents who have moved out and attempts to collect unpaid accounts.
* **H/H Utility & Tachus Updates**- Discussions regarding efforts with legal counsel, Mitchell & Zeintek. All correspondence copies provided to the BOD Members. Still awaiting info regarding potential settlement with TACHUS and we were informed the contracted company H/H Utility has yet to acknowledge the lawsuit. Will keep the District up to date as the case unfolds. Discussed all monies to date in regard to this issue.
1. **ELECTIONS 2021**

No business this cycle.

1. **CONTRACT EMPLOYEES**

Updated contracts signed and presented to the BOD for renewal approval and evaluation. Contracts x3 were reviewed and 2 approved for 3% monthly increase.

Lead Operator- Kevin, Increase of ($77) to $2618.00/Monthly Samples on own as prior.

Asst. Operator- Josh, No Change $1112.00/ Month

Bookkeeper/Mgr. – Tara, Increase of ($58) to $1964.00/ Month

All evaluations effective immediately. Motion Made by Director Mark Jarrah, Second by Director Rick Stuksa. All in favor, Motion carried by all.

1. **ANYTHING ELSE THAT MAY COME BEFORE THE BOARD**

**MEETING AJOURNED** @ 7:11 PM Motion to close meeting by Director Jarrah, Director Small, Second. Motion Carried.

**MEETING MINUTES PASSED AND APPROVED**

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