

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF
DIRECTORS MEETING, HELD TUESDAY, MARCH 5, 2024, 7:00 P.M., AT 10700
CRESTVIEW DRIVE, JONESTOWN, TX 78645**

Board Members: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors Amy Fitzgerald, Dani Harris, Tim Hawkins, John Riddle, Dave Stewart, Lee Morris
--

1. Call to order.

President Keith Stewart called the meeting to order at 7:01 p.m.

a) Roll Call.

Board members present: President Keith Stewart, Vice President Bruce Covill, Directors Lee Morris, John Riddle, and Tim Hawkins.

Board members absent: Secretary Brian Caller, Directors Dani Harris, Amy Fitzgerald, and Dave Stewart.

Staff present: John Tichi.

Public present: Richard Law.

b) Set Date of Next Regular Meeting – April 9, 2024.

President Keith Stewart mentioned the next regular meeting will be April 9th, and the annual meeting will be Monday, April 15th.

2. Public Comment.

Board candidate Richard Law was present and stated if the election process goes forward he hopes he can contribute to the board.

3. Approve Minutes.

a) Regular Meeting minutes of February 13, 2024.

Director Hawkins moved to approve the minutes. Director Riddle seconded the motion. The motion passed unanimously.

4. Financial Matters.

a) Secretary's Treasurer Report.

No report was given.

b) Approve Bills, Invoices and Other Payables.

Manager Tichi mentioned the first draw for Ranger Excavating is in the payables. There was some discussion of the fees for Wastewater Transport Services and the remaining work to be done by Ranger. Director Hawkins moved to approve the bills. Director Riddle seconded the motion. The motion passed unanimously.

5. President's Report Concerning Corporate Affairs.

President Keith Stewart commented on construction progress at the treatment plant site. Directors viewed photos of the work site displayed by Manager Tichi.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Manager Tichi addressed questions about groundwater drainage on the plant site. He estimates being able to get through the dirt work using cash on hand and hopes to have the engineer's

final review on the structural bid packet soon; first draw on the loan will probably happen after structural phase starts, likely two to three months away.

7. Committee Reports.

a) Construction Committee.

(covered in General Manager's report)

b) Credentials Committee.

This will be addressed in Item 9.

c) Personnel Manual Committee.

Manager Tichi noted a small portion is done; other portions will be looked at after the annual meeting.

8. Old Business.

None.

9. New Business.

a) Discuss/Approve Forms of Bill of Sale for Phase III Infrastructure at The Hollows.

Manager Tichi noted The Hollows constructed the water system for this most recent phase of 60-plus homesites. JWSC has inspected the system; The Hollows has paid all their bills and are ready to give the water system to JWSC so that auditors can add it to the corporation's books and begin depreciating the system. The system must be accepted in the form of a bill of sale with a required affidavit of bills paid. Vice President Covill moved to approve the forms of Bill of Sale for Phase III infrastructure at The Hollows, to be signed in the office before a notary public. Director Hawkins seconded the motion. The motion passed unanimously.

b) Approve Meeting Notice and Agenda for Annual Meeting.

Director Hawkins moved to approve the meeting notice and agenda for the annual meeting. Vice President Covill seconded the motion. The motion passed unanimously.

c) RESOLUTION Declaring Elected All Unopposed Candidates for JWSC Board of Directors.

Manager Tichi read the resolution. Director Riddle moved to approve the resolution as read. Director Morris seconded the motion. The motion passed unanimously.

10. Adjournment.

Director Riddle moved to adjourn, seconded by Director Hawkins. The motion passed unanimously. President Keith Stewart adjourned the meeting at 7:37 p.m.

Minutes recorded in type by Rachel Austin.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON _____,
2024.**

Keith Stewart, President



ATTEST:

Brian Caller, Secretary