

BLUFF DALE WATER SUPPLY CORP
Monthly Board Meeting
December 20, 2023

Recitation of Authority

Bluff Dale Water Supply Corporation's monthly board meeting was held December 20, 2023, at 6:00 pm. at the Bluff Dale Community Center, 175 Holt St., Bluff Dale, Texas 76433.

Quorum

The Officers present at such meeting were:

DENNIS MCNAUGHTEN – PRESIDENT
FRANK MADDY – VICE PRESIDENT
DEBORAH MORRIS – SECRETARY/TREASURER
RICHARD SKINNER – DIRECTOR
LANELL MCNAUGHTEN – DIRECTOR

Lou Stone were not able to attend.

Members Present: RV Park: Zane Cole & Janice McClaren

Quorum was present. Dennis called the meeting to order at 5:56 pm.

RV Park supervisors Zane Cole and Janich McClaran wanted to discuss the master meter the PUC has defined as a business and is required to have a master meter due to having 15 RV hookups.

LaNell made motion to allow the RV park to purchase a membership for an additional residential meter and split their water line to a separate meter and line, for each 8 meters. Richard seconded motion and motion passed 5 – 0.

Minutes:

The minutes were emailed to the Board in advance of the meeting for November 15, 2023. Richard made a motion to approve the minutes as presented. Frank seconded the motion. Motion passed 5 – 0. No questions or comments were presented.

Financials:

The November financial reports were emailed to the Board in advance of the meeting. No questions were presented. Richard made a motion to accept the financials as presented. LaNell seconded the motion. The motion passed 5 – 0.

Director's Report:

Director's Report for November 2023 was emailed to the Board in advance of the meeting. Richard made a motion to accept the Director's report as presented. La Nell seconded the motion. Motion carried 5 – 0.

Old Business**Well Project:**

Bids were received on the drilling of the new well. Dowell was the lowest bid. Frank made motion to accept the bid from Dowell Drilling in Stephenville. Richard seconded the motion. The motion passed 5 – 0.

Dennis stated the state will loan us the additional amount we need to drill the new well since prices have gone up. The additional amount would be approximately \$195,000. Dennis asked the Board if they would entertain motion to use \$100,000 of the amount in the Logic operating account #5023994. Richard made a motion to use \$100,000 of the operating account to pay down on the amount of the additional cost for drilling the new well. Frank seconded the motion and the motion passed 5 – 0.

New Business**Budget for 2024**

The Budget draft was sent to the Board by email and presented at the meeting. Lanell made a motion to accept the 2024 budget but to include a motion to give JT Morris and Deborah Morris a 3% cost of living raise. Richard seconded the motion and motion carried 5 – 0.

Authorization for Applying for additional loan for Well #2:

Frank made a motion to give Dennis the authorization to apply for a loan for the additional cost to drill Well #2. The deadline for applying for the loan is December 31, 2023. Richard seconded the motion and motion carried 5 – 0.

Deborah to check with Steven Walden about getting a grant that would not have to be paid back.

Lease or Purchase of Groundwater Rights New Well:

Dennis spoke with Don Wright regarding purchasing or leasing 50 acres of his groundwater rights for the new well.

Question: How many acres would be needed. Deborah to call Debbie at Middle Trinity.

Don Wright asked if it would affect him being able to drill a well or if he sells the land for anyone to drill a well. Dennis told him yes.


Dennis stated he searched for a guideline to purchasing or leasing groundwater rights, but nothing was available. Board to present to Don Wright \$500 an acre.

The next Board meeting will be on January 17, 2024, at 6:00 pm at the Bluff Dale Community Center.

LaNell made the motion to adjourn the meeting. Deborah seconded. Motion carried 5 – 0.

The meeting adjourned at 6:59 pm

DATED: December 20, 2023



DEBORAH MORRIS, Secretary/Treasurer

APPROVED:



DENNIS MCNAUGHTEN, President

BUDGET/COST OF SERVICE ITEM	2021 Actuals	2022 Actuals	2023 Actuals	2024 Adopted
Well #2 Project Construction	\$52,214.13	\$27,400.42		
Application Fee/Title Fee	\$6,519.63	\$0.00	\$200.00	
Total Well #2 - Project Construction	\$58,733.76	\$27,400.42	\$200.00	
Late Fees	\$0.00	\$29.23	\$5.05	
Fuel Surcharge	\$50.53	\$73.65	\$65.18	\$70.00
Water Line Materials	\$4,699.14	\$478.23	\$90.50	\$500.00
Bank Service Charges (Bank Account Service Fee, Bad Check Charge)	\$104.40	\$80.00	\$55.00	\$60.00
Chlorine	\$1,099.36	\$1,228.50	\$1,122.65	\$1,200.00
Computer and Internet Expenses (Computer Supplies Off The Shelf)	\$355.00	\$733.00	\$1,036.98	\$1,500.00
Contract Labor (Payroll Expenses)	\$25,351.00	\$26,755.00	\$21,662.00	\$22,200.00
Dues and Subscriptions (Subscriptions and Membership Dues)	\$1,065.95	\$1,729.82	\$771.34	\$1,000.00
Seminars/Conferences		\$617.11	\$400.00	\$600.00
Electric Bill	\$2,545.52	\$3,002.05	\$3,051.08	\$3,200.00
Equipment Rental	\$0.00	\$850.00	\$500.00	\$500.00
Freight and Shipping Cost (Freight Cost and Shipping Cost for Delivery)	\$39.11	\$122.11	\$56.99	\$100.00
Fuel Trip Charge	\$50.00	\$182.50	\$160.00	\$160.00
Insurance Expense	\$4,707.00	\$4,886.11	\$6,063.00	\$6,500.00
Lab Testing	\$537.28	\$891.50	\$1,165.10	\$1,500.00
Legal and Professional	\$1,903.25	\$6,825.00	\$6,875.00	\$15,000.00
Loan Interest (TWDB Both Loans)		\$13,529.00	\$13,426.75	\$13,322.00
Meter Supplies (Parts and Supplies for Meter Inventory)	\$1,000.00	\$456.17	\$563.50	\$1,000.00
Office Supplies	\$125.99	\$139.59	\$813.78	\$1,000.00
Postage and Delivery (Postage, Courier, and Pickup and Delivery Service)	\$632.00	\$560.00	\$350.13	\$500.00
Repairs and Maintenance(Incidental repairs and maintenance)	\$0.00	\$752.63	\$63.31	\$500.00
Terrorism Risk Insurance	\$34.00	\$26.34	\$74.00	\$80.00
Texas 811	\$52.10	\$104.25	\$43.70	\$100.00
Water Well Supplies	\$0.00	\$1,190.39	\$853.87	\$1,000.00
Asset Management Capital Revenue Funding	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Proposed TWDB Annual Debt Service (\$490,000.00)	\$4,530.15	\$10,000.00	\$10,000.00	\$15,000.00
Proposed TWDB Annual Debt Service (\$152,000.00)	\$3,702.19	\$5,000.00	\$5,000.00	\$5,000.00
Required TWDB Reserve Fund (30203.97)	\$2,781.96	\$29,603.64	\$29,603.00	\$29,603.00
TOTAL	\$119,099.69	\$112,642.60	\$79,468.91	\$96,592.00

Don McMan