

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

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

**Minutes**

**DATE:** Tuesday, May 21, 2024  
**TIME:** 6:00 p.m.  
**LOCATION:** Pritchett Water Supply Corporation  
3679 State Hwy 155 S  
Gilmer, TX 75645

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

***I. Call to Order***

Mr. Campbell called the meeting to order at 6:00 p.m.

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

No member nor guests present.

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

No citizen's comments.

***IV. Approval of Minutes***

Mr. Weems asked about the ETA of transfer switches for Plant #20 & the ETA of the co-ax cable with Data Flow. Mr. Meador said they had been here to look & being 2 switches (Plant & office) we will have to work out schedules. The co-ax cable has been mistakenly shipped twice from Florida, however, it was unloaded earlier in the day of the meeting. The guys should get Phase I running the next day.

Mr. Marrs moved to approve the minutes of March 19, 2024, Ms. Sneed seconded & the motion carried.

***V. Committee Reports***

Ms. Heckendorn passed out info pertaining to Board Policy of Open Meetings & Public Information Acts plus the Conflict of Interest.

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

No questions nor comments of the budget & financials.

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

- A. FYI-Miscellaneous Reports not Requiring Board Approval.....  
***Equipment and Vehicles.....***

*Employees.....* We had one new employee start on Monday, May 20 & one resigning in approximately a month.

*Plant/Well Maintenance.....Plant #1B*

*Data Flow & Electrical.....*

*Transfer Switches for Plant #20/Office.....*

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

No reviews of membership, new account, etc. & no action on forfeitures as there were none.

Mr. Marris asked if we had the formula on our leaks dialed in a little better? Mr. Meador state that we've not made any adjustments since last month.

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

We have a utility login to TRWA & we can invite directors/employees to create their own account & logins. The board agreed to allow Sherri an invite to create an account & report back to the board.

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

Bids were opened on Friday, May 17, 2024 for the 10k gallon Pressure Tank at Plant #1B. Hayes Engineering, Inc. recommended the lower bid, Duplichain Contractors, LLC in the amount of \$118,800.00. Mr. Marris moved to award the bid to Duplichain Contractors, LLC, Mr. Reagan seconded & the motion carried.

We had no response for bids on the 1996 Ford truck, by advertising the minimum bid @ \$5,000.00. The board agreed to try again, dropping the minimum bid to \$3,500.00

2 bids were presented for construction of a fence @ Well #25, Mr. Weems moved to award the bid to F & A Fencing in the amount of \$6,500.00, Mr. Stevenson seconded & the motion carried.

Mr. Reagan expressed his desire to have individual payroll information taken out of the board packets and continue to just have totals submitted. After some discussion, it was agreed to have the personnel committee make recommendations to the board.

The 20 yrs. Master Plan is being turned over to the Long Range Planning Committee to meet with our Engineer & get ideas together & make recommendations.

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

Mr. Reagan set the next meeting for Tuesday, June 18, 2024, 6:00 p.m. at the PWS office.

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

Ms. Sneed moved, Ms. Heckendorn seconded & the motion carried to adjourn at 7:11 p.m.

Minutes taken by  
Cindy McMillan

*Minutes approved, June 18, 2024*