

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
February 14, 2023**

The Cypress Springs Special Utility District Board of Directors met Tuesday, February 14, 2023, in the Board Room of the Cypress Springs Special Utility District Office located at 114 FM 115 for their monthly meeting.

Directors Present: President Neuman Browning, Vice President Larry Daniel, Secretary Treasurer Lloyd Parker, Director Richard Starek, Director Chad Neal, Director Jerry Hammond, Director Todd Jagers, Director Brad Sears, and Director Richard Hughes

Directors Absent: Director Rex Tillery and Director Jack Kemp

Also Present: General Manager Kevin Spence and Office Manager Jean Sparks, Attorney Larry Fleishman
Public attendance consisted of: No Attendance

Invocation: Secretary Treasurer Lloyd Parker

Public Comment: No Visitors Present

President Neuman Browning asked if everyone had read the Minutes from the January 10, 2023, Board Meeting. After reviewing the Minutes, a motion was made by Vice President Larry Daniel and seconded by Director Jerry Hammond to approve the Minutes from January 10, 2023, as written. Motion carried with no dissent.

President Neuman Browning asked if the Board had reviewed the Treasurer's Report and were there any questions. A motion was made by Director Richard Starek and seconded by Director Todd Jagers to approve the Treasurer's Report as shown. Motion carried with no dissent.

President Neuman Browning asked if everyone had reviewed both the Aged Payables and the Petty Cash Checking Account. A motion was made by Secretary Treasurer Lloyd Parker and seconded by Director Chad Neal to approve the Aged Payables and to replenish the Petty Cash Checking Account to \$20,000.00. Motion carried with no dissent.

Manager's Reports / Unfinished Business:

President Neuman Browning announced former Cornersville WSC board president, Burk Bullock was in a car crash and did not survive.

Manager Kevin Spence reported two of the Ford Maverick trucks are being built. One of them should be delivered within the next month and the other is in the process of being built with delivery date unknown at this time. Will be selling two trucks to be applied towards the Maverick trucks. The two trucks that were in the shop have been repaired and returned to service.

Manager Kevin Spence reported the power outages have caused problems with several of the phones in the office. When calling for replacement phones/parts we found out the current phone system has been discontinued so parts and repairs will become unavailable. Peoples who currently manages the phone system is sending in a bid for a new system along with Cross Country Communications.

Manager Kevin Spence reported the 12" line upgrade North of Mount Vernon was submitted to Hayes Engineering for review and estimated costs. See report copy of the cost breakdown with the cost estimate coming to around \$520,000.00.

Manager Kevin Spence reported the office generator would not crank during the last ice/cold weather storm at the end of January. The office lost power for over 40 hours causing the office to close due to cold temperatures ½ of Tuesday and all of Wednesday. Bohlken Electric inspected the generator since it was tripping the breaker that runs the vaporizer/block heater and battery tender and is locating the parts for repair.

Manager Kevin Spence reported Cornersville WSC had a well go down due to iced tree limb falling and pulling electrical wires loose. Was able to bypass water to their second well and called an electrician for repairs. Pickton WSC lost power and the generator came on but would not engage the well. Electrician was called and repairs were made.

Manager Kevin Spence reported no financial updates.

Manager Kevin Spence reported January 31, 2023, Jacki Brown with Rural Development, completed the onsite visit portion of the application process. Have not heard back on the status of the application since.

Manager Kevin Spence reported starting the meter change out process with new scanner from Master Meter to the new AMI Kamstrup meters. Are in the process of ironing out the transfer of data from the scanner to CUSI/UMS.

Manager's Reports / New Business:

President Neuman Browning read the Oath of Office for Larry Daniel, Todd Jagers, Jerry Hammond, and Chad Neal. Reported all Oaths of Office were done making Director Larry Daniel, Director Todd Jagers, Director Jerry Hammond, and Director Chad Neal re-elected.

Attorney Larry Fleishman then asked for nominations for Officers for President, Vice President, and Secretary Treasurer. Director Larry Daniel motioned to keep current President Neuman Browning, in which he rescinded. After discussion a motion was made by Director Neuman Browning and seconded by Director Lloyd Parker to nominate Director Larry Daniel for President, a motion was made by Director Larry Daniel and seconded by Director Chad Neal to nominate Director Richard Starek as Vice President, a motion was made by Director Richard Hughes and seconded by Director Larry Daniel to keep Lloyd Parker as Secretary Treasurer. Motions carried with no dissents.

President Neuman Browning strongly encourages to do a yearly manager evaluation. Starek was appointed to form a committee to evaluate the General Manager Kevin Spence and do so under executive session.

Manager Kevin Spence reported bids have come in for everything needed to install the pumps at the South Plant. Would like to permanently move/reroute approximately 400 connections from the South Plant to the North Plant to help the South Plant last longer and would satisfy the TCEQ alleged violation. That would allow the money needed to install the pumps at the South Plant to be use towards building the elevated tank on the one acre parcel we purchased for that purpose of land.

Manager Kevin Spence reported the TRWA Rural Water Conference and Water Day at the Capital is March 29-31, 2023, in Austin. Delegate and alternate delegate need to be appointed. Neuman Browning was appointed Delegate and Lloyd Parker was appointed as Alternate Delegate. General Manager Kevin Spence, Office Manager Jean Sparks, and Bookkeeper Raegan Swann will be arriving that Monday, to attend a scheduled meeting with the Texas State Library and Archives Commission on Tuesday morning.

There being no further business a motion was made by Vice President Larry Daniel and seconded Director Todd Jagers to adjourn the meeting at 6:15 PM. Motion carried with no dissent.

Approved

Date