

**SILVER CREEK VILLAGE WATER SUPPLY CORPORATION**  
**Minutes of the Board of Directors Meeting**  
**20 November 2024**

**Meeting called to order:** 1:00 pm by Tim Smith, Vice-President

**Present:** Vice-President Tim Smith, Secretary/Treasurer Paul M. Miller, Members-At-Large Barry Dawson and William (Butch) Cain, Assistant Business Manager Mary Ann Pennington, Water System Operator Joey Krueger.

**Guests:** Laura Holst, Don Dawkins (Representing the SCVPOA)

**Absent:** Assistant Water System Operator Jay Everett, Business Manager Stacy Brown.

**Invocation:** Given by Tim Smith.

**Order of Business:**

**Minutes:** The minutes from the October Board meeting were approved.

**Ops Report:**

Joey Krueger gave the Ops Report. He installed two new meters. The inventory is current. We have 5-7 meters on hand. They have caught up with production.

Butch got the WRT people moving. Joey talked with the area rep. He thinks the filter is still covered by warranty.

About to run out of chlorine. Joey needs a clear 55 gallon drum. The chlorine Vendor no longer supplies our area. Still waiting for response from other vendors. Butch asked if we need a backup pump – Joey will check. That can wait. Joey can rebuild most parts, just not motors.

We need insulation for the exposed pipes at the water treatment plant. Three feet of 8" foam is \$47. We need 4" and 6". Well 7 is insulated.

Need a heater for the WRT building. The one we have needs a thermostat.

Joey will pick up our debit card. A transfer of funds (like from checking to debit card) will require two signatures. He gave Tim the AmEx card to give to Stacy.

Explained the meter replacement program to Guests.

We need to establish accounts with Master Meter and Ferguson.

We do not know what RVS actually does. The Business Manager should have an understanding of that.

Discussed electronic billing/notifications. Mary Ann reported that 40 members use ACH payments. NextPay charges \$2.50 for each electronic payment. If fewer than 40 people pay electronically, we pay the difference to \$100.

Discussed building on POA property. Butch discussed previous and developing plans for putting the SWTP building on POA property. Building will be apx 25' X 30' with a 1500 gal storage tank. Proposed placing it behind Marshall's shed. Do not need a generator there. Discussed all the contact people at state agencies associated with the SWTP. Further discussion

of SWTP proposal and history.

We discussed the relative costs for SWTP and resulting monthly payments (again). They are difficult to pin point because the starting point is difficult to determine.

### **Financial Report:**

Mary Ann Pennington gave the financial report.

We discussed the American Express bill. There was considerable other discussion of expenses and budget. According to the Profit and Loss for October, Clint was paid \$2000. Should be \$1000 plus his hours. Stacy will pay AmEx as much as possible in December.

Discussed procedures to follow for past-due bills. Including ways to collect past due accounts. The Tariff has directions on what reports are needed and forms for typical correspondence. It does not describe who will do it. It was resolved that we must follow the directions in the Tariff. Paul read the applicable portions of the Tariff. We need to ensure we are operating in compliance with our directives (By-Laws and Tariff). The Tariff has sample letters covering most situations. Perhaps we need to institute procedures for new hires – e.g. familiarize yourself with our By-Laws or review items on the SCVWSC web page. That applies to the Board of Directors also.

Other bills that are due the first of the year include Property Tax, Insurance, Income Tax (later), SAMS, USDA loan, salaries (BM, Oper, Assist BM, Assist Oper). We will not recover payment for items listed on the SWTP that we have already paid. Tim will ask Stacy to find out what SAAMS does for us.

Tim reported that he is keeping track of who he talks with concerning SCVWSC business, what they discussed and their contact information.

### **Old Business:**

TWDB wants specific information about our methods of obtaining our counselors for the SWTP. There was considerable discussion on TWDB requirements and how we could get that information.

Tim believes the \$200 estimate for the base rate to pay off the TWDB loan is too high. He said he computed the numbers and it was a maximum of \$160 at the most, more likely \$130. But he started with a base of \$97/month, not the current rate.

Discussed election procedures. Barry is in charge of them. Discussed the timeline for the Annual Member's meeting. Barry will work on solicitation letter. Did not have the updated election procedures, ballot, director application form, meeting packet, or the meeting notice. Barry wants to reduce the Application for a Director's position to one page. He intends to use more e-mail. He also wants to streamline the procedures, especially the communications.

### **New Business:**

We have no proposed budget for 2025. We might have one for the December meeting.

Barry moved we elect Tim Smith as President of the Board of Directors and Barry Dawson as Vice-President. Paul seconded the motion. Motion passed.

**Member Input:**

There being no other business to discuss, Paul moved we adjourn. Butch seconded the motion, all agreed.

**Meeting adjourned @ 3:30 PM**

**Next Meeting: Wednesday, 18 December 2024, 12 PM (noon), at the SCVWSC Office.**

Any recommendations for agenda items should be forwarded to Paul M. Miller no later than a week before the meeting.