

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF
DIRECTORS MEETING, HELD TUESDAY, APRIL 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, Don Swayne
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1. Call to order.

President Keith Stewart called the meeting to order at 7:11 p.m.

a) Roll Call

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

Board members absent: Director Don Swayne.

Staff present: John Tichi.

b) Set Date of Next Regular Meeting – May 9, 2023.

President Keith Stewart noted the regular meeting will be May 9th.

2. Public Comment.

There were no public comments.

3. Approve Minutes.

a) Regular Meeting minutes of March 7, 2023.

Director Harris moved to approve the minutes from March 7th. Director Fitzgerald seconded the motion. The motion passed with six yes votes and two abstentions from Directors Caller and Dave Stewart.

4. Financial Matters.

a) Secretary's Treasurer Report.

Secretary Caller noted year-to-date sales are in line with the budget; Cost of Goods Sold is over budget due to purchase of the water meters, which need to be capitalized. He noted net income year-to-date shows \$200,000 below budget, mentioning phone expenses, timing of accounting fees, and maintenance costs as major expenses. Cash assets have decreased due to construction expenditures but remain above three million dollars.

b) Approve Bills, Invoices and Other Payables.

Director Fitzgerald moved to pay the bills, seconded by Secretary Caller. The motion passed unanimously.

5. President's Report Concerning Corporate Affairs.

President Keith Stewart just mentioned he received a phone call from someone offering to buy Jonestown Water Supply; he indicated no interest.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Manager Tichi mentioned he has sent out the current usage and loss report to directors. The meter replacement is almost complete, with 500 new meters installed. Concerning water plant construction, sealed engineer drawings for site grading should be available by next Friday so dirt work can begin. Sealed structural plans are done and a packet should be ready tomorrow to put out to three or four contractors, soliciting prices for structural work. TCEQ is still working through the process to approve the exception requested. Grading for the construction building will begin in the next week or two and Tichi hopes to get the slab poured before the May meeting. Regarding previous discussions about backup generators, Manager Tichi noted it would be less than \$5,000 each to put small generators at the small pumping sites; this information will be provided to the budget committee to consider for the capital budget.

b) Dani Harris – Report of TRWA WaterCon 2023.

Director Harris attended the WaterCon, where she met John DeLuca of CoBank. She also met JWSC’s representative from NextBillPay, who encouraged moving to paperless billing. Director Harris also attended a session reviewing board and manager rules and responsibilities.

7. Committee Reports.

a) Construction Committee.

b) Credentials Committee.

c) Personnel Manual Committee.

There were no committee reports given.

8. Old Business.

None.

9. New Business.

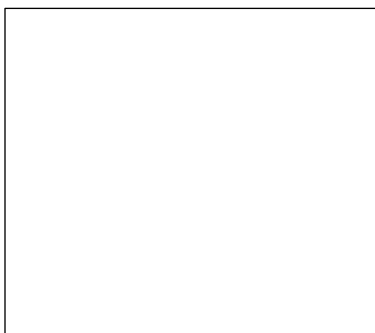
None.

10. Adjournment.

Director Dave Stewart moved to adjourn, seconded by Director Hawkins. The motion passed unanimously. President Keith Stewart adjourned the meeting at 7:42 p.m.

Minutes recorded in type by Rachel Austin.

PASSED AND APPROVED AT THE REGULAR MEETING HELD ON MAY 9, 2023.



Keith Stewart, President

ATTEST:

Brian Caller, Secretary