

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
HARDIN COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 1**

A regular meeting of the Board of Directors of the Hardin County Water Control & Improvement District No. 1 was held on Tuesday, March 19, 2024, pursuant to notice duly posted in accordance with law. The meeting was held at 333 Commercial Drive, Hardin County, Texas. The following members of the Board were present:

Tim Jones

Buddy Hughes

Allen Davis

Jack Maddox

Absent: Ben Fox

Also present were Wayne Turk, Mrs. Marty Adams of Utility Specialties.

AGENDA ITEM NO. 1: Call to Order. A quorum being present, the meeting was called to order by President Maddox at 6:30 p.m.

AGENDA ITEM NO. 2: Public Comments. None.

AGENDA ITEM NO. 3: Minutes. The minutes of February 20, 2024, were unanimously approved upon motion duly made by President Maddox and seconded by Director Jones.

AGENDA ITEM NO. 4: Manager's Report.

(a) Operational Report:

The Board recognized Marty who provided the Operator's Report:

1. In February we responded to 17 grinder calls
2. Amount of water pumped at Well #1 was 1.6 MG Avg. of 55,690 per day
3. Amount of water pumped at Well #2 was 0.876 MG – Avg. of 30,200 per day
4. 4 Line Locates
5. Extended vent cap at 347 Pinemont, lid goes under water when it rains.
6. Purchased 0 Panels and 0 Pumps

7. We have 3 Pumps and 2 Panels

Marty also presented a statement of general operations for the District over the last few years.

President Maddox noted that Utility Innovations was not accused of stealing a pump but rather that it was noted that someone must have stolen the pump with no record by the Board or Utility Innovations, of what happen to it at the time. President Maddox thanked her and Utility Innovations for the services they have provided.

The Manager's report was approved upon motion duly made by President Maddox and seconded by Director Hughes.

AGENDA ITEM NO. 5: Agreement for Billing Software, Munibilling

The Board recognized Mr. Turk who presented the information regarding a new 3 year contract with Munibilling for the program to prepare and mail the monthly invoices. They have been doing this for the past few years and they wanted a formal contract for the service. The new billing and collections contractor has already been getting the training needed to use this system.

The Munibilling contract was approved upon motion duly made by President Maddox and seconded by Director Hughes

AGENDA ITEM NO. 6: Consideration per Texas Election Code as to Unopposed Candidates for Directors' Election

The Board recognized Mr. Turk who presented the "Order as to Unopposed Status of Director Candidates" and the "Certification of Unopposed Candidates for Other Political Subdivisions" for the two Director positions of 2024: Jack Maddox and Buddy Hughes.

The documents were approved upon motion duly made by President Maddox and seconded by Director Hughes.

AGENDA ITEM NO. 7: Engineers Report on Project Submittals

Jeff Leavins was not able to attend the meeting but President Maddox noted emails that involved possible projects to reduce losses for District assists such as raising equipment above known flood levels, loss of water revenue because of metering errors, etc.

AGENDA ITEM NO. 8: Monthly Financial Statements.

The Board recognized Mr. Turk who presented the accounting statement for March 19, 2024. Mr. Turk noted the Debt Service and M&O taxes deposited late in the month. The accounts were down to less than 10K\$. The late deposits were due to errors in the Appraisal District data that overcharged taxes. This had to be corrected before the County could wire the correct amounts to the County Services.

After review and upon motion duly made by Director Hughes and seconded by President Maddox, the accounting statement was approved as presented.

AGENDA ITEM NO. 9: Accounts Payable.

The Board recognized Mr. Turk who reviewed the accounts payable for March, 2024. Mr. Turk noted the ACH return checks still had to be identified for collection. There were two control panels, one grinder pump, and two float sensors purchased from Automatic Pump for \$3,938.50.

After discussion and upon motion duly made by Director Hughes and seconded by Director Allen, the Board approved the accounts payable as presented in the amounts of \$31,620.96.

AGENDA ITEM NO. 10: Change in Monthly Board Meeting.

President Maddox reviewed the options that had been discussed with individual Board members and the District's attorney. With a change in contractor for the District's operations and maintenance it was deemed necessary to change the monthly board meeting to the second Monday of the month.

The change to meetings on the second Monday of the month was approved upon motion duly made by President Maddox and seconded by Director Hughes.

AGENDA ITEM NO. 11: Correspondence.

None

AGENDA ITEM NO. 12: Comments from Board Members.

President Maddox noted that he and a Board member will meet with Marty and Larry Monday afternoon to review the storage of equipment and operations of the District's systems. All documents and keys will be available from Marty. Also, other programs such as the Mission SCADA reporting will be changed to the new contractor.

AGENDA ITEM NO. 13: Adjourn. There being no further business, the meeting was adjourned at 7:05 p.m. upon motion duly made by Director Huges and seconded by President Maddox.

President of the Board

ATTEST:

Secretary of the Board