

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING
TUESDAY, MAY 11, 2021, 7:00 PM, held at Jonestown Water Supply Corporation,
10700 Crestview Drive, Jonestown, Texas 78645**

1. CALL TO ORDER.

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

Board members present onsite: Gregg Newcombe, Bruce Covill, John Riddle, Amy Fitzgerald, Keith Stewart, Dave Stewart, and Tim Hawkins; present via videoconference: Dani Harris, Don Swayne.

Board members absent: none.

Staff present: John Tichi

Members present: none.

1.A SET DATE OF NEXT REGULAR MEETING – JUNE 8, 2021

President Newcombe announce the next regular meeting will be June 8, 2021, at 7:00 p.m.

2. MEMBERS AND/OR PUBLIC COMMENT.

There were no public comments.

2.A PRESENTATION BY DENNIS LOZANO OF MALONE WHEELER REGARDING NEW CAPACITY PROJECTS.

Manager Tichi introduced engineer Dennis Lozano, who has worked with the corporation for some time with his previous firm. Mr. Lozano's presentation covered the three phases of the overall plan for the Destination Way project, construction of the raw water intake, raw water transmission line, and water treatment plant, providing cost comparisons for contracting out the work as opposed to doing some with JWSC acting as general contractor and/or using JWSC crew for some work. He also addressed the timeline for design, bidding, and construction of projects, and discussed some alternative design features.

Following the presentation by Mr. Lozano, the board proceeded into discussion of the project.

9. NEW BUSINESS

b) Discuss/Approve Proceeding with Destination Way Raw Water Line Project

After extended discussion, Director Fitzgerald made a motion that the board move forward with construction of the Destination Way Raw Water Line Project, in-house, based on the budget presented of \$553,000, with the formation of a project committee of three board members, Tim Hawkins serving as chair, Dave Stewart and Keith Stewart. Director Hawkins seconded the motion. After discussion, Director Fitzgerald amended the motion to include a \$25,000 bonus for Manager Tichi for completion of the project. Director Keith Stewart seconded the motion. The motion failed with three yes votes (K. Stewart, Fitzgerald, Newcombe), three no votes (Covill, Riddle, D. Stewart) and three abstentions (Harris, Hawkins, Swayne).

Following discussion, Director Harris made a motion to move forward with construction of the Destination Way Raw Water Line Project, in-house, based on Manager Tichi's estimate.

Director Swayne seconded the motion. In additional discussion, Director D. Stewart pointed out there is a shortage of resin, PVC pipe and HDPE pipe which will likely affect market prices in the estimate. Upon vote, the motion passed unanimously.

Director Harris moved to form a project committee with Tim Hawkins as chair, Dave Stewart and Keith Stewart as members with Manager Tichi, to oversee the Raw Water Line Project construction. Director Fitzgerald offered a friendly amendment to make this a standing committee with members being reappointed at each annual meeting; amendment was accepted by Director Harris. Director Hawkins seconded the motion. The motion passed unanimously.

Noting the late hour, President Newcombe suggested addressing payables. Manager Tichi requested the board first address the closure of the previous raw water line project. President Newcombe then opened discussion on that item.

9.a) Discuss/Approve Closure of Raw Water Line Project

The Raw Water Line Project Committee reported the engineer approved the project and verified it was complete and met specifications. The project was completed within the budget. President Newcombe made a motion that, based on the Committee's decision that the project was done within guidelines and within the Board's allowable financial limits, John Tichi be paid a \$70,000 bonus on the raw water line project that was recently completed. Director Riddle seconded the motion. The motion passed with eight yes votes and one abstention from Director D. Stewart.

President Newcombe then proceeded to consideration of the payables.

4. FINANCIAL MATTERS

b) Approve Bills, Invoices and Other Payables.

After brief questions and clarifications, Director Covill moved to pay the bills, seconded by Director Harris. The motion passed unanimously.

Returning to New Business, the Board addressed the following:

9.d) Discuss/Approve Director Attendance Policy

Directors briefly discussed some possible amendments to the policy regarding missed meetings and continued usage of videoconferencing. Manager Tichi and President Newcombe will draft a document of amendment options and bring for the Board's consideration in June. No action was taken.

There was no consideration of, or actions taken on, any of the remaining agenda items:

3. APPROVE MINUTES

a) Regular Meeting minutes of April 13, 2021.

b) Special Meeting minutes of April 19, 2021.

4. FINANCIAL MATTERS.

a) Secretary's Treasurer Report.

- b)
- c) **Discuss/Approve Budget Amendment(s).**

5. PRESIDENT'S REPORT CONCERNING CORPORATE AFFAIRS.

6. STAFF REPORT CONCERNING OPERATIONS AND MANAGEMENT.

- a) **General Manager.**
- b) **Office Manager.**

7. COMMITTEE REPORTS

- a) **Large Project Committee**
- b) **By-Laws & Policies Committee**
- c) **Raw Water Line Project Committee**
- d) **Credentials Committee**

8. OLD BUSINESS.

9. NEW BUSINESS

- c) **Discuss/Approve Procedures for Conducting In-house Projects**
- e) **Appoint Deputy Secretary and Assistant (Employee)**
- f) **Appoint President's Designee**

10. Adjournment.

Director Fitzgerald moved to adjourn, seconded by Director K. Stewart. The motion passed unanimously. President Newcombe adjourned the meeting at 10:11 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