

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF  
DIRECTORS MEETING, HELD TUESDAY, JUNE 11, 2024, 7:00 P.M., AT 10700  
CRESTVIEW DRIVE, JONESTOWN, TX 78645**

Board Members: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors Dani Harris, Tim Hawkins, Richard Law, Lee Morris, John Riddle, Dave Stewart
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**1. Call to order.**

President Keith Stewart called the meeting to order at 7:05 p.m.

**a) Roll Call.**

Board members present: President Keith Stewart, Vice President Bruce Covill, Secretary Brian Caller, Directors Dani Harris, Tim Hawkins, and John Riddle.

Board members absent: Richard Law, Dave Stewart.

Staff present: John Tichi.

**b) Set Date of Next Regular Meeting – July 9, 2024.**

President Keith Stewart noted the next meeting is July 9<sup>th</sup>.

**2. Public Comment.**

There were no public comments.

**3. Approve Minutes.**

**a) Regular Meeting minutes of May 14, 2024.**

Manager Tichi informed the directors that the audio recording of the May meeting failed, so the minutes will be recreated at this time from directors' notes and recollections. The agenda was reviewed, and Manager Tichi created a handwritten copy of the minutes. Director Harris moved to approve the minutes of the May 14<sup>th</sup> meeting as written. Director Hawkins seconded the motion. The motion passed unanimously.

**4. Financial Matters.**

**a) Secretary's Treasurer Report.**

Secretary Caller noted \$2.2 million income through May, about \$112,000 over budget. Net income of \$150,000 is about \$50,000 over budget. There was little change to the month-to-month balances. Manager Tichi mentioned a one-page consolidated bank balance sheet is available, which directors preferred.

**b) Approve Bills, Invoices and Other Payables.**

Directors asked about a valve expense and a maintenance charge, which Manager Tichi explained. Director Hawkins moved to approve the bills, seconded by Secretary Caller. The motion passed with 6 ayes and one abstention from Vice President Covill.

**5. President's Report Concerning Corporate Affairs.**

President Keith Stewart mentioned China's ability to launch cyber attacks on water systems and questioned whether Jonestown's system is vulnerable to attack. Manager Tichi looked into this, found some concerns, and talked with SCADA person Pat Callahan, who will provide suggestions to harden the system. Tichi noted if the computer system was compromised, the physical system would still be operable.

**6. Staff Report Concerning Operations and Management.**

**a) General Manager.**

Manager Tichi talked about options that will be presented for the drought contingency plan to be presented later.

**7. Committee Reports.**

**a) Construction Committee.**

Structural plans are being polished up, survey and prep work are moving forward.

**b) Credentials Committee.**

No report was given.

**c) Personnel Manual Committee.**

No report was given.

**8. Old Business.**

None.

**9. New Business.**

**a) Discuss 2024-2025 Budget items.**

**1. Health Insurance including HRA contributions**

Manager Tichi reported insurance costs will be less than last year. Copays remain covered by HRA's.

**2. Liability Insurance**

Liability Insurance will stay about the same.

**3. Engagement of Neffendorf & Knoff to perform 2023-2024 audit.**

(Item not discussed)

**EXECUTIVE SESSION: The Board may go into Executive Session pursuant to Chapter 551.074 of the Texas Government Code, regarding discussion of (1) personnel matters i.e Salary changes to be voted on in section c) of this document regarding: John Tichi, Karissa Kornegay, Jacki Oleskey, Tony Simons, Jesse Cortinas, Brandon Garcia, Dustin Pledger, Christian Hill, Brian Keller, Jr, and Mike Crate (p/t).**

At 8:03 p.m. President Keith Stewart announced the board would go into executive session pursuant to Chapter 551.074 of the Texas Government Code to discuss personnel items listed above.

At 8:05 p.m. President Stewart reconvened into regular session to take action as indicated below.

**b) Discuss/Approve 2024-2025 Salary Changes:**

**1. John Tichi**

**5. Jesse Cortinas (p/t)**

**9. Brian Keller, Jr**

**2. Karissa Kornegay (p/t)**

**6. Brandon Garcia**

**10. Mike Crate (p/t)**

**3. Jacki Oleskey**

**7. Dustin Pledger**

**4. Tony Simons**

**8. Christian Hill**

Director Harris made a motion to approve a five percent raise for John Tichi, and a five percent raise for all other employees with the exception of the individuals in blue (Cortinas and Kornegay) on the proposed 2024-2025 salaries list. Vice President Covill seconded the motion. The motion passed unanimously.

**c) Approve 2024-2025 Budget including Salaries, Health & Liability Insurance and HRA Contributions.**

Directors discussed some specific items in the proposed budget, including new water meters and the mini excavator. Secretary Caller made a motion to approve the 2024-2025 budget as presented with the adjustment to match the approved salary plan, the health and liability insurance and HRA contributions, and the capital purchase of the mini excavator. Vice President Covill seconded the motion. The motion passed unanimously.

**d) Discuss/Approve Update to Drought Contingency Plan (LCRA Contract)- RESOLUTION**

Manager Tichi explained the plan needs to be updated because the raw water contract is being amended. There were some mandated changes incorporated. An optional change is the addition of "Section 6.0 Permanent Water Use Restrictions," which directors discussed and favored. Manager Tichi read Resolution 24-1106-03 in its entirety. Director Hawkins moved to approve the resolution as read. Secretary Caller seconded the motion. The motion passed unanimously.

**e) Discuss/Approve Update to Water Conservation Plan - RESOLUTION**

Tichi explained that the plan has only the LCRA-mandated changes included. He read the resolution in its entirety. Director Harris moved to approve the resolution as read. Secretary Caller seconded the motion. The motion passed unanimously. An additional resolution attached to all tariff changes was read by Manager Tichi. Director Hawkins moved to approve the resolution as read, seconded by Director Morris. The motion passed unanimously.

**10. Adjournment.**

Director Riddle moved to adjourn, seconded by Director Harris. The motion passed unanimously. President Keith Stewart adjourned the meeting at 8:30 p.m.

Minutes recorded in type by Rachel Austin.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON \_\_\_\_\_, 2024.**



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Keith Stewart, President

ATTEST:

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Brian Caller, Secretary