

MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF DIRECTORS MEETING, HELD TUESDAY, SEPTEMBER 12, 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.

President Keith Stewart called the meeting to order at 7:00 p.m.

a) Roll Call

Board members present: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors John Riddle, Tim Hawkins, and Lee Morris.

Board members absent: Directors Dani Harris, Dave Stewart, and Amy Fitzgerald.

Staff present: John Tichi.

b) Set Date of Next Regular Meeting – October 10, 2023.

President Keith Stewart mentioned the next meeting will be October 10th.

2. Public Comment.

There were no public comments.

3. Approve Minutes.

a) Regular Meeting minutes of August 8, 2023.

Director Riddle moved to approve the minutes as presented. Secretary Caller seconded the motion. The motion passed unanimously.

4. Financial Matters.

a) Secretary's Treasurer Report.

Secretary Caller noted August water sales were up, with Manager Tichi noting it was the highest sales month the corporation has ever had. Caller reported nothing else out of the ordinary on the financials. There was some discussion of the excessive usage fee and how it may have contributed to the sales.

b) Approve Bills, Invoices and Other Payables.

Directors discussed engineering billing and a payment to Smith Pump. Vice President Covill moved to pay the bills, seconded by Director Hawkins. The motion passed unanimously.

5. President's Report Concerning Corporate Affairs.

President Keith Stewart discussed whether the mandatory water restrictions are being observed by customers.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Manager Tichi emphasized that (regarding water restrictions) the number one priority is to keep the system load balanced, resting pumps, and keeping tanks full, which he feels has been accomplished. As in last month's meeting, Tichi displayed a schematic overview of the current water system for the board and there was discussion of how the system functions. Manager Tichi addressed increasing water loss figures over past months, noting it was found that water

is not disappearing or going unbilled; necessary calibrations had not been performed on the totalizer when changes were made to the connected meter, so the system was incorrectly showing an increasing water loss. The system is now calibrated, and a notation was added to the operations manual to ensure that when changes are made to the meter that the totalizer must also be recalibrated. Manager Tichi reported the recent TCEQ inspection went very well with no violations. Lastly, three 24KW generators will be purchased at \$9,000 each for North Rim, White Rim, and Lower North Rim. Regarding the plant, approvals from LCRA and TCEQ are good; dirt work is not on site yet; two new employees have been hired, with another hire still needed to reach full staffing.

7. Committee Reports.

a) Construction Committee.

No report was given.

b) Credentials Committee.

No report was given.

c) Personnel Manual Committee.

No report was given.

8. Old Business.

None.

9. New Business.

None.

10. Adjournment.

Director Riddle moved to adjourn, seconded by Secretary Caller. The motion passed unanimously. President Keith Stewart adjourned the meeting at 8:11 p.m.

Minutes recorded in type by Rachel Austin.

PASSED AND APPROVED AT THE REGULAR MEETING HELD ON OCTOBER 10, 2023.



Keith Stewart, President

ATTEST:

Brian Caller, Secretary