

JONESTOWN WATER SUPPLY CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, MARCH 9, 2021, VIA VIDEOCONFERENCE

1. Call to order.

President Gregg Newcombe called the meeting to order at 7:03 p.m.

Board members present: Gregg Newcombe, John Riddle, Liane Popham, Tim Hawkins, Don Swayne, Nadia Wills, Amy Fitzgerald, Dave Stewart and Bruce Covill.

Board members absent: None.

Staff present: John Tichi.

Members present: None.

Others present: None.

General Manager Tichi notified the board that Karissa Kornegay is stepping down from taking minutes and will be replaced by Rachel Austin, who does minutes for the City of Jonestown. He briefly discussed how future meetings may be handled with the lifting of the mask mandate, noting in-person meetings may resume in May or June still using Zoom to allow members to participate in meetings. Meetings will continue to be recorded. The office will open tomorrow, observing social distancing and mask wearing when moving about.

1.A. Set Date of Next Regular Meeting – April 13, 2021

President Newcombe noted the next regular meeting will be April 13, 2021, at 7:00 p.m. The annual meeting will be Monday, April 19, at 7:30 p.m.

2. Members and/or Public Comment.

There were no public comments.

3. Approve Minutes

a) Regular Meeting minutes of February 9, 2021.

Tim Hawkins moved to approve the minutes, seconded by Nadia Wills. The motion passed, with Liane Popham abstaining.

4. Financial Matters.

a) Secretary's Treasurer Report.

Secretary/Treasurer Popham gave no report.

b) Approve Bills, Invoices and Other Payables.

General Manager Tichi noted that, moving forward, payables will be distributed with the regular packet on Thursday. Members discussed expenses due to winter storm damage and possible sources of reimbursement. Tichi estimated the expenses would not exceed \$50,000. Don Swayne moved to approve the bills, invoices and other payables as presented, seconded by Bruce Covill. The motion passed unanimously.

- c) Discuss/Approve Budget Amendment(s).
 - 1. John Tichi performance bonus & associated expenses
This item will be tabled until the Raw Water Line Committee is ready.

5. President's Report Concerning Corporate Affairs.

First, President Newcombe reported he and Directors Popham and Covill came together to create a crisis compensation plan for the team, noting Jonestown Water Supply members were without water less time and under boil water notice for less time than most Texas residents. For the field team, the first 60 hours of the 8-day crisis window was paid as regular time, the next 12 hours as time-and-a-half, and the remainder as double time. Bonuses of \$750 were given to the office team. President Newcombe recognized General Manager Tichi's outstanding performance during the crisis and the directors agreed to a \$2,000 bonus for Tichi.

Next, President Newcombe reported he and Mr. Tichi continue to work with CoBank regarding a potential loan for the proposed project.

Newcombe noted he has reviewed the Initiative Road Map and made some updates. Initiatives deemed important will be added and followed to completion.

Lastly, President Newcombe mentioned the corporation has a new website.

6. Staff Report Concerning Operations and Management.

a) General Manager.

General Manager Tichi reported the weather crisis delayed some activity; pressure testing will be done at South Jonestown Hills this week; no new progress on the alternative capacity; regarding the Freeze Report, Tichi noted a major weakness in getting information out to members and showed the directors a preview of the new website which will enable alerts and messages to be easily sent. Reactivation of the Crisis Committee and possible future interconnects with other entities were mentioned.

b) Office Manager.

No report was given.

7. Committee Reports

a) Large Project Committee: Project is on hold until we get through the raw water line.

b) By-Laws & Policies Committee: No report was given.

c) Raw Water Line Project Committee: No report was given. General Manager Tichi noted TCEQ will be sending a letter approving the project.

d) Credentials Committee: No report was given.

8. Old Business.

There was no old business.

9. New Business

a) Discuss/Approve Resolution Declaring Elected Unopposed Candidates of Jonestown Water Supply Corporation

General Manager Tichi explained that three board positions were up for election: Director

Amy Fitzgerald filed for her position, Director Tim Hawkins wishes to remain on the board but did not file by the deadline, and Director Popham wishes to step down and did not file; therefore, all three positions are unopposed. Tichi read the resolution declaring unopposed candidates elected. Director Riddle moved to pass the resolution as read, seconded by Director Stewart. The motion passed unanimously.

[Note the agenda order was changed to address Item 9.c. at this time]

- c) Discuss/Approve Resolution Amending Director Appointment Policy
General Manager Tichi explained the modifications to the policy and took questions from the directors regarding the process for appointments. He then read the resolution. Director Covill moved to approve the resolution as read. Director Fitzgerald seconded the motion. The motion passed unanimously.
- d) Discuss/Approve Resolution to Amend Tariff
General Manager Tichi noted the tariff was amended at the last meeting; the amended tariff must be filed with the Public Utility Commission, which requires the changes be filed in the form of a resolution. Tichi read the resolution, after which Director Riddle moved to approve the resolution as read. Director Popham seconded the motion. The motion passed unanimously.
- b) Finalize and approve the agenda and meeting packet for the Annual Membership Meeting on April 19, 2021.
Director Stewart moved to approve, seconded by Director Wills. The motion passed unanimously.

10. Adjournment.

Director Popham moved to adjourn the meeting, seconded by Director Hawkins. The motion passed unanimously. President Newcombe adjourned the meeting at 8:33 p.m.

Minutes recorded in type by Rachel Austin.

PASSED AND APPROVED AT THE REGULAR MEETING HELD ON APRIL 13, 2021.



Gregg Newcombe, President

ATTEST:

Liane Popham, Secretary