

Kempner Water Supply Corporation

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Subject: Minutes of the Board of Director's Meeting on June 24, 2020 are in summary only and, not a transcript of the recorded meeting.

Attendees: Board - Richard (Ric) Dominowski, Glen Posey, George McClintock, Roger O'Dwyer, Wende Hammond, Kenneth Sinker, Mack Carroll. Keith Turner joined by phone.
Tom Kyzar not in attendance.
Guests - Jason Jones, Jones-Heroy & Associates and Owen Dewitt.
Staff - Delores Coberley, Stacy Ellis, Michael Lentz and Susan Isenburg.

- 1. Called to Order and Establish Quorum – 6:00 pm Quorum Present**
- 2. Pledge of Allegiance and Honor to the Texas Flag**
- 3. Open Session -** Owen DeWitt informed the Board, he has been going over the Bylaws of the Corporation and noticed, a standing Finance Committee is not notated in the Bylaws and recommended one be added.

Attached, please find communication with Mr. DeWitt regarding financials addressed in the Bylaws.

Note: *The communication was not part of this meeting and is not part of these meeting minutes.*

“NEW BUSINESS”

- 4. Discussion and possible action to approve for the new Stone Oaks Tank.**

Jason Jones recommended the Board award the Bid for the new Stone Oaks Tank to Caldwell Tank in the amount of \$1,632,600.00. Keith Turner asked how often change orders take place and if the contractor was bonded and insured? He also asked with performance and payment bonds, in the event of default, will the insurance pay? Jason informed him that they are bonded and insured and verification will be made upon awarding the contract. Glen Posey made the motion to authorize Jason Jones award the Bid for the new Stone Oaks Tank to Caldwell Tank in the amount of \$1,632,600.00 and authorize Delores Coberley, General Manager, to execute the construction contract upon receipt of all necessary documents along with the rating for the insurance bond. Kenneth Sinker seconded the motion. 8 in favor, 0 opposed, 0 abstained.

- 5. Discussion and possible action to approve the May 27, 2020 Monthly Board of Director's Meeting Minutes.**

Wende Hammond made the motion to approve the May 27, 2020 Monthly Board of Director's Meeting Minutes. Roger O'Dwyer seconded the motion. 8 in favor, 0 opposed, and 0 abstained.

6. Discussion and possible action to approve the May 2020 Financial Statements.

Roger O'Dwyer made the motion to approve the May 2020 Financial Statements.
Wende Hammond seconded the motion. 8 in favor, 0 opposed, 0 abstained.

7. Discussion and possible action to approve Georgetown Tank on CR 4034 Wheeling Assignment between KWSC and the City of Lampasas.

Ric Dominowski made the motion to "Table" until the review has been received from the lawyers.
Kenneth Sinker seconded the motion. 8 in favor, 0 opposed, 0 abstained.

8. Discussion and possible action to approve use of Joint Use Facilities Funds between KWSC and the City of Lampasas for CTWSC O&M charges dated May 31, 2019.

Glen Posey made the motion to approve the use of Joint Use Facilities Funds in the amount of \$47,208.57 for the payment to CTWSC for O&M charges dated May 2019. Roger O'Dwyer seconded the motion. 8 in favor, 0 opposed, 0 abstained.

9. Instruction regarding General Manager's appraisal Process Packet.

Ric Dominowski informed the Board appraisal forms will be emailed to them to use for the General Manager's Evaluation which need to be completed and returned to him by July 10, 2020.
Roger O'Dwyer seconded the motion. 8 in favor, 0 opposed, 0 abstained.

10. Discussion and possible action to approve Committee Meeting Minutes:

a) Tariff Committee - June 3, 2020

Glen Posey made the motion to approve the Tariff Committee recommended changes with the exception of Page 39 to remove Master Meter and RPZ. Kenneth Sinker seconded the motion. 8 in favor, 0 opposed, 0 abstained.

b) Policy Committee - June 3, 2020

Keith Turner made the motion to approve the recommended changes to the Board Policy, Conflict of Interest Policy, Red Flag Policy and the LEP Policy, and to seek council on KWSC's responsibility if a gun is used by an employee. Kenneth Sinker seconded the motion. 8 in favor, 0 opposed, 0 abstained.

c) Policy Committee - June 17, 2020

~~Glen Posey reviewed the Bylaws with the Board and stated, no recommended changes at this time. He also informed the Board, change implementation would be a 2 year process. Ric Dominowski informed the Board, the recommendation made by the Committee regarding the GM Evaluation being removed from the policy as an "Annual" requirement because, the GM's performance is under constant evaluation. Keith Turner stated that everyone has a yearly evaluation because of the need to know how one is doing, whether good, bad or indifferent, that's the only way to grow. Glen stated the GM Evaluation can be done at any time and should not dictate, it must be done once per year at a certain time.~~

~~George McClintock made the motion to accept the changes regarding the GM Evaluation. Wende Hammond seconded the motion. 7 in favor, Keith Turner opposed, 0 abstained.~~

Refer back to policy committee for clarification to be made within minutes to reflect motion made by BOD.

“OLD BUSINESS”

- a) **WTP Intake Structure** - Jurgensen will repair pump and return to KWSC. The pump will then be placed in storage for back up.
- b) **CTWSC** - CTWSC filed an appeal on June 10, 2020
- c) **Transfer of CCN** - Clayton Ranch, Bellpass and Dolph Moten have been sent.
Note: Bellpass and Dolph Moten are associated with our final Escrow agreement. Should receive from PUC by the end of June.
- d) **CR 3600 Line Loop Project** - Engineers are in the process of preparing the 95% Construction plans. All easements have been received and filed.
- e) **CR 3420 Pump Station Project** - Received signed easement from landowner, awaiting Engineering plans.
- f) **CR 3420 Exception for Inline Booster Pump** - Project complete. TCEQ accepted final documents pertaining to calibration and testing of pumps.
- g) **FM 1113 Waterline Loop** - All easements have been received, awaiting final Engineering plans.
- h) **Stone Oaks Elevated Storage Tank** - Bid process will begin on June 3rd, Bid opening on June 19th and Bid award on June 24th, 2020.
- i) **USDA Loan through CoBank** - Engineering and Environmental Reports were submitted to USDA, pending approval.
- j) **City of Georgetown CCN Transfer on FM 2484** - Georgetown accepted request for transfer. PUCT and agreement pending.

11. Manager’s Report:

Delores Coberley gave Michael Lentz praise for taking care of all TCEQ Reports which are required annually. She informed the Board, 2 employees tested positive for Covid 19 and 5 employees are currently awaiting results.

12. President’s comments:

Ric Dominowski informed the Board employees are taking temperatures daily and advised the Director’s should too before entry in the building. He stated Becky McDonald sent a Thank You note for the gift card which was presented to her for her role as Election Auditor.

13. Board of Director’s Announcements:

Keith Turner- Nothing
Roger O’Dwyer - Nothing

Kenneth Sinker - Nothing
Wende Hammond - Nothing
George McClintock - Nothing
Glen Posey - Nothing
Mack Carroll - Good meeting

14. Adjourn

Roger O'Dwyer made the motion to adjourn at 7:47 pm. Kenneth Sinker seconded the motion.
8 in favor, 0 opposed, 0 abstained.

George McClintock, Secretary/Treasurer