

Minutes of Monthly Board Meeting  
Central Bowie County WSC  
January 10, 2011

Meeting was called to order by Calvin Pierce at 6:00 pm.

**Public Discussion:** Kelly Williams discussed application for service on CR 4122 which was discussed at the November 8, 2011 and December 6, 2011 meetings.

**Approve Minutes:** The minutes of the December 6, 2011 meeting were read. A motion was made by Mr. Minter to approve the minutes as read. Seconded by Mr. Pierce. Motion carried. 9/0/0

**Secretary/Treasurer:** Treasurer's report for December was reviewed. Motion was made by Mr. Thompson to approve report. Seconded by Mr. Hignight. Motion carried. 9/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 4.98% for November and ratio of bought water vs. sold water was 91.14%. Active connections through November numbered 2581. The US 82 expansion project was discussed. The General Manager will endeavor to have an agreement for engineering services available at the next meeting.

**Old Business:**

CCN Amendment: Some discussion occurred. General Manager will investigate the complexity and scope of amending our own CCN.

Phase Ia Capital Improvements and TWDB Financing: The elevated tank under construction has been surrounded by an 80' X 80' chain link fence. Waiting on KSA Engineers to finalize the waterline portion plans and submit for approvals. The waterline portion may be ready for bid solicitation in March, 2012.

Phase Ib/II Rural Development: Waiting on attorney to complete and file some easements. The project may be ready for bid solicitation in April, 2012.

Consider and take action on applications for service: Kelly Williams – No variance granted. No service will be provided as the property is not in the CCN, has no facilities in place, is 400 feet from the end of our existing facilities and approximately 1900 feet outside the CCN boundary.

Report from Investment Committee: CDs were purchased and designated debt reduction at Commercial National Bank, State Bank of Dekalb, and Wells Fargo.

Consider and take action on account 333 US 82/CR 3006: General Manager will conduct actions based on current procedures and policies.

Consider and take action on Annual Meeting Procedures: Motion was made by Mr. Coleman to approve the procedures. Seconded by Mr. Braley. Motion carried. 9/0/0 Motion was made by Mr. Atkinson to appoint Edith Hignight as Election Auditor. Seconded by Mr. Minter. Motion carried. 9/0/0

**New Business:**

Consider Budget Re-Alignments: No action

Open Meetings/Public Information Acts training: General Manager distributed training DVDs to be watched by directors at their leisure.

Consider and take action on proposed changes to Tariff, Sections 4 and 5: Some discussion occurred. A motion was made by Mr. Coleman to change the one meter per residence policy to allow for an additional connections per meter by purchasing an additional membership and paying an additional monthly service availability or minimum charge if there is only one address and one entrance at the property. Seconded by Mr. Braley. Motion carried. 7/0/2

Consider and take action on FM 2149 waterline replacement: Motion was made by Mr. Braley to accept bid by KAMCO for \$52,174.46. Seconded by Mr. Thompson. Motion carried. 9/0/0 This project will be funded from set aside funds.

Consider and take action on emergency interconnect with City of New Boston: Some discussion occurred. Mr. Pierce and General Manager to investigate further.

Consider and take action on narrowband radios: Motion was made and seconded to accept bid by Deaton's Communications, L.L.C. Motion carried. 9/0/0

Consider and take action on 2011 Financial Audit: Motion was made and seconded to accept bid by Arnold, Walker, Arnold & Co., P.C. Motion carried. 9/0/0

Consider and take action on TRWA Annual Convention delegates: Some discussion occurred.

**Non-agenda Items:** Regular Monthly Meeting time will be 6:00 pm until daylight savings time goes into effect.

**Executive Session:** None

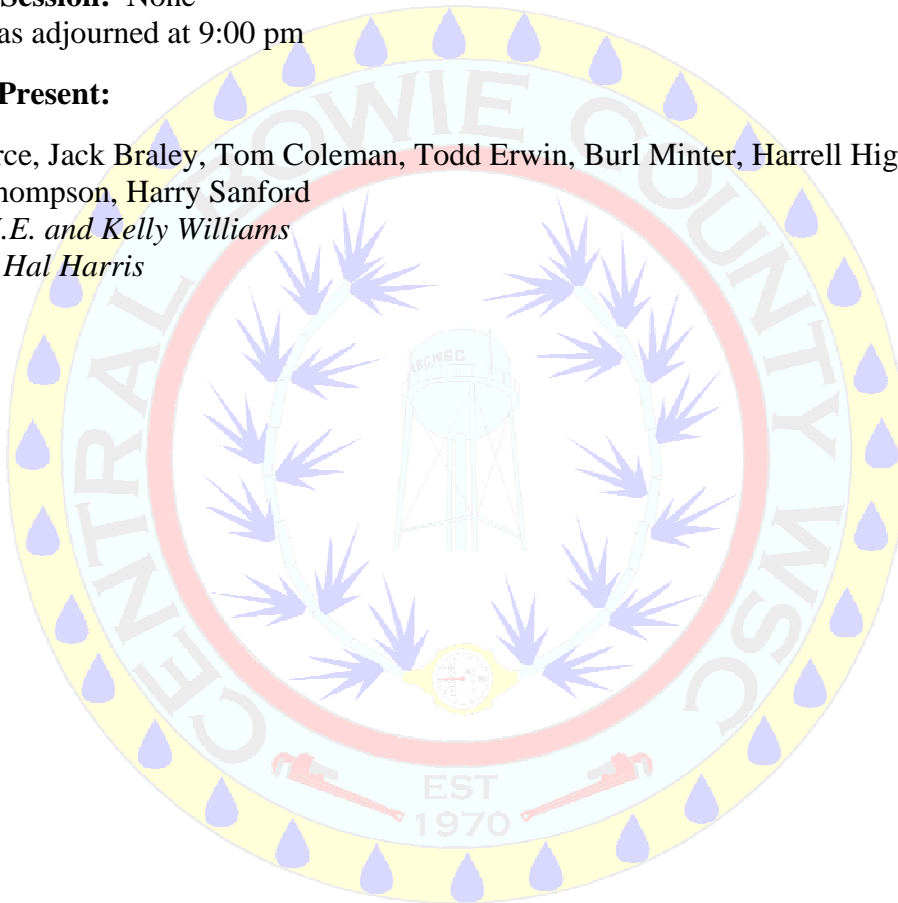
Meeting was adjourned at 9:00 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Todd Erwin, Burl Minter, Harrell Hignight, Hamp Atkinson, Winfred Thompson, Harry Sanford

*Guests – H.E. and Kelly Williams*

*Manager - Hal Harris*



Minutes of Monthly Board Meeting  
Central Bowie County WSC  
February 7, 2012

Meeting was called to order by Calvin Pierce at 6:00 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the January 10, 2012 meeting were read. A motion was made by Mr. Sanford to approve the minutes as read. Seconded by Mr. Hignight. Motion carried. 7/0/0

**Secretary/Treasurer:** Treasurer's report for January was reviewed. Motion was made by Mr. Minter to approve report. Seconded by Mr. Hignight. Motion carried. 8/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 19.63% for December. The ratio of bought water vs. sold water for 2011 was 90.33%. Active connections through December numbered 2583. Cost distribution of purchased water for 2011 was 90% recovered, 3% Flushed/Leaked, and 7% unaccounted for. Meter testing summary for 2011 was as follows: 47 meters were tested, 32 under-registered by more than 1.5%, 32 met AWWA standard, and none over-registered by more than 1.5%.

**Old Business:**

CCN Amendment: General Manager reported that amending our CCN involves approximately 35 linear miles of territory and 162 properties. General Manager to continue working towards amending, to include contacting INA Field Services about assisting with landowner information.

Phase Ia Capital Improvements and TWDB Financing: Some electrical work at the elevated tank has been completed. Waiting on power from SWEPCO and then controls. The waterline portion has been submitted for approval.

Phase Ib/II Rural Development: Waiting on ROW map. Needs to be under construction by July.

Consider and take action on applications for service: None

Report from Investment Committee: No action.

Consider and take action on Annual Meeting Procedures: Motion was made by Mr. Coleman to approve materials. Seconded by Mr. Minter. Motion carried. 8/0/0

Consider and take action on TRWA Annual Convention delegates: Motion by Mr. Sanford to appoint Wanda Gaby, TRWA District 11 Director, as proxy. Seconded by Mr. Minter. Motion carried. 8/0/0

Consider and take action on water purchase agreement with City of New Boston: Motion made by Mr. Minter to approve draft agreement. Seconded by Mr. Erwin. Motion carried. 7/1/0

Open Meetings/Public Information Acts training: Mr. Atkinson, Mr. Hignight, and Mr. Erwin have completed training. Mr. Minter has completed half of the required training.

**New Business:**

Consider Budget Re-Alignments: General Manager discussed web page.

Consider and take action on Engineering Services for Hwy 82 Re-location: No action

Consider and take action on Resolution 020712 amending By-laws: Motion made, seconded, and carried to adopt Resolution 020712. 7/1/0

**Non-agenda Items:** Motion was made to canvass members for e-mail notifications in lieu of hard copies. Motion failed. 1/3/4

**Executive Session:** None

Meeting was adjourned at 8:00 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Todd Erwin, Burl Minter, Harrell Hignight, Hamp Atkinson, Winfred Thompson, Harry Sanford

*Manager - Hal Harris*

Minutes of Monthly Board Meeting  
Central Bowie County WSC  
March 6, 2012

Meeting was called to order by Calvin Pierce at 6:00 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the February 7, 2012 meeting were read. A motion was made by Mr. Braley to approve the minutes as read. Seconded by Mr. Thompson. Motion carried. 6/0/0

**Secretary/Treasurer:** Treasurer's report for January was reviewed. Motion was made by Mr. Thompson to approve report. Seconded by Mr. Minter. Motion carried. 6/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 14.72% for January. The ratio of bought water vs. sold water thru January was 84.40%. Active connections through January numbered 2579. TCEQ Agreed Order was signed by the Commission on February 22<sup>nd</sup>.

**Old Business:**

CCN Amendment: General Manager has contacted INA Field Services and Langdon\*Davis/Bowie County Title about assisting with landowner information.

Phase Ia Capital Improvements and TWDB Financing: ET is substantially complete. A few minor details remain. The waterline portion has been reviewed and a few document changes are required. Project may bid in April.

Phase Ib/II Rural Development: Waiting on ROW map. Phase 2 should bid in June.

Consider and take action on applications for service: Tommy Baggett, non-standard service at I-30/US 82. Motion was made to reject request. Seconded by Mr. Sanford. Motion by Mr. Minter to table motion pending further investigation. Seconded by Mr. Hignight. Motion carried. 7/1/0

Report from Investment Committee: Motion by Mr. Pierce to disband the committee. Seconded by Mr. Minter. Motion carried.

Consider and take action on Annual Meeting Procedures: General Manager reported that 122 letters will be returned and cost us 50 cents each in postage due.

Consider and take action on water purchase agreement with City of New Boston: General Manager reported that measured pressures are not conducive to flow in our direction. Other locations and options will be considered.

Open Meetings/Public Information Acts training: Mr. Minter has completed the required training.

**New Business:**

Consider Budget Re-Alignments: Motion was made by Mr. Minter and seconded by Mr. Thompson to re-allocated \$800 in funds from budget items 220a, 220e, and 220d to 904 grounds for rock. Motion carried. 7/1/0

Consider and take action on Engineering Services for Hwy 82 Re-location: No action

**Non-agenda Items:** None

**Executive Session:** None

Meeting was adjourned at 8:15 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Burl Minter, Harrell Hignight, Hamp Atkinson, Winfred Thompson, Harry Sanford

*Manager - Hal Harris*

Minutes of Special Board Meeting  
Central Bowie County WSC  
March 15, 2012

Meeting was called to order by Calvin Pierce at 7:26 pm.

**New Business:**

Election of Officers:

Mr. Braley moved that Calvin Pierce be elected President. Seconded by Mr. Minter. Motion carried. 7/0/0

Mr. Hignight moved that Jack Braley be elected Vice-President. Motion was seconded and carried. 7/0/0

Mr. Hignight moved that Tom Coleman be elected Secretary/Treasurer. Seconded by Mr. Sanford. Motion carried. 7/0/0

Committee Appointments:

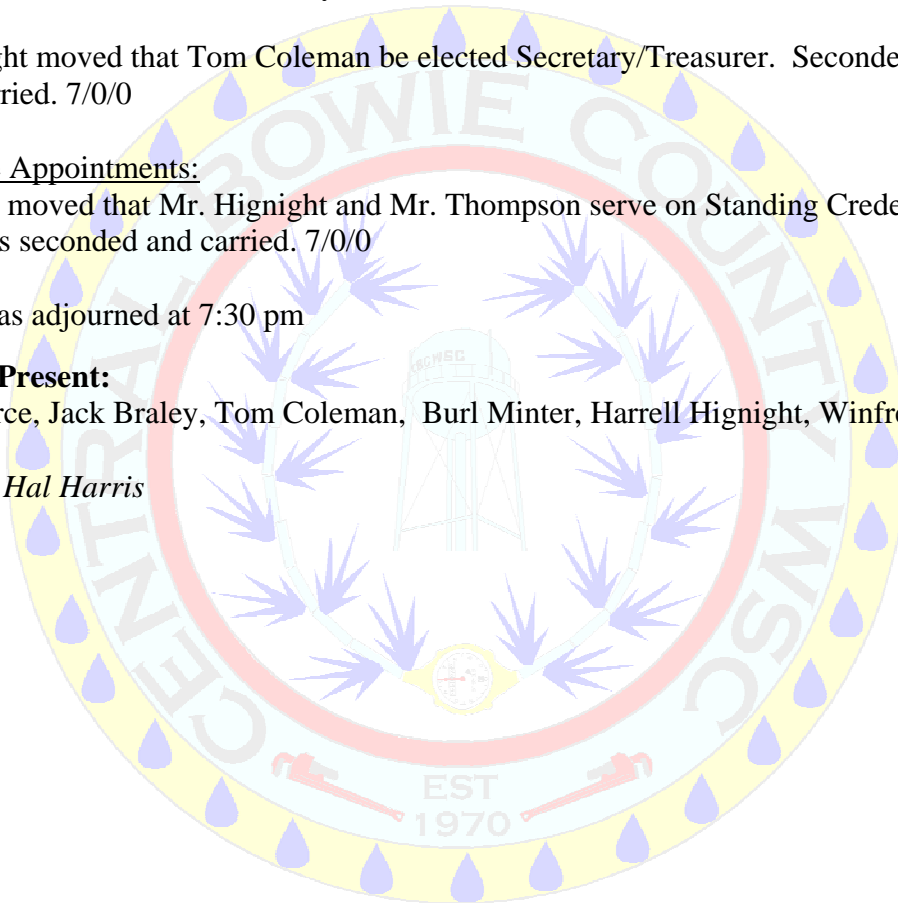
Mr. Braley moved that Mr. Hignight and Mr. Thompson serve on Standing Credentials Committee. Motion was seconded and carried. 7/0/0

Meeting was adjourned at 7:30 pm

**Members Present:**

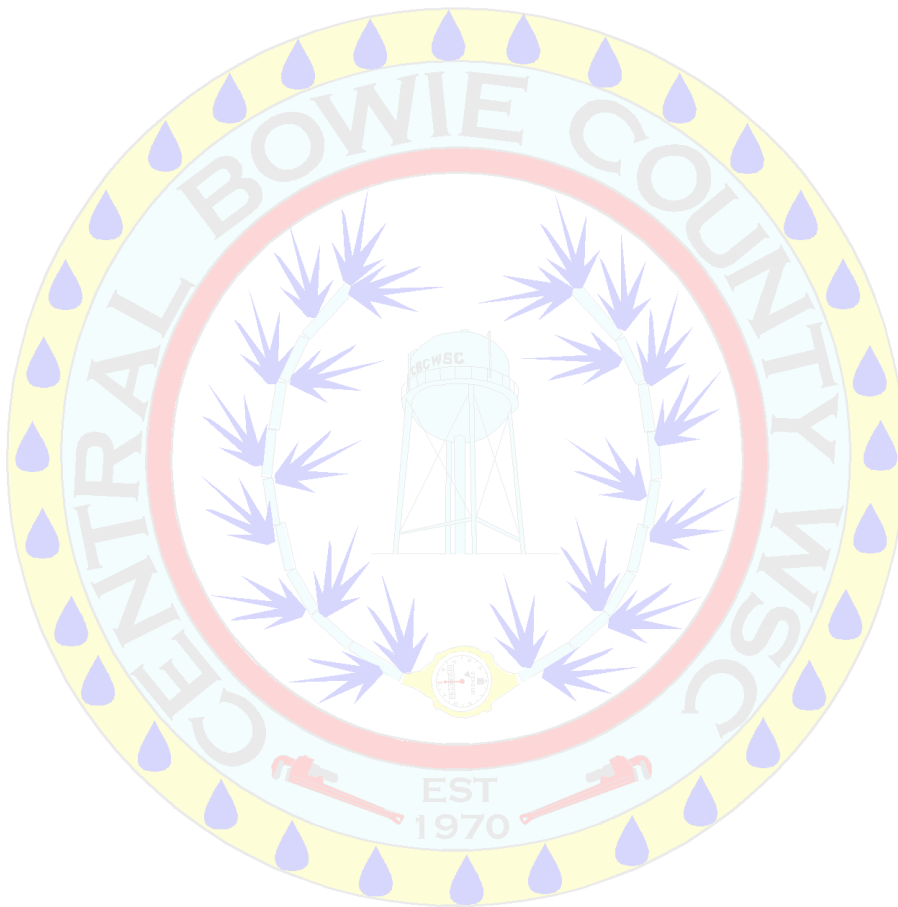
Calvin Pierce, Jack Braley, Tom Coleman, Burl Minter, Harrell Hignight, Winfred Thompson, Harry Sanford

*Manager - Hal Harris*



Minutes of Monthly Board Meeting  
Central Bowie County WSC  
April 3, 2012

Meeting was cancelled due to severe weather.





Minutes of Monthly Board Meeting  
Central Bowie County WSC  
May 1, 2012

Meeting was called to order by Calvin Pierce at 7:04 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the March 6, 2012 regular meeting and the March 15, 2012 special meeting were read. A motion was made by Mr. Braley to approve the minutes as read. Seconded by Mr. Thompson. Motion carried. 7/0/0

**Secretary/Treasurer:** Treasurer's report for April was reviewed. Motion was made by Mr. Minter to approve report. Seconded by Mr. Hignight. Motion carried. 7/0/0

**General Manager's Discussion:** Calendar of events was discussed. Motion was made, seconded, and carried to send Mr. Coleman to TRWA Initial Public Funds Investment Act Training in Galveston on July 16<sup>th</sup>. General Manager discussed operations and maintenance activities. UAW was 10.60% for March. The ratio of bought water vs. sold water thru March was 84.75%. Active connections through March numbered 2583.

**Old Business:**

CCN Amendment: General Manager noted that the TCEQ indicated that they cannot enforce the conditions in the agreement with the City of Dekalb. Some discussion occurred about amending CBCWSC CCN. The matter was tabled.

Phase Ia Capital Improvements and TWDB Financing: Motion was made to adopt Resolution 050112 accepting RC ET. Seconded by Mr. Sanford. Motion carried. 8/0/0. The waterline portion is out for bids now with opening scheduled for May 24th.

Phase Ib/II Rural Development: General Manager reported that ROW map is complete and at Langdon\*Davis ATTL. Phase 2 still scheduled to bid in June.

Consider and take action on applications for service: Tommy Baggett, non-standard service at I-30/US 82. Motion was made, seconded, and carried to de-certify the property from our CCN if the City of New Boston is willing to provide service to the location.

Consider and take action on water purchase agreement with City of New Boston: General Manager reported that measured pressures at alternate location are not conducive to flow in our direction. Other options such as booster pump or pressure reducing valves will require TCEQ approval.

Consider and take action on agreement for engineering services: Status of US 82 project was discussed. No action was taken.

**New Business:**

Consider Budget Re-Alignments: Budget was amended by re-allocating \$52,174.46 from Unscheduled Debt Reduction to FM 2149 Improvement Project.

Property Insurance: Some discussion occurred. No action taken.

Consider and take action on Variance Request – Account 1369: Motion was made by Mr. Minter to approve variance. Seconded by Mr. Atkinson. Motion carried. 7/1/0

**Non-agenda Items:** General Manager reported that the 2011 Financial Audit was complete. Increase in net assets was \$604,717.00. There were no significant findings.

**Executive Session:** IAW Texas Government Code Chapter 551.074, Personnel Matters, the Board went into executive session at 9:15 pm. Re-convened in open session at 9:30 pm. No action taken.

Meeting was adjourned at 9:30 pm

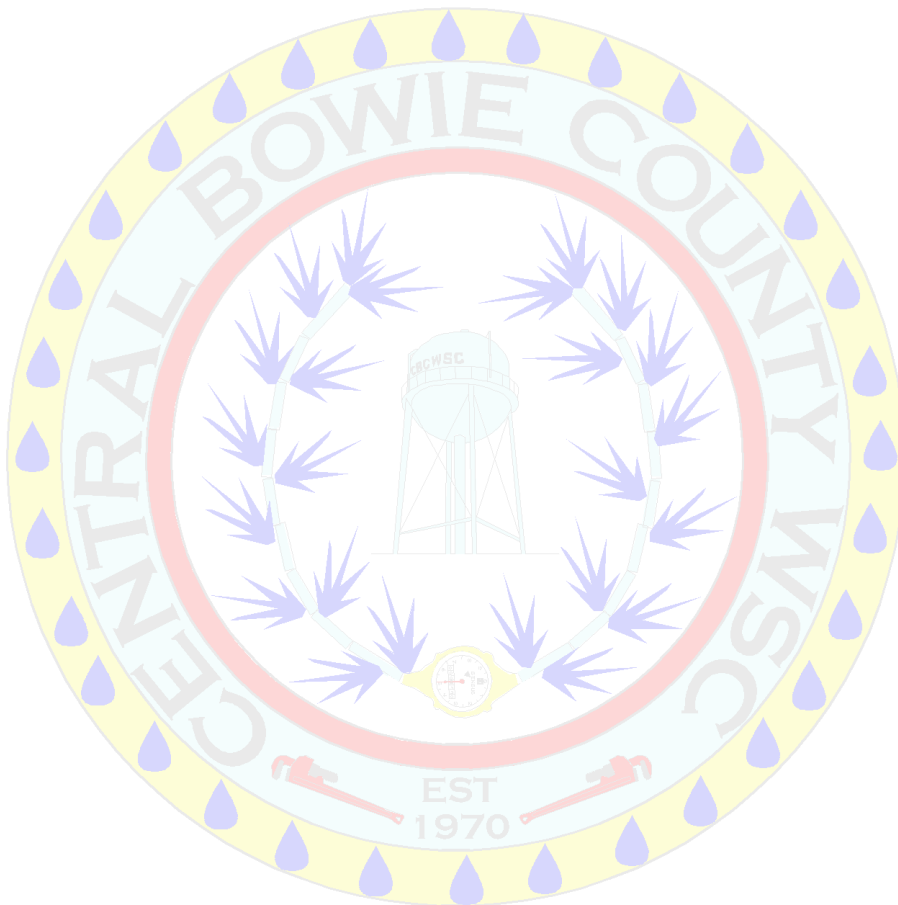
**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Burl Minter, Harrell Hignight, Hamp Atkinson, Winfred Thompson, Harry Sanford  
*Manager - Hal Harris*

Minutes of Special Board Meeting  
Central Bowie County WSC  
May 24, 2012

Meeting did not occur. A quorum was not present.

Scott Hoelzle, KSA Engineers, closed bidding at 2:00 pm. Seven Bids were opened from: KAMPCO, Inc., Terry Black Construction, McInnis Brothers Construction, Inc., Four Thirteen, Inc., W.M Miller Construction Co., Inc., W Brown Enterprises, Inc., Sherrill Construction Co, LLC. Results will be published by KSA Engineers.





Minutes of Monthly Board Meeting  
Central Bowie County WSC  
June 1, 2012

Meeting was called to order by Calvin Pierce at 7:00 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the May 1, 2012 meeting were read. A motion was made by Mr. Hignight to approve the minutes as read. Seconded by Mr. Minter. Motion carried. 8/0/0

**Secretary/Treasurer:** Treasurer's report for May was reviewed. Motion was made by Mr. Erwin to approve report. Seconded by Mr. Atkinson. Motion carried. 8/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 8.25% for April. The ratio of bought water vs. sold water thru April was 87.89%. Active connections through April numbered 2579.

**Old Business:**

CCN Amendment: Received TCEQ letter regarding City of Dekalb CCN amendment. TCEQ cannot enforce any conditions on shared areas as per the agreement.

Phase Ia Capital Improvements and TWDB Financing:

- (1) Consider and take action on contract award for TWDB WL Improvements: KSA Engineers presented the Bid Tabulation and recommended contract be awarded to the low bidder, Kampco, Inc. Motion was made by Mr. Coleman to award contract to Kampco, Inc. Seconded by Mr. Minter. Motion carried. 8/0/0. Motion made by Mr. Atkinson to adopt resolution, as amended, awarding contract to Kampco, Inc. Seconded by Mr. Coleman. Motion carried. 8/0/0
- (2) Consider and take action on TWDB WL Improvements Budget: KSA Engineers pointed out that while the low bid exceeded the amount budgeted for construction there are other line items in the TWDB Project Budget which are well under budget. Those unspent funds can be used for construction. The overall cost of the project is not anticipated to exceed the \$2.2 million budget and may be under budget by \$143,560.10.
- (3) Consider and take action on TWDB WL Improvements Bid Items: Pipe embedment was discussed. No action taken.

Phase Ib/II Rural Development: Phase II may still bid in late June or July. USDA-RD legal department is finishing up review of documents. Phase I plans are 95% complete and could bid in August.

Consider and take action on applications for service:

Tommy Baggett, non-standard service at I-30/US 82: No action

FM 990: General Manager and Mr. Pierce discussed a location where last week it was discovered that theft of service by a jumper in the meter box had been occurring for an unknown period of time. The illegal connection was removed in presence of a Bowie County Deputy. Today an interested party asked about getting service at that location. A motion was made by Mr. Atkinson to delay providing service to the location, or any other location known to be affiliated with the current landowner or persons of interest, until the theft has been investigated by Bowie County and the matter resolved. Seconded by Mr. Hignight. Motion carried. 8/0/0

Consider and take action on water purchase agreement with City of New Boston: No action

Consider and take action on Engineering Services: No action

Consider and take action on Property Insurance: Motion was made by Mr. Sanford to accept renewal proposal by SIG/McDonald & Wessendorff Insurance. Seconded by Mr. Braley. Motion carried. 8/0/0

**New Business:**

Consider Budget Re-Alignments: No action.

Discuss and take action on waterline relocation, CR 4203: General Manager discussed a section of waterline in the road and along the edge of a tank car culvert. The culvert is to be replaced with a concrete box culvert, and the plans include extensive dirt work on the west side of the road. General Manager recommended boring under the creek and moving a section of the waterline to the east side out of the road. Motion was made to approve waterline relocation on CR 4203 as described by General Manager. 8/0/0

Discuss and take action on waterline relocation, CR 4102: General Manager discussed a section of waterline in the road, approximately 6" deep. The total length of waterline on the ROW is about 1600 feet. General Manager recommended that the entire length be moved off the ROW, and that the job be contracted. Motion made by Mr. Braley to contract out waterline relocation. Seconded by Mr. Minter. Motion carried. 7/1/0

Discuss and take action on waterline relocation, CR 4223: General Manager indicated that the waterline in the road belongs to an individual not CBCWSC. No action.

Discuss and take action on CBCWSCBODP O-3, Contractors and Insurance: Discussed. No action.

Execute CBCWSC Bylaws ARTICLE XXIII: Document was executed.

Consider and take action on Office Improvements: General Manager indicated that a contractor was willing to extend the back wall of Connie's Office for a small fee plus materials. If this work is to be performed, due to requirements of CBCWSCBODP O-3, the directors recommended temporarily hiring the contractor and helpers as CBCWSC employees for one day while they construct the wall.

**Non-agenda Items:** None

**Executive Session:** None

Meeting was adjourned at 9:15 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Burl Minter, Harrell Hignight, Hamp Atkinson, Todd Erwin, Harry Sanford

*Manager - Hal Harris*

*Guests – Scott Hoelzle and David Perkins, KSA Engineers*

Minutes of Monthly Board Meeting  
Central Bowie County WSC  
July 3, 2012

Meeting was called to order by Calvin Pierce at 7:00 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the June 5, 2012 meeting were read. A motion was made by Mr. Braley to approve the minutes as read. Seconded by Mr. Thompson. Motion carried. 7/0/0

**Secretary/Treasurer:** Treasurer's report for June was reviewed. Motion was made by Mr. Braley to approve report. Seconded by Mr. Thompson. Motion carried. 7/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 8.89% for May. The ratio of bought water vs. sold water thru May was 87.52%. Active connections through May numbered 2588. The operators are having trouble maintaining sufficient chlorine residual in the new elevated storage tank. Tank was drained and inspected, and all is OK. KSA Engineers recommended that during normal operation the tank level will be allowed to drop lower before re-filling. It was also noted that adjacent landowner does not want water drained from tank to enter pasture or pool. Also, the tank level as reported by SCADA system has exhibited some anomalous readings.

**Old Business:**

CCN Amendment: Amending the CBCWSC CCN will be delayed until the TWDB and RD projects are complete. Exceptions: Agreement with the City of Dekalb, agreement with the City of New Boston, and any amendments done in conjunction with new customer financed line extensions.

Phase Ia Capital Improvements and TWDB Financing: TWDB WL Improvements Contract documents have all been signed and will be forwarded to TWDB for approval. Notice to proceed may be issued in late July or early August.

PhaseIb/II Rural Development: Langdon\*Davis Law Firm is working on a draft Wholesale Water Purchase Contract which addresses portions of the current contract identified as deficient by RD.

Consider and take action on applications for service:

Tommy Baggett, non-standard service at I-30/US 82: No action

FM 990: General Manager reported that he has met with investigator, Curtis Cole, who will contact us with results.

William Allen, CR 4122, not in CCN, variance granted 1 Feb 11: Variance remains in effect. Quote to be updated with current prices and will include cost of amending the CCN.

Consider and take action on water purchase agreement with City of New Boston: Considering the current facilities, current operating conditions, and available scenarios, it was generally agreed that it is not in our best interest to pursue buying water from the City of New Boston at this time.

Consider and take action on Engineering Services: General Manager reported that the fine tuning of pavement edges in the US 82 expansion project has delayed MTG in working on plans to make our facilities compatible with the project.

**New Business:**

Consider Budget Re-Alignments: No action.

Consider and take action on variance request, account 1248, requesting that all charges due as if liquidation never occurred be paid instead reset fee: No variance request form was received, and the membership/meter has already been re-activated under the terms of the Tariff. No action required.

Consider and take action on contract for 2012 financial audit with Arnold, Walker, and Arnold: Motion by Mr. Coleman to approve contract. Seconded by Mr. Hignight. Motion carried. 7/0/0

Consider and take action on customer notification procedures and disconnection of service and/or liquidation, CBCWSCBODP O-11 and CBCWSC Tariff 5.16.3 and 5.20: Some discussion occurred. No action.

Consider and take action on Capital Development Fee as it applies to properties which have been previously serviced. CBCWSC Tariff 4.5 and 5.4: Some discussion occurred. No action.

**Non-agenda Items:** None

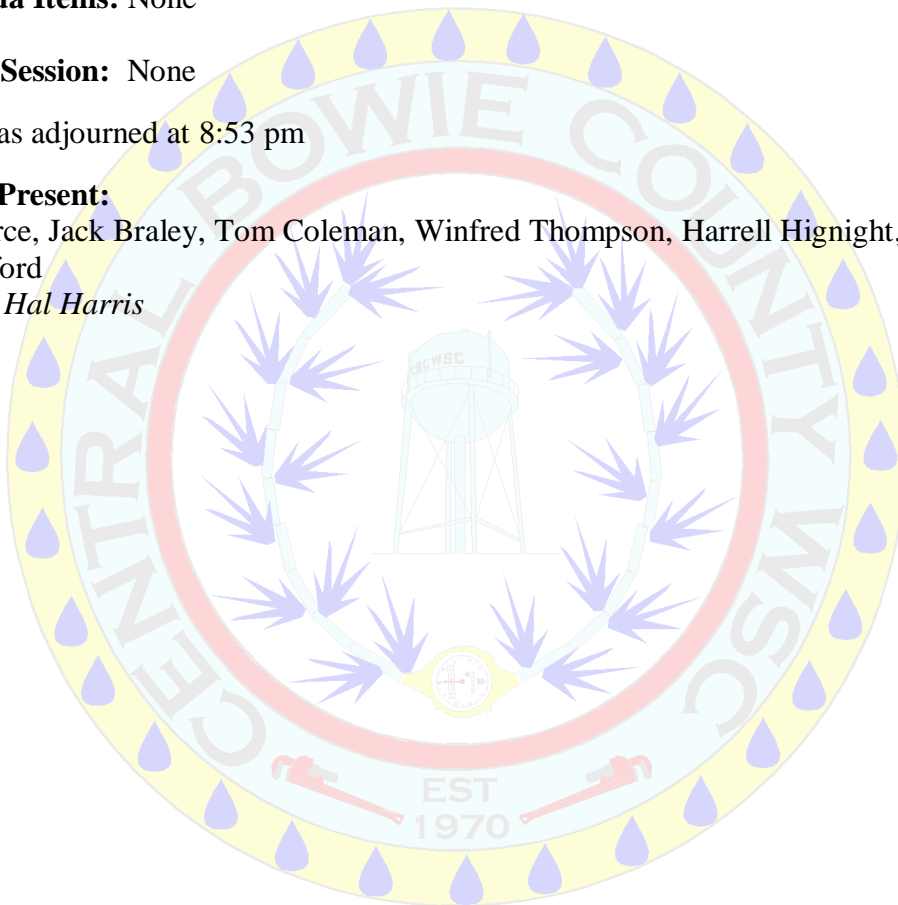
**Executive Session:** None

Meeting was adjourned at 8:53 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Winfred Thompson, Harrell Hignight, Hamp Atkinson, Harry Sanford

*Manager - Hal Harris*



Minutes of Monthly Board Meeting  
Central Bowie County WSC  
August 7, 2012

Meeting was called to order by Calvin Pierce at 7:00 pm.

**Public Discussion:** Chris and Chauncey Caddenhead discussed their interest in property on Lindsey Lane and availability of water.

**Approve Minutes:** The minutes of the July 3, 2012 meeting were read. A motion was made by Mr. Thompson to approve the minutes as read. Seconded by Mr. Hignight. Motion carried. 9/0/0

**Secretary/Treasurer:** Treasurer's report for July was reviewed. Motion was made by Mr. Minter to approve report. Seconded by Mr. Thompson. Motion carried. 9/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 5.12% for June. The ratio of bought water vs. sold water thru June was 88.59%. Active connections through June numbered 2589. The chlorine residual in the new elevated storage tank in Old Boston has remained above minimum level. The tank has not been drained or overflowed since the last meeting. The SCADA system anomaly has been corrected. Contracted projects (road bores and waterline re-location out of CR 4102) have been completed. One employee missed several days of work due to illness.

**Old Business:**

CCN Amendment: No action.

Phase Ia Capital Improvements and TWDB Financing: TWDB has approved contract documents and given us their OK to schedule the Pre-Construction Conference and issue the Notice to Proceed. Pre-Construction Conference tentatively scheduled for Tuesday, August 14, 10 am.

Phase Ib/II Rural Development: Langdon\*Davis Law Firm completed the draft Wholesale Water Purchase Contract and forwarded it to TWU and RD. We are waiting on approval from State Office to advertise for bids.

Consider and take action on applications for service: Lindsey Lane – It was agreed that the original recommendations by KSA Engineers in 2005 are obsolete and that re-evaluation by a professional engineer is not necessarily required. Instead, the General Manager may re-evaluate the subdivision IAW CBCWSCBODP O-4. Service to the subdivision will be conditional upon compliance with the specifications/requirements as determined by the General Manager and subject to conditions of CBCWSC Tariff Section 6. Installation costs will be paid by applicant(s) and/or developer except for any specification made that is not required to service the subdivision. Any additional costs resulting from specifications made solely for the benefit of the Corporation will be paid by the Corporation. In addition, the applicant(s) and/or developer will deliver to the Corporation all necessary easements, deeds, etc.

Consider and take action on Engineering Services: No action.



**New Business:**

Consider Budget Re-Alignments: A number of budget line items are over budget. It was agreed that all the expenses to date were authorized and adjustments to the budget will be made at the end of the year.

Consider and take action on re-scheduling September 4<sup>th</sup>, 2012 meeting: General Manager recommended re-scheduling the meeting. August 31<sup>st</sup> is on Friday and Monday the 3<sup>rd</sup> is a holiday. It would be challenging to generate reports and prepare for a September 4<sup>th</sup> meeting. Motion was made by Mr. Sanford to re-schedule meeting to September 11<sup>th</sup>, 2012. Seconded by Mr. Thompson. Motion carried. 9/0/0

**Non-agenda Items:** None

**Executive Session:** None

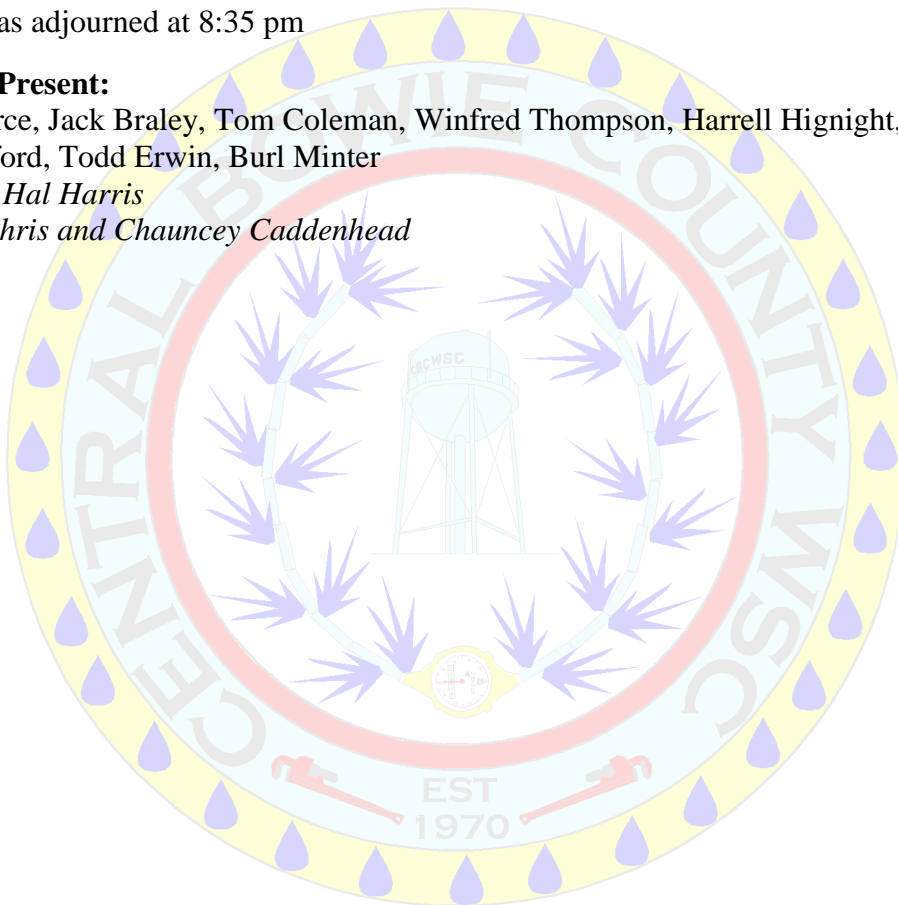
Meeting was adjourned at 8:35 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Winfred Thompson, Harrell Hignight, Hamp Atkinson, Harry Sanford, Todd Erwin, Burl Minter

*Manager - Hal Harris*

*Guests – Chris and Chauncey Caddenhead*





Minutes of Monthly Board Meeting  
Central Bowie County WSC  
September 11, 2012

Meeting was called to order by Calvin Pierce at 7:00 pm.

**Public Discussion:** None

**Approve Minutes:** The minutes of the August 7, 2012 meeting were read. A motion was made by Mr. Thompson to approve the minutes as read. Seconded by Mr. Minter. Motion carried. 9/0/0

**Secretary/Treasurer:** Treasurer's report for August was reviewed. Motion was made by Mr. Braley to approve report. Seconded by Mr. Thompson. Motion carried. 9/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 11.6% for July. The ratio of bought water vs. sold water thru July was 88.63%. Active connections through July numbered 2594. One employee missed several days of work due to illness. Events surrounding issuance of Boil Water Notice and procedures were discussed. General Manager reported that the deadline to comply with TCEQ order is May 17, 2013. General Manager will coordinate with KSA Engineers and TCEQ to ensure that planned improvements to the system will satisfy conditions of the order.

**Old Business:**

CCN Amendment: Mr. Pierce made a motion to Non-Concur with TCEQ Staff recommendations regarding City of Dekalb CCN Amendment until CBCWSC can submit their own application. The recommendations do not accurately reflect the agreement between CBCWSC and the City of Dekalb. CBCWSC's interests are not adequately protected because the recommendation designates all of the currently unassigned area as single certification to the City of Dekalb. There are portions of the unassigned area in which CBCWSC has facilities and provides service. Motion was seconded and carried. 9/0/0 The application to amend our CCN being prepared by KSA Engineers for the recent extension on CR 4122 will be adjusted to include affected areas in the Dekalb area. In addition, the General Manager will determine if there are any areas where: 1. We have facilities 2. The area is not included in our CCN 3. We already have property owner information. Any area meeting the criteria may be added to the CCN amendment application.

Phase Ia Capital Improvements and TWDB Financing: General Manager reported that construction has begun, but a schedule is not yet available.

Phase Ib/II Rural Development: General Manager reported that KSA Engineers has received an email authorizing the bidding of RD PH II. KSA is waiting on a formal letter. Current plan is to advertise for bids at the end of the month and issue the Notice of Award at the November 6, 2012 meeting. General Manager directed to contact USDA-RD regarding this matter.

Consider and take action on applications for service: Cowboy Church, US 82 – General Manager briefly discussed the situation, and noted that an extension would be required. Marilyn Hale, CR 4215, Simms - General Manager discussed. It was agreed that one meter per residence exception that was approved at the January 10, 2012, Board of Director Meeting may be applied to this situation if it meets the criteria.

Consider and take action on Engineering Services: No action.

## **New Business:**

Consider Budget Re-Alignments: No Action

Consider and take action on obsolete pressure tanks at Rock Creek Pump Station: General Manager recommended that the pressure tanks be de-commissioned and removed from the site. It was agreed that no action will be taken at this time.

Consider and take action on Resolution 091112, amending Tariff, relating to one meter per residence: It was agreed that the resolution needs to be re-worded. General Manager will make changes, and it will be discussed at the next meeting.

Consider and take action on Budget Committee: Motion was made, seconded and carried to extend the same Budget Committee for this fall. Members are: Tom Coleman, Harrell Hignight, and Burl Minter.

Consider and take action on Tariff: General Manager noted that the Tariff requires that the Meter Reading Fee of \$12.50 to be applied to an account when a meter reading as provided by member is found to be “substantially incorrect”. General Manager recommended that “substantially incorrect” be clarified by specifying a number or formula. A motion was made and seconded to reduce Dry Tap Fee to \$15.00, require Dry Taps to be locked by Corporation, and apply \$25.00 Disconnection Fee to the account when a Dry Tap is being declared. Motion carried.

Consider and take action on Emergency Notification Procedures: After- hours emergency maintenance notification procedures were discussed. Concerns about professionalism, the effectiveness of communications, and delays in event reporting/investigation/resolution were expressed. It was suggested that the corporation purchase a cell phone to be carried by on call operator. Emergency notification procedures were discussed. It was agreed that procedures require improvement and additional resources may be warranted. Options such as email notifications, automated phone dialers, and 3<sup>rd</sup> party involvement were discussed.

**Non-agenda Items:** None

**Executive Session:** None

Meeting was adjourned at 9:40 pm

## **Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Winfred Thompson, Harrell Hignight, Hamp Atkinson, Harry Sanford, Todd Erwin, Burl Minter

*Manager - Hal Harris*

Minutes of Monthly Board Meeting  
Central Bowie County WSC  
October 2, 2012

Meeting was called to order by Calvin Pierce at 7:00 pm.

**Public Discussion:** John Proctor discussed situation relating to variance request, CR 4241.

**Approve Minutes:** The minutes of the September 11, 2012 meeting were read. A motion was made by Mr. Minter to approve the minutes as read. Seconded by Mr. Braley. Motion carried. 6/0/0

**Secretary/Treasurer:** Treasurer's report for September was reviewed. Motion was made by Mr. Braley to approve report. Seconded by Mr. Minter. Motion carried. 6/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 8.71% for August. The ratio of bought water vs. sold water thru August was 88.71%. Active connections through August numbered 2599. Alan Green was hired as Operator in Training. General Manager reported that the TCEQ stated that if all the engineers(ours and theirs) agree that the improvements we are making, together with any changes in operations, result in a system meeting regulatory requirements, we do not have to do exactly what is specified in the Enforcement Order. i.e. elevated tank at Simms. Current and future pump capacities and water purchase contract quantities were outlined by General Manager.

**Old Business:**

CCN Amendment: General Manager discussed letter from the City of Dekalb. The City suggested that the City's application be allowed to proceed as currently drafted. The City agreed to not object to CBCWSC continuing to provide service to existing members in the affected area, and agreed to support a future CBCWSC application for dual certification in these areas. Mr. Atkinson moved to concur with TCEQ staff recommendations regarding City of Dekalb's CCN Amendment. Seconded by Mr. Braley. Motion carried. 6/0/0

Phase Ia Capital Improvements and TWDB Financing: General Manager reported that construction continues and a schedule has been provided.

Phase Ib/II Rural Development: General Manager reported that advertisement for bids for PH II is to be published this week. Bid opening will be Tuesday, October 30, 2012. The schedule for bid opening is as follows: CBC.006 (Elevated Storage Tank) - 11:00 am, CBC.007B (Water Lines) - 1:30 pm, CBC.008 (Pump Station Improvements) - 11:30 am

Consider and take action on applications for service: Cowboy Church, US 82 – No action required. Marilyn Hale, CR 4215, - Has been quoted. No action required.

Consider and take action on Engineering Services: No action.

Consider and take action on Resolution 091112, amending Tariff, relating to one meter per residence: Motion was made by Mr. Atkinson to adopt the resolution as drafted. Seconded by Mr. Coleman. Motion carried. 5/1/0

Consider and take action on Emergency Notification Procedures: General Manager presented facts and details about One Call Now, an online autodialing service. Mr. Atkinson made a motion to use this service provided that it is a reputable company with a good service history. Seconded by Mr. Minter. Motion carried. 6/0/0

**New Business:**

Consider Budget Re-Alignments: No Action

Consider and take action on re-scheduling Jan 1<sup>st</sup>, 2013 meeting to Jan 8<sup>th</sup>: Motion was made by Mr. Pierce to re-schedule the Jan 1<sup>st</sup> meeting to Jan 8<sup>th</sup>. Seconded by Mr. Coleman. Motion carried. 6/0/0

Consider and take action on variance request, John Proctor, CR 4241: Motion was made by Mr. Atkinson to approve variance to CBCWSC BODP O-2 due to special circumstances. Seconded by Mr. Sanford. Motion carried. 5/1/0

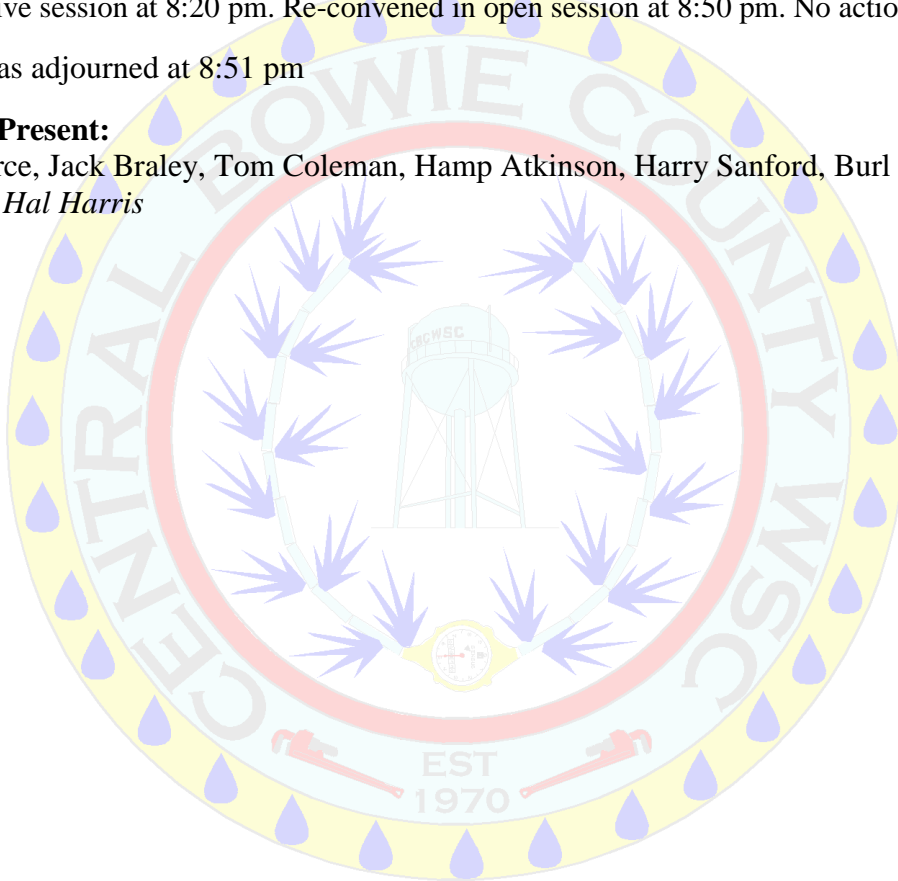
**Non-agenda Items:** Some discussion occurred regarding the use of resolutions. Bowie-Cass Electric CO-OP Annual Meeting was discussed.

**Executive Session:** IAW Texas Government Code Chapter 551.074, Personnel Matters, the Board went into executive session at 8:20 pm. Re-convened in open session at 8:50 pm. No action taken.

Meeting was adjourned at 8:51 pm

**Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Hamp Atkinson, Harry Sanford, Burl Minter  
*Manager - Hal Harris*



Minutes of Monthly Board Meeting  
Central Bowie County WSC  
November 6, 2012

Meeting was called to order by Calvin Pierce at 6:00 pm.

**Public Discussion:** Stephanie Kruse introduced herself and described her situation and request for water on CR 4204. Discussion only. Any action will be taken will be at a later date.

**Approve Minutes:** The minutes of the October 2, 2012 meeting were read. A motion was made by Mr. Hignight to approve the minutes as read. Seconded by Mr. Sanford. Motion carried. 6/0/0

**Secretary/Treasurer:** Treasurer's report for November was reviewed. Motion was made by Mr. Erwin to approve report. Seconded by Mr. Braley. Motion carried. 6/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 16.62% for September. The ratio of bought water vs. sold water thru September was 88.01%. Active connections through September numbered 2608. Water Law Conference, January 24-25, in Austin was noted. Mr. Pierce and Kyle Davis to attend.

**Old Business:**

CCN Amendment: No action.

Phase Ia Capital Improvements and TWDB Financing: General Manager reported that construction continues.

PhaseIb/II Rural Development:

Consider and take action on Phase II bids: Bid openings and project projections were presented by General Manager and Mr. Perkins of KSA Engineers. Motion was made to accept recommendations of KSA Engineers. Motion was seconded and carried. 5/1/0. Mr. Erwin voted no. Recommendations of KSA Engineers were:

1. Award the Dekalb Elevated Storage tank to the low bidder, Maguire Iron, Inc.
2. Rebid the Pump Station Improvements due to lack of competitive bids and the amount of the bid. Only one(1) bid was received. The bid was from We Build, Inc. and it exceeded the project by \$375,385.00.
3. Award the Waterline Improvements Phase II to the low bidder, Kamco, Inc.

Motion was made by Mr. Hignight to adopt Resolutions 110612a and 110612b awarding the Dekalb Elevated Tank to Maguire Iron, Inc. and the Waterline Improvements Phase II to Kamco., Inc. Seconded by Mr. Pierce. Motion carried. 5/1/0. Todd Erwin voted no.

Consider and take action on applications for service: General Manager noted that James Arledge had asked about availability of water on FM 561. His situation was discussed. No action.

Consider and take action on Engineering Services: No action.

Consider and take action on Emergency Notification Procedures: General Manager noted that an account has been set up with OneCallNow for emergency notifications to all members by telephone. Also, the emergency maintenance line has a new answering machine which allows for a longer message. General Manager also discussed the returned check procedures. No actions were taken.



## **New Business:**

Consider Budget Re-Alignments: General Manager discussed current conditions of the vehicles and recommended a new truck or trucks be purchased soon. The matter will be addressed in the 2013 budget.

Consider and take action on Tariff, leak discount: Some discussion occurred. No action taken.

**Non-agenda Items:** General Manager discussed changes to the Tariff or other CBCWSC documents by motions instead of resolutions. It was noted that care must be taken when formulating the motion to ensure that the wording references the document and fully describes the changes to be made.

## **Executive Session:**

Meeting was adjourned at 8:05 pm

## **Members Present:**

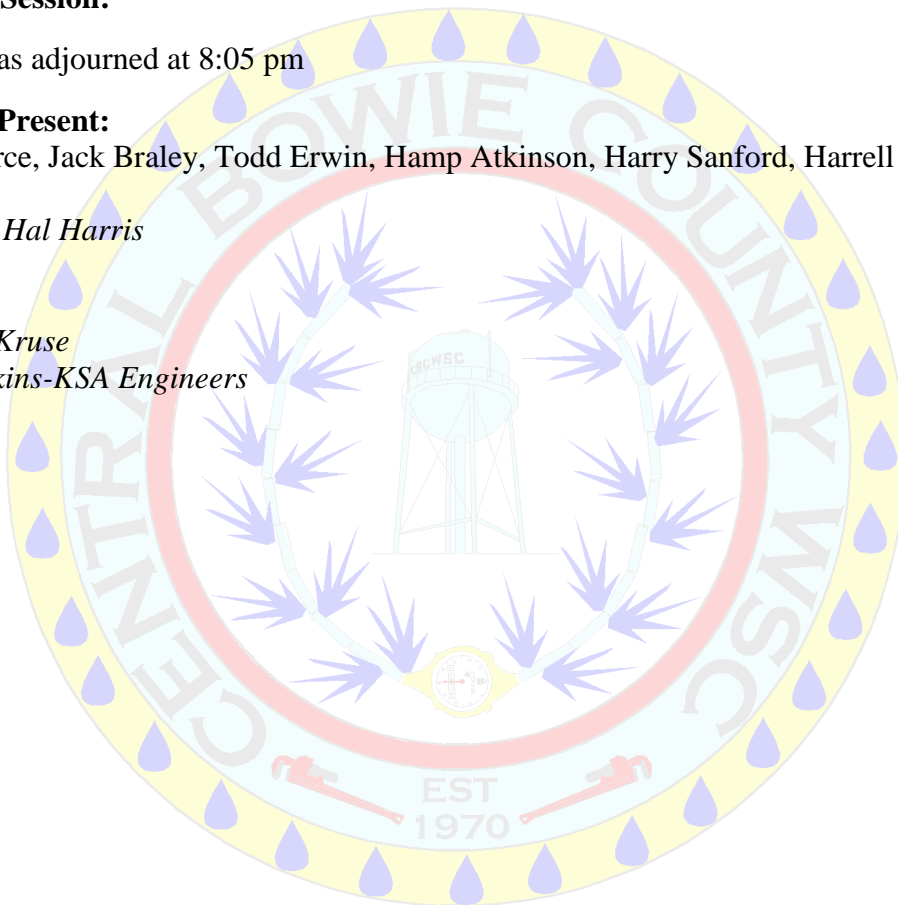
Calvin Pierce, Jack Braley, Todd Erwin, Hamp Atkinson, Harry Sanford, Harrell Hignight

*Manager - Hal Harris*

*Guests:*

*Stephanie Kruse*

*David Perkins-KSA Engineers*





Minutes of Monthly Board Meeting  
Central Bowie County WSC  
December 4, 2012

Meeting was called to order by Calvin Pierce at 6:00 pm.

**Public Discussion:** James and Sue Arledge introduced themselves and described their situation and request for water on FM 561. Mrs. Arledge read from a letter prepared for the directors. (Attachment 1)

**Approve Minutes:** The minutes of the November 6, 2012 meeting were read. A motion was made by Mr. Sanford to approve the minutes as read. Seconded by Mr. Atkinson. Motion carried. 9/0/0

**Secretary/Treasurer:** Treasurer's report for November was reviewed. Motion was made by Mr. Braley to approve report. Seconded by Mr. Hignight. Motion carried. 9/0/0

**General Manager's Discussion:** General Manager discussed operations and maintenance activities. UAW was 12.09% for October. The ratio of bought water vs. sold water thru October was 87.84%. Active connections through October numbered 2612.

**Old Business:**

CCN Amendment: General Manager noted that the City of Dekalb's CCN amendment has been approved by the TCEQ.

Phase Ia Capital Improvements and TWDB Financing: General Manager reported that construction continues and appears to be on schedule.

Phase Ib/II Rural Development: General Manager noted that bids for the Pumpstation Improvements will be opened on Thursday, December 6, 2012 at 2 pm.

Consider and take action on applications for service: James Arledge – FM 561. The Arledge property has no facilities in place and is not located within 200 ft of the CCN. The General Manager estimated the cost of extending the water line at \$25,000-\$30,000. Mr. and Mrs. Arledge were not in favor of solely funding such a costly extension. It was generally agreed that it would be cost prohibitive for the Corporation to fund an extension. Mr. and Mrs. Arledge were encouraged to contact other landowners in the area and determine if others who would be interested in water service and would be willing to help fund an extension.

Consider and take action on Engineering Services: No action.

Consider and take action on Tariff, leak discount: General Manager recommended that the Tariff remain unchanged and that Standard Operating Procedures be developed to handle leak discounts. There were no objections.

**New Business:**

Consider Budget Re-Alignments: Discussed buying new trucks. Motion was made by Mr. Minter to solicit bids for the purchase of two ½ ton trucks. Seconded by Mr. Coleman. Motion carried. 9/0/0 Some discussion occurred regarding purchase of mapping grade GPS instrument. Matter was tabled until next meeting.

Consider and take action on variance request CR 4204: Motion was made by Mr. Coleman to grant variance, conditional upon applicant paying for extension from CR 4206. Seconded by Mr. Thompson. Motion carried. 5/0/4 Motion was made by Mr. Coleman to re-align budget to pay for an extension along CR 4204 to connect the dead end at the Precinct 4 Barn to the waterline on the south side of FM 561 to resolve the capacity issue on the existing 2" water line. Seconded by Mr. Atkinson. Motion carried. 9/0/0

Consider and take action on GM Evaluation/Bonus: Motion was made, seconded, and carried to table the matter for 30 minutes. 9/0/0

Consider and take action on Annual Meeting Procedures: Motion was made by Mr. Hignight to approve Annual Meeting Procedures and materials. Seconded by Mr. Minter. Motion carried. 9/0/0 A motion was made by Mr. Coleman to appoint Edith Hignight as Election Auditor. Seconded by Mr. Atkinson. Motion carried. 9/0/0

Consider and take action on 2013 Budget: Motion was made by Mr. Hignight to approve 2013 Budget. Seconded by Mr. Braley. Motion carried. 9/0/0

**Non-agenda Items: None**

#### **Executive Session:**

IAW Texas Government Code Chapter 551.074, Personnel Matters, the Board went into executive session at 8:25 pm. Re-convened in open session at 8:40 pm.

Consider and take action on GM Evaluation/Bonus: The 30 minute tabling of the matter expired. A motion was made by Mr. Coleman to award bonus as discussed in executive session. Seconded. Carried. 9/0/0

Meeting was adjourned at 9:00 pm.

#### **Members Present:**

Calvin Pierce, Jack Braley, Tom Coleman, Todd Erwin, Hamp Atkinson, Harry Sanford, Harrell Hignight, Winfred Thompson, Burl Minter

*Manager - Hal Harris*

*Guests:*

*James and Sue Arledge*

Minutes of Annual Meeting  
Central Bowie County WSC  
March 15, 2012

Meeting called to order by Presiding Director, Calvin Pierce, at 7:00 pm.

Invocation was given by Tom Coleman.

Mr. Pierce made last call for ballots and announced that seventeen (17) members were present at the meeting. One hundred, forty-six (146) proxies/ballots were received prior to the meeting. Four (4) ballots were executed at the meeting. Mr. Pierce announced that a quorum of the membership was present.

The minutes of the March 17, 2011 annual meeting were read.

Motion was made to approve minutes as read by Mr. Burl Minter. Motion was seconded by Mr. Harrell Hignight. Motion carried.

Election Auditor directed to count ballots.

General Manager discussed 2011 income and expenses, 2012 budget, and water conservation. Corporation net worth on 1 Jan 11 was \$4,495,545.00, up \$548,715.00 from 2010.

There was some discussion from the floor regarding the schedule for waterline improvements. Mr. Pierce discussed new elevated storage tank in Old Boston and the one planned in Dekalb. Mr. Pierce also stressed the criticality of water.

Election Auditor delivered the written election results. Mr. Pierce announced the results as follows:

Calvin Pierce, Winfred Thompson, and Tom Coleman were elected as Directors.  
Proposition to amend By-Laws passed - 122 for and 7 against.  
There were no objections.

Door prizes were awarded.

Meeting was adjourned at 7:25 pm.