

# Possum Kingdom Water Supply Corporation

1170 Willow Road  
Graford, Texas 76449

Possum Kingdom Lake  
940-779-3100 TDD 800-735-2989

## Board of Directors Regular Meeting 10:00 A.M. Wednesday, July 19, 2023

### MINUTES

#### 1. Call to order, roll call and establish quorum

The meeting was called to order at 10:00 AM and a quorum was established with eight (8) board members present and one (1) board member absent.

Randy Burdick was absent from meeting.

#### 2. Welcome and recognize visitors and guests

No Visitors

#### 3. Consent Schedule

- a. Approval of minutes from June regular meeting
- b. Approval of Treasurer's report and payment of bills for June

Motion to approve June meeting minutes and June financials by Monty Jasper, second by Dale Bankhead. Motion passed 8-0.

#### 4. Discussion and Potential Approval of Purchasing New Micro-Filtration Computers

Tom Labbe, General Manager, presented the information regarding the Micro-Filtration computers for both MFA and MFB.

The quote from Pall Water is \$79,469.45 for the upgrade to both Micro-Filter Control Computers. In June 2023, MFB control computer completely shut down and would no longer startup. MFA control computer is out of date and the software is no longer supported. Both systems were running Windows 7 which expired in 2020 and no longer supported by Microsoft.

Motion to approve the purchase of new micro-filtration computers from Pall Water as described and on the attached proposal in the amount of \$79,469.45 by Mike Patton, second by Jay Naylor. Motion passed 8-0.

#### 5. Discussion and Potential Approval of Purchasing Spare Raw Water Pump

Tom Labbe, General Manager, presented the information regarding purchasing a spare raw water pump same as current raw water pumps.

In the event that a raw water pump goes off-line or needs to be returned to the supplier for re-work or overhaul, this would allow PKWSC to have the ability to continue to operate three raw water pumps continuously and not overwork and rely on less than optimal. The lead time is 4-6 weeks and the cost is \$44,689.00.

Motion to purchase a spare raw water pump in the amount of \$44,689.00 as described and shown on the attached quote by Mile Patton. Second by Rosendo Ferrer. Dale Bankhead opposed. Motion passed 7-1.

**6. Discussion and Potential Approval of Contract Amendment for Club Vista (Maverick Ranch)**

Sue Cathey, President of Board of Directors, presented the contract amendment for Club Vista (Maverick Ranch) in the amount of \$3,339,354.65.

Motion to approve the amendment as written and presented with a payment of \$3,339,354.65 in full by July 31, 2023 made by Stacy Urban. Second provided by Mike Patton. Motion passed 8-0.

**7. Discussion and Information for Water Treatment Plant Upgrade Costs**

Tom Labbe, General Manager, presented the current spend regarding the Water Treatment Plant Upgrade.

**Purcell:**

Original Contract Amount: \$3,089,703

Change Order 1: \$176,504 (\$276,504 – \$100,000 owners' allowance)

\*SBS Roofing, Decking and Truss Cleaning/Coating, Header Valve Replacement and Low-Pressure Pump HP Increase

Change Order 2: (\$164,954)

\*Remove Infinite Solutions from contract

Change Order 3: \$22,600

\*CIP Power Supply, Raw Water PS Conduit Replacement, VFD Cables and Isolation Contactors

Total Spent Amount: \$3,123,853

**Infinite Solutions (Tommy):**

Originally Included in Purcell Original Contract Amount

Change Order #2 Removed it from Purcell: \$164,954

Total Spent as of 6/30/23: \$113,854

Total Remaining: \$51,100\*

\*This would be work he has already completed and has not billed us for.

**eHT:**

Current Spend: \$106,754\*

\*There will be additional costs related to the Step 2 testing with TCEQ along with wrapping up final documentation and reports.

**Total spend on project: \$3,344,461.00.**

## 8. Discussion and Information from Board Committees

Executive Committee: No Update

Budget Committee: No Update

HR Committee: No Update

## 9. Discussion and review of the Manager's Report

Tom Labbe presented the Manager's Report and discussed activities:

- Working with Price Surveying to update preliminary surveys from discussion with BRA.
- Out brief from TRWA Technical Conference and breakout sessions attended.
  - Legislature Update (presented by TRWA)
  - Lead and Copper Rule (presented by 120 Water)
  - Asset Management (presented by TRWA)
  - Staffing for the Future (presented by TRWA)
  - Preparing for Growth (presented by Rockett SUD Waxahachie)
  - Tank Inspections (presented by Maguire Iron)
  - Standard Operating Procedures (presented by TRWA)
- eHT, Jordan Hibbs, hosted a pre-bid meeting on Tuesday, July 11, 2023 at PKWSC for all contractors interested in the Plant Water System project. Six (6) potential contractors showed up to discuss with eHT the requirements. Estimated bid acceptance by PKWSC will be at August board meeting or September board meeting.
- JPM investment accounts New Technology and Capital Replacement have been combined to form a new account called Infrastructure Reserve. This will be reflected on the July 2023 Financials.
- Safety Grant program with Texas Mutual for the ability to receive up to \$1,500 in grant money for safety items such as cones, signs, fall lanyards, PPE, and other various items. Team working on putting list together to submit on July 18<sup>th</sup> for approval.
- Licensing Updates – Justin Burney took BPAT exam on July 6<sup>th</sup> and PASSED. Tim Henderson took BPAT on July 10<sup>th</sup> and PASSED (will fill this in with Passed or Retake). Billy Martin took Surface A exam on July 12<sup>th</sup> and a retake is required. Working to set next exam date. Tim Henderson waiting on TCEQ approval for Surface C.
- Remaining 2023 Holiday Schedule
  - Labor Day, Monday, September 4<sup>th</sup>
  - Thanksgiving, Thursday/Friday, November 23<sup>rd</sup> and 24<sup>th</sup>
  - Christmas, Monday/Tuesday, December 25<sup>th</sup> and 26<sup>th</sup>
  - Personal Holiday, Friday, December 29<sup>th</sup>
- Training and Information Meetings:
  - EPA Lead and Copper Rule, Iowa Park, July 26

- TRWA Area Meeting, Early, August 29
- CSI Class/Training, Virtual, \$325, September 6-7
- TRWA Office Professionals Conference, Frisco, October 5-6.
- Water Quality Tech Conference, Dallas, November 5-9

**10. Discussion of any items of interest, including topics for future board meetings**

Stacy Urban provided an update regarding the City of Abilene and their water treatment plant effluent line being installed to PK Lake area in next 3-4 weeks. PKLA has a team requesting a hearing with TCEQ regarding the engineering report from Abilene and waiting to receive confirmation of hearing. Residents within ½ mile of location are encouraged to send letters to TCEQ.

Jay Naylor commented on the improvements of the staff and the business and gave accolades to the staff for personnel achieving a much higher licensing rate. Jay also mentioned that his time as a board member has come to an end and he is submitting his formal resignation from the PKWSC Board of Directors as of July 19, 2023. With his resignation, there now exists an open position with the board of directors. Notification will be sent out on bills along with information posted to the website and social media sites. Applications for new board of director will be taken and presented at a future board meeting for filling the vacancy.

**11. Establish time, date, and location of the next meeting of the board – proposed for Wednesday, August 16, 2023 at 10:00 AM at Possum Kingdom Water Supply Corporation Office, 1170 Willow Rd, Graford, Texas 76449**

**12. Adjourn**

Meeting was adjourned at 11:47 AM. Motion to adjourn by Mike Patton. Second provided by Stacy Urban. Motion passed 8-0.



Mike Patton – Secretary / Treasurer



Date