

Minutes

Cypress Cove Water Supply Corporation Spring Branch, TX 78070

BOARD OF DIRECTORS MEETING

September 27, 2018, 6:30 P.M.

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

Members not present; Gilead Ziemba

Visitors; Leah Lutts

Prior to meeting Cindy Garner dropped off a written complaint for board of directors to review during public input time on the agenda.

- 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 approve minutes from last monthly meeting (8/8/18 & 9/12/18).**
 - a) Time was given for directors to read through a copy of the minutes
 - b) Gordon Swan mad a motion to approve as printed; Erica Leadford seconded the motion
 - c) The motion was passed unanimously.
- 4. Discuss and possible approval of hiring an after-hours answering service.**
 - a) Elliott presented cost of same service used by PGMS as \$45/month.
 - b) After much discussion; Gordan made a motion that all after hour calls go to him for October 2018, Robin Lutts volunteered for November; and evaluate again at November meeting.
 - c) Motion was seconded by Robin Lutts, Motion passed unanimously.
- 5. Discuss and consider CCWSC portion of list of office equipment for new CCMA secretary**
 - a) Angie presented a list of equipment needed and her recommendation which group should purchase it.
 - b) A motion was made by Gordon Swan that before CCWSC offers to provide funding to purchase any office equipment, wait until the applicant is chosen by CCMA to determine the need first.
 - c) The motion was seconded by Erica Leadford, the motion passed unanimously
- 6. Discuss and consider financing heavy duty equipment with John Deere.**
 - a) Quotes had been presented to the board from John Deere, Kubota, and Case, for a mini-excavator and skid steer.
 - b) Some on the board wanted to determine cost of a backhoe with hammer capable on the bucket.

- c) Erica Leadford volunteered to check with her friend who deals with this type of equipment to determine cost and availability of a backhoe with hydraulic hook up capability
 - d) Gordon mad a motion to table this motion until next meeting,
 - e) Seconded by Erica Leadford, passed unanimously.
- 7. Discuss plan to upgrade generators to “emergency mode”.**
- a) This discussion was delayed sine Gilead Ziemba was responsible for this action.
- 8. Discuss and possible approve surveying plan.**
- a) The surveying plan from M&S Sherwood dated 9-11-18 was approved.
 - b) Erica Leadford made to motion to approve less the two items identified by Elliott,
 - c) Robin Lutts seconded the motion.
- 9. Set date for next meeting. (10-10-18)**
- 10. 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.**
- a) The board reviewed Cindy Garner’s complaint/suggestion. Elliott agree to call Cindy to thank her for her pleasant attitude.
- 11. Close and adjourn.**