

## **Minutes, Pecan Valley RWD, Board of Directors, January 9, 2024**

Jim Hampshire, Chairman, called the meeting to order at 7:00 PM.

**Roll Call:** Jeff Ewing present, Ed Hewett present, Leighton Duitsman present, and Jim Hampshire present. Bill Malone was not present. Also present, Jack Outhier, District Manager. Jim declared a quorum.

**Minutes:** Ed moved that the minutes from December be approved as amended, clarifying that the 5% referenced on the proposed rate increase was only applicable to the water rate increase. Jeff Ewing seconded the motion. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.

**Financial Report:** Treasurer Bill Malone had asked Jack to present the Financial Report as he was not well. Leighton moved, Jeff seconded, that the financial report be accepted as presented. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.

**Manager's Report:** Jack Outhier reported only that we had the PreSchool project coming up and explained what was required.

### **Old Business:**

- A. Allowed Catherine Gunnells to present her case for us splitting the cost of the leak in her front yard.
- B. Ed made the motion, Jeff seconded that the District pay \$130, half the cost of the excess water leaked. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.
- C. Ed made motion, that going forward that if customer has a dispute on their bill Jack have the discretion to settle such disputes up to \$300. If the resident wishes to appeal Jack's decision, they be allowed to appeal the issue to the board. They will then be given a two-minute opportunity to comment, then board and manager resign to executive session to allow open discussion on the matter to include the alternative of pushing the decision to following month if necessary to get further data. Jeff seconded the motion. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.
- D. B on the Agenda – approval of 2024 Budget tabled for special meeting which would be held on Jan 16<sup>th</sup>.
- E. C on the Agenda – approval of Rate Increase Proposals tabled until February meeting.

- F. D on the Agenda – approval of Policies specific to the Audit tabled for special meeting.
- G. Approval of Agenda and attachments for packet for Annual Members’ Meeting. Jack had prepared a draft copy of the handout packet.
- H. F on the Agenda – finalizing roles in the Annual Meeting. Jim will call the meeting to order, introduce the board, declare a quorum, call for motions, and report the completed projects. Jack will read the minutes or entertain a motion to forego the reading of the Minutes of January 2023 Annual Meeting. (everyone will have a copy.) Jack will field the Q&A.

**New Business:**

- A. Ed made the motion, Jeff seconded, that we propose to the Members a change to the ByLaws § 6.1 move the Annual Meeting to the last Thursday in April each year. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried. (Jack to check on Spring Break dates – Spring break is 3<sup>rd</sup> week in March)
- B. Ed moved, Leighton seconded, that the District apply for a Credit Card at Arvest Bank to replace Jack’s cards that have been used for online and store purchases. Jeff aye, Ed aye, Leighton aye, Jim aye.
- C. Ed moved, Leighton seconded, that the Board go into Executive session to discuss Jack’s bonus which was to be based upon the grants successfully received. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.
- D. Ed moved that Jack’s bonus be \$3,000. Leighton seconded the motion. Jeff aye, Ed aye, Leighton aye, Jim aye. Motion carried.

**Unforeseen New Business:**

- A. Leighton presented his conviction that information distributed to board members be sent to them earlier.

**Adjournment:** Ed made motion to adjourn. Adjourned at 8:21 PM.