

Minutes

Cypress Cove Water Supply Corporation Spring Branch, TX 78070

BOARD OF DIRECTORS MEETING

October 10, 2018, 6:30 P.M.

Members present: Elliott Owen, Erica Leadford, Gordon Swan, Robin Lutts

Members not present: Gilead Ziemba

Visitors: Linda Owen, Angie Price, Frank Emerson, Dub Paden

1. Call to order and Open Meeting

- a) A quorum being present, the meeting was opened

2. Invocation

- a) Elliott Owen gave the invocation

3. Discuss and possible approval of minutes from last monthly meeting (9/27/18).

- a) Time was given for directors to read/review a copy of the above meeting.
- b) Gordon Swan made a motion to approve the minutes as printed, Robin Lutts seconded the motion.
- c) The motion passed unanimously.

4. System operations discussion

- a) Gordon discussed need for First Aid Training
 - Recommends our employees be trained in First Aid by OSHA and Red Cross if needed.
 - Recommends CCWSC pay for any expenses associated with training.
 - Since this was not on the agenda per se, no vote is required.

5. Discuss and consider purchase of excavation equipment for installation of meters and leak repairs.

- a) Robin Lutts made a motion to purchase a Kubota Backhoe at a price of \$45,739.00
- b) Insurance, setup, and delivery of \$4,435.30
- c) Total of \$50,166.30
- d) Monthly Payment of \$715.78 for 72 months

6. Discuss and possible hiring helper for system operations

- a) Elliott Owen made a motion to hire Trey Magsam, age 18, as a contract worker at \$16.00 / hr., with a 90-day probation period at which time the Board can make a decision to offer full time status to him.
- b) Motion was seconded by Erica Leadford.
- c) Motion passed unanimously.

Discuss road cut repairs.

- d) Elliott Owen gave an update on repairs;
 - e) Repairs were approved by CCWSC at Sept 12 board meeting and awarded to R & B Ventures.
 - f) Before work could start, Donnie Romano, owner of R & B Ventures, required two weeks of NO rain. (he has since changed that to one week and outside temp of 57-degree Fahrenheit)
- 7. Discuss and consider online payment options.**
- a) Motion to table by Elliott Owen
 - b) Second by Robin Lutts
 - c) Motion passed unanimously.
- 8. Discuss and possible approval of CCWSC 2018 Budget.**
- a) Motion to approve CCWSC 2018 budget by Gordon Swan.
 - b) Second by Robin Lutts
 - c) Motion approved unanimously.
- 9. Discuss CCWSC financial reports for Sep 2018.**
- a) No vote required
- 10. Closed session for purpose of consideration of Personnel Matters pursuant to Chapter 551.074**
- 11. Any motion(s) from closed session**
- 12. Set date for next meeting. (11-14-18)**
- 13. Public input: Limit of 3 minutes per person, your questions, comments and constructive suggestions are welcome. If subject is not on current agenda, board can't discuss, otherwise it can be added to future agenda if approved.**
- 14. Close and adjourn.**

The Board of Directors may retire to executive session regarding any matter listed on the agenda at any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.