

BRUNNER HILL WATER ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES

Tuesday, October 17th, 2023

1. The board meeting was called to order at 7:18 p.m. by Danny Woods, President.

2. BOARD MEMBERS PRESENT:

President	Danny Woods
Vice President	Not Present
Board Members	Richard Hazel, Shaun Dubois, Shawn Hargett
Superintendent	Ted Applegate
Secretary	Angela Johnson

3. BOARD MEMBERS ABSENT:

Willie Stone

4. MEMBERS OF THE AUDIENCE:

None

5. APPROVAL OF SEPTEMBER 19th, 2023, MEETING MINUTES:

Richard Hazel made a motion to approve minutes, Shaun Debois seconded. Motion passed.

6. APPROVAL OF SEPTEMBER 2023 FINANCIAL STATEMENTS:

Shaun Debois made a motion to approve financial statements, Richard Hazel seconded. Motion passed.

7. SUPERINTENDENT'S REPORT: See attached report.

Topic: Jordan Water Tank
Discussion: Ted attempted to call several times to schedule cleaning for the Jordan water tank. His calls have not yet been returned.
Conclusion: Ted will continue to try to schedule the cleaning.
Topic: Hydrant Repair
Discussion: The parts for the hydrant repair are back logged about 9 weeks.
Conclusion: N/A
Topic: Vacant Water Operator Position
Discussion: Jake resigned; his last day was Friday, October 13 th . The position is advertised. While discussing Open Items, this topic was revisited as noted below. If/When applications are received, a special board meeting may be called to conduct interviews.
Conclusion: N/A

8. PRESIDENT'S REPORT:

Topic: Government Funding, COVID money
Board Discussion: 7/18/23 Danny is trying to obtain government funding. If received, the funding can offset expenses of reducing water loss. 8/15/23 No updates. 9/19/23 No updates. 10/17/23 No updates.
Conclusion: Danny will provide updates as he obtains information.

9. OPEN ITEMS:

Topic: Consult an Attorney about Bylaws, Official Vote
Discussion: 8/15/23 There is a question as to what constitutes a proper vote according to the bylaws. Danny wishes to consult a lawyer to determine what consists of a quorum; is it 51% of all members, of all members present, or of the Directors? This must be resolved prior to the next election of Board Members. 9/19/23 Danny will consult an attorney regarding the bylaws, specifically how to obtain the required vote. 10/17/23 Danny consulted Roger Morgan, Attorney, about the bylaws. Danny does not believe we can get the appropriate number of people for a quorum; we need approximately 253 people to vote for a quorum. Danny wants to change the bylaws to give the board the power and authority to change the bylaws. Comment was made that if you get the number of required votes to change the bylaws, then you have the appropriate number of people required for a vote; therefore, there would be no need to change the bylaws giving the board the power and authority to change the bylaws. It was also noted that giving five people complete power to change bylaws contradicts the purpose of having an association.
Conclusion: No action will be taken, and no decisions will be made until the attorney returns with an official recommendation.
Topic: Comp Time
Discussion: 9/19/23 Questions were raised about the use of Comp-Time (CT) for a small Not-For-Profit organization. This topic will be discussed at the meeting with the attorney. 10/17/23 Danny relayed that Roger Morgan, Attorney, suggested having the 2 nd Water Operator work a different 40-hour shift to cover weekends and then pay Over-Time (OT) should anyone be required to work outside the normal 40 hours. There was discussion about a person without a license not being able to work over

<p>the weekend if he/she is not licensed; he would need to work under Ted's supervision until he has attained credentials. There was further discussion about financial efficiency and best interests of Brunner Hill Water Association should always be kept in mind. Is paying OT at 1.5 times regular pay more efficient than granting CT, time off later, at regular pay? And is there a minimum number of paid hours (CT or OT) for being required to work outside the normal Monday thru Friday? This topic evolved into discussion about the association's debt and the fact that the only debt the association currently has is for the addition of the Jordan tank/system and about the fact that the benefits package for employees does not include healthcare or retirement plan.</p>
<p>Conclusion: This topic is tabled until after the attorney returns with an official recommendation.</p>
<p>Topic: January's Election Notices</p>
<p>Discussion: 9/19/23 Danny intends to contact the attorney tomorrow, September 20th, to schedule a meeting with the attorney. 10/17/23 The board had much discussion about what information to put on the ballot. The members discussed putting the option to change the bylaws on the ballot and/or the option to designate a proxy on the ballot in addition to board member election information. There was also a suggestion to offer each member a \$5.00 credit on the water bill to return the ballot.</p>
<p>Conclusion: This topic is tabled until after the attorney returns with an official recommendation.</p>

10. NEW BUSINESS:

None.

11. PUBLIC FORUM:


No comments.

12. ANNOUNCEMENTS:

The next regular board meeting will be held on November 21st, 2023, at 7:00 p.m. at the water office.

13. ADJOURNMENT: Richard Hazel motioned to adjourn; Shaun Debois seconded. Motion passed. The meeting adjournment time was 8:29 p.m.


 Angela Johnson, Secretary


 Danny Woods, Board President

SUPERINTENDENT'S REPORT

SEPTEMBER 2023

- Jordan tank scheduled to be washed in October, date pending.
- Repairer is still awaiting correct parts for hydrant repair.
- The two chlorinator heads have been repaired and received.
- The dig sites for bore on Hwy 177 repaired, seeded and strawed. We are awaiting the return of our \$1,000 bond.
- We repaired, seeded and strawed the dig site for the service line installation on River Road.
- Raising meter boxes.
- Several fire hydrants and boxes have been painted.
- Flushing continues.
- Mowing and weed eating continues.
- Reading meters on September 23-27.
- Lawn mower repaired.
- Bearings on trailer repaired.
- We are accepting applications for a Water Operator.