

**PRITCHETT WATER SUPPLY CORPORATION**  
**3670 STATE HWY 155 SOUTH**  
**GILMER, TX 75645**  
**903-734-5438**

**MONTHLY BUSINESS MEETING**  
**BOARD OF DIRECTORS**

**Minutes**

**DATE:** Tuesday, August 20, 2024  
**TIME:** 6:00 p.m.  
**LOCATION:** Pritchett Water Supply Corporation  
3679 State Hwy 155 S  
Gilmer, TX 75645

Directors Present: George Stevenson, Lisa Sneed, Ken Reagan, Sherri Heckendorn, Russell Washburn & Josh Marrs  
Danny Weems, Benji Campbell and David Yordy were absent

***I. Call to Order***

Mr. Marrs called the meeting to order @ 6:00 p.m.

***II. Acknowledgement of Members and Guests***

***III. Citizen's Comments***

No comments

***IV. Approval of Minutes***

Ms. Heckendorn moved to approve the minutes of June 18, 2024, Mr. Washburn seconded & the motion carried.

***V. Committee Reports***

No reports.

***VI. Budget and Financial Statements***

Mr. Reagan wants to have a budget committee meeting soon to look at the budget

***VII. Manager's Reports***

A. FYI-Miscellaneous Reports not Requiring Board Approval.....

Update on the Master Plan.....going to get started with customer data.

Mr. Meador stated that he signed the check written to TCEQ due to Mr. Campbell and Mr. Marrs both being out of town. The check was also expensed under miscellaneous expenses. He had spoken to both Mr. Campbell and Mr. Marrs before signing the check.

Mr. Meador stated that he met with TCEQ while in Austin & was instructed that any violation during the TCEQ CCI that's in enforcement, generally sends all the violations of that case into enforcement. Therefore our first time violations were sent into enforcement.

Plant #1B pressure tank has been ordered & the color: Desert Tan has been chosen. The generator is at the electrician's yard being prepared for installation.

The customer @ Well #25 is satisfied with the driveway.

Data Flow.....Phase III has been installed, Phase IV has been started.

The transfer switch for the office has been delayed for a little cooler weather.

Enforcement case with TCEQ.....we're approaching our 30 day deadline.

Mr. Meador talked with someone from the EPA, when in Austin at the TCEQ Conference pertaining to the UCMR testing. After the first go around & hiring it out, we concluded that it could be done in house. And, we just completed the second round today.

Mr. Reagan moved & Mr. Stevenson seconded to approve the June bills as paid, the motion carried with Ms. Heckendorn abstaining.

Mr. Stevenson moved & Mr. Reagan seconded to approve the July bills as paid, the motion carried with Ms. Heckendorn abstaining.

Forfeitures.....Ms. Heckendorn move to approve the forfeitures of: #105236 @ \$54.80 & #102387 @ \$135.95, Mr. Washburn seconded and the motion carried.

In lieu of the confidentiality ruling, the names & addresses, etc. were redacted on the new accounts, transfers & discontinuances.

### ***VIII. Old Business***

Drought Contingency & Emergency Water Demand Management Plan...Mr. Washburn looked at the draft plan & it meets the requirements & pretty much the same as the TCEQ template. Mr. Washburn moved that we have a final draft for the public to provide comments at the next meeting, advertising on our website, the newspaper & social media, Ms. Heckendorn seconded & the motion carried.

### ***IX. New Business***

Maintenance of Plant #5.....currently we don't have 3 bids & according to the Texas Water Code, we need to obtain 3 bids before presenting to the board.

Policy on Public comments.....was tabled by a motion made by Mr. Stevenson, seconded by Mr. Reagan and approved by the board after a somewhat controversial discussion.

Guidelines on Public Information Requests.....Mr. Meador asked for a formal adoption to be made of locations for request, either by email: office @pritchettwater.com, mail: 3670 State Hwy 155 S, Gilmer,

TX 75645, or in person at the office. Mr. Washburn moved to adopt these 3 designated locations, Ms. Heckendorn seconded & the motion carried.

Ms. Heckendorn moved to adopt the policy of Board Training, Mr. Reagan seconded, the motion failed due to a tie of 3 for and 3 against.

The policy on what is included in the board packets was agreed to take back to the policy committee on the motion made by Ms. Heckendorn, seconded by Mr. Reagan & approved by the board. The board amended certain items to be taken out of the packets in a prior meeting.

Yvette Youman & Ross Williams were in attendance to dispute their disconnect. They were disputing the fact that they didn't receive their late notice until the 25th. & we disconnected for non-payment on the 24th. The late notice is sent as a courtesy & it was reiterated that the bills are due by the 15th., late notices go out on the 16th. with late fees & the earliest accounts can be disconnected is the 23rd. of the month. Our tariff states we allow 5 working days before disconnect. After a lengthy conversation, Mr. Reagan moved to waive the \$75.00 disconnect fee, the motion died for a lack of a second. No action was taken.

Non-Standard Application off Holly Rd.....this was submitted to the Engineer for investigation. The main we have is not adequate & we would have to install a larger line (6"main) of approximately 16,000 linear feet or another 2.5" line in addition to the 3" line we currently have. The cost to the developer would be \$294,910 & work inside the development @ \$79,860.00. The cost to install a 6" main to this location would be a total cost of \$618,200.00 and our part would be \$243,430.00. However, the well serving this area is already deficient. To increase capacity, we'd have to add additional ground storage or upgrade the current ground storage at Plant #2. Options: drill another well or feed Plant #2 from Plant #24 on Red Maple or bypass with Plant #22 at Rhonesboro & evaluate the capacity of Plant #22. The deficiencies need to be addressed, therefore, Mr. Washburn recommended going back to the Engineer to investigate further options, Mr. Stevenson seconded & the motion carried. Currently we're 26% deficient in well production and 24% deficient in ground storage.

External Threat Landscape....Ms. Heckendorn attended a committee meeting of Texas Security & talked with a State Rep, chairing the committee, about attacks on Rural Water Companies, physical threats, shooting transformers, etc. Just an introduction & something to think about.

#### ***X. Next Board of Directors Meeting***

Mr. Reagan set the next meeting for Tuesday, September 17, 2024, 6:00 p.m. at Pritchett WSC.

#### ***XI. Adjourn***

Ms. Sneed moved to adjourn @ 8:19 p.m., Ms. Heckendorn seconded & the motion carried.

***Minutes taken by  
Cindy McMillan***

***Minutes approved  
September 17, 2024 with amendments***