

JONESTOWN WATER SUPPLY CORPORATION  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, APRIL 13, 2021, 7:00 P.M., VIA VIDEOCONFERENCE

1. Call to order.

President Newcombe called the meeting to order at 7:03 p.m.

Board members present: Gregg Newcombe, Bruce Covill, Liane Popham, Don Swayne, Amy Fitzgerald, Nadia Wills, and Dave Stewart.

Board members absent: Tim Hawkins, John Riddle.

Staff present: John Tichi.

Members present: Mike Hilsabeck, Keith Stewart.

Others present: None.

1.A. Set Date of Next Regular Meeting – May 11, 2021

President Newcombe reminded everyone the annual meeting will be Monday, April 19, at 7:30 p.m. and the next regular meeting will be Tuesday, May 11, at 7:00 p.m.

2. Members and/or Public Comment.

Member Mike Hilsabeck expressed his desire to serve on the board again. It was noted that Keith Stewart was attempting to join the meeting but had not been able to connect.

President Newcombe changed the order of the agenda to allow presentation of the audit at this time.

4. Financial Matters.

a. FY 2019-20 Audit Presentation by Keith Neffendorf, of Neffendorf & Blocker, P.C.

Keith Neffendorf and Haley Blocker were present and reviewed the audit with the directors, noting the audit was clean with no findings. A letter of recommendations was included with the audit. After the presentation, Mr. Neffendorf answered questions from directors.

As Keith Stewart was now present and wished to speak, President Newcombe recognized him at this time. Mr. Stewart introduced himself as a candidate for the open board positions.

3. Approve Minutes

a. Regular Meeting minutes of March 9, 2021.

Director Swayne moved to approve the minutes as presented. Director Stewart seconded the motion. The motion passed unanimously.

4. Financial Matters.

b. Secretary's Treasurer Report.

No report was given.

c. Approve Bills, Invoices and Other Payables.

Director Popham moved to approve the payables. Director Fitzgerald seconded the motion. The motion passed unanimously.

d. Discuss/Approve Budget Amendment(s).

1) John Tichi performance bonus & associated expenses

No action was taken.

5. President's Report Concerning Corporate Affairs.

President Newcombe noted the raw water line discussion will be tabled until all committee members are present. He spoke about the election to be held on April 19<sup>th</sup> and reviewed procedures and details with the directors. He asked directors to give thought to whether to resume in-person meetings or continue to use videoconferencing methods.

6. Staff Report Concerning Operations and Management.

a. General Manager.

Manager Tichi reported on the South Jonestown Hills water line project has been tested and services are being transferred to the new line. TCEQ approved the alternative capacity request; this capacity should be sufficient until the Destination Way plant is completed. The property for the Destination Way treatment plant has been deeded and the title is expected to be received shortly. Manager Tichi encouraged directors to promote use of the corporation's new website, emphasizing the site's news and alert capabilities. Manager Tichi took questions from the directors regarding timeline for construction of the plant and raw water lines, noting cost estimates should be available for the May meeting and some action on beginning construction of the line to be taken in June.

b. Office Manager.

No report was given.

7. Committee Reports

a. Large Project Committee

b. By-Laws & Policies Committee

c. Raw Water Line Project Committee

d. Credentials Committee

No committee reports were given.

8. Old Business.

a. Discuss/Approve Interlocal Cooperation Policy.

No action was taken.

9. New Business

a. Discuss/Approve Extending COVID-19 Resolution for Employees and Members.

Director Wills moved to extend the COVID-19 Resolution for another 90 days, seconded by Director Swayne. The motion passed unanimously.

b. Discuss/Approve Investigating WW billing agreement with the City of Jonestown

Manager Tichi briefly spoke of the proposed billing agreement and answered questions from directors. Directors discussed their ideas and concerns regarding entering into such an agreement. Director Stewart moved to authorize Manager Tichi to research, prepare and bring an agreement to the board for their consideration, seconded by Director Covill. The motion passed with six ayes and one nay from Director Fitzgerald.

10. Adjournment.

A motion to adjourn was made by Director Popham and seconded by Director Fitzgerald. The motion passed unanimously. President Newcombe adjourned the meeting at 8:31 p.m.

Minutes recorded in type by Rachel Austin.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON June 15, 2021.**



---

Gregg Newcombe, President

ATTEST:

---

Amy Fitzgerald, Secretary

