

Minutes, Pecan Valley RWD, Board of Directors, November 12, 2024

Ed Hewett, Vice Chairman, called the meeting to order at 7:00 PM. Ed chairing the meeting as Jim was just out of the hospital and not feeling strong and had asked Ed to chair it when he was uncertain whether he'd be home and able to make the meeting.

Roll Call: Jeff Ewing present, Leighton Duitsman present, Bill Malone present, Jim Hampshire, and Ed Hewett present. Ed declared a quorum. Also present, Jack Outhier, Manager.

Minutes: Bill Malone moved that the minutes of the October 8 meeting be approved. Jim Hampshire seconded the motion. Jeff aye, Leighton aye, Bill aye, Jim aye, Ed aye. Motion carried.

Financial Report: Bill presented the October Financial Report. Jeff moved that the report be accepted as presented, Bill seconded the motion. Jeff aye, Leighton nay, Bill aye, Jim aye, Ed aye. Motion carried.

Manager's Report:

Jack's report included:

- A. Bond Counsel – The REAP grant we have been rewarded will be subject to payment to our attorney for Bond Counsel services as required by the OWRB when using Federal funds. His fee is a minimum \$6,750 or 1.5% of the amount awarded, whichever is more. We are not required to have Bond Counsel for the RIG Grant awarded by the ORWA.
- B. Status of Grants – We have been approved for \$150,000 in REAP grant to be used for the evaporative system and related costs for the lagoons to meet DEQ requirements. We are receiving another \$100,000 in RIG funding for our water meter installation. Also explained the matching terms on the RIG grant which we had previously misunderstood; they paid us a full \$100,000 as our costs were over \$125,000 so that we met the 20% match with the additional costs.
- C. Water Loss Ratio – This is an analysis of how much water we purchase as opposed to how much we bill for. Our 2023 Water Loss Ratio averaged 7.7%, an extremely low amount, yet we lowered that in 2024 to date to 4.8%. The state average municipality is around 30% and average for RWDs is over 40%. We are doing an extremely good job at addressing leaks and unmetered water.
- D. New Engineer – We have contracted Gary Brickley with Fox, Drechsler & Brickley, Inc. of Altus. He has all information considering everything related to both our water and our sewer systems, including any work that Alvin Jung did for us. His first order of business is a report to get us permitted by the DEQ for the needed alterations to our lagoons.

- E. The PRZ for irrigation/fire system for PV North has failed in the same way as the main PRZ had failed in September. However, the irrigation installation, done in 2006, was installed with a redundant valve assembly and we have switched over to using it. Our main concern is replacing the PRZ on the main line.
- F. Reported regarding the 10" main supplying Shelter Lakes which is located under the dam. We had not previously known where this main was and with the reconstruction they are having to undertake on the dam, this was vital information.

Old Business: None

New Business:

Jack presented a list of outstanding bad debts over the 3 years of our existence which includes people moving without paying their last bill or from deceased residents. The problem is because with the 10% monthly late charge what was once a relatively small bill gets excessive and we will never collect it. Jack does file liens when a house is being sold and there is outstanding debt. Discussed a need to establish a policy for dealing with Bad Debt, getting it off the books. Ed suggests the policy include removing the meter when a bad debt is uncollectable. Jim made a motion that Jack write a policy to be submitted at the next meeting; Jeff seconded the motion. Jeff aye, Leighton aye, Bill aye, Jim aye, Ed aye. Motion carried.

Board considered and decided upon Holiday Bonuses for Employees. Bill made motion to give Jack \$5,000 and Kellie and Ron each \$2,000, Jim seconded. Jeff aye, Leighton aye, Bill aye, Jim aye, Ed aye. Motion carried.

Unforeseen New Business:

Jeff brought up a need to develop a long term and intermediate goals for the District. Jack was instructed to place an Agenda Item on the December Agenda for Executive Action items to redo Project Priority List. Will be discussed in Executive Session along with Budget workup.

Adjournment: Bill made motion to adjourn, Jeff seconded. Jeff aye, Bill aye, Jim aye, Ed aye. Motion carried. Adjourned at 8:15 PM.

Secretary: _____

