

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF
DIRECTORS MEETING, HELD TUESDAY, JULY 11, 2023, 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 Amy Fitzgerald, Dani Harris, Tim Hawkins, John Riddle, Dave Stewart, Lee Morris
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1. Call to order.

Vice President Bruce Covill called the meeting to order at 7:00 p.m.

a) Roll Call

Board members present: Vice President Bruce Covill, Directors Dave Stewart, John Riddle, Dani Harris, Lee Morris, and Tim Hawkins; Director Fitzgerald entered the meeting at 7:06 p.m.

Board members absent: President Keith Stewart, Secretary/Treasurer Brian Caller.

Staff present: John Tichi.

b) Set Date of Next Regular Meeting – August 8, 2023.

Vice President Covill noted the next meeting will be held August 8th.

2. Public Comment.

There were no public comments.

3. Approve Minutes.

a) Regular Meeting minutes of June 13, 2023.

Director Dave Stewart moved to approve the minutes. Director Riddle seconded the motion. The motion passed unanimously.

4. Financial Matters.

a) Secretary's Treasurer Report.

No report was given.

[Note that Director Fitzgerald entered the meeting at this point.]

b) Approve Bills, Invoices and Other Payables.

Directors asked for clarification on several items. Manager Tichi will check with staff for information on Director Riddle's question regarding payroll taxes. Director Dave Stewart moved to pay the bills, seconded by Director Hawkins. The motion passed unanimously.

5. President's Report Concerning Corporate Affairs.

No report was given.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Manager Tichi reported the construction office slab has been poured and the framing should go up next week and then siding will be put on; interiors could possibly be completed by the end of July. Regarding the treatment plant site, Manager Tichi has a meeting tomorrow to

develop a recommendation for the committee on the dirt work. The structural bid packet is 99% complete. Electrical is 99% and the yard piping manual should be complete by the next meeting. LCRA will not be requiring BMP's (Best Management Practices) for permanent water quality; it will be handled by spreaders and vegetative filter strips. There is no new information regarding the exception request with TCEQ. The Corporation has contacted LCRA and will be working on submittal of a new raw water contract to include the new diversion point and increased maximum quantity.

7. Committee Reports.

a) Construction Committee.

No report was given.

b) Credentials Committee.

No report was given.

c) Personnel Manual Committee.

Director Harris reported the committee is working on combining some of the individual policies with the personnel manual so that employees won't need to sign so many different forms.

8. Old Business.

None.

9. New Business.

a) Discuss /Approve Tariff Change – Section G. Rates & Service Fees – to include After-hours Callout rate (RESOLUTION).

Manager Tichi explained the proposed change to the tariff. Directors discussed possible edits to clarify the proposed Item 29 and amended the wording as follows, read out loud by Manager Tichi: "After Hours Call-out Fee. If a JWSC employee is summoned to address a service call beyond regular working hours, and if the reason for the call falls under the customer's obligation to handle (such as an issue on the customer's side of the meter or customer-caused damage to JWSC infrastructure) the JWSC will enforce an After-Hours Call-out Fee. This fee amounts to \$100 for the initial two (2) hours, along with any additional costs incurred beyond the minimum charge of two (2) hours. These costs may include but are not restricted to employee time and related expenses." Director Dave Stewart made a motion to approve the Tariff Change – Section G. Rates & Service Fees (as read), to include After Hours Call-out rate resolution. Director Riddle seconded the motion. The motion passed unanimously.

b) Discuss/Approve Rate Adjustment for Drought Contingency Measures.

Manager Tichi presented a draft for review. Directors discussed threshold amounts and suggested changes to the draft language. Director Hawkins made a motion to amend the Drought Contingency Plan to renumber and add "1. Total Monthly Consumption" with the language, "Members will be limited to a maximum monthly quantity not to exceed 50,000 gallons for standard residential meters. Maximum will be adjusted proportionately for larger meters. Amounts used over 50,000 gallons or adjusted maximum will be billed at twice the current standard gallonage rate." Director Harris seconded the motion. The motion passed unanimously.

10. Adjournment.

Director Fitzgerald moved to adjourn, seconded by Director Riddle. The motion passed unanimously. Vice President Covill adjourned the meeting at 8:04 p.m.

Minutes recorded in type by Rachel Austin.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON _____,
2023.**



Keith Stewart, President

ATTEST:

Brian Caller, Secretary