

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
October 12, 2021**

The Cypress Springs Special Utility District Board of Directors met Tuesday, October 12, 2021 in the Board Room of the Cypress Springs Special Utility District Office located at 114 FM 115 for their monthly meeting.

Director's Present: President Neuman Browning, Vice President Larry Daniel, Secretary Treasurer Lloyd Parker, Director Richard Starek, Director Jack Kemp, Director Jerry Hammond, Director Rex Tillery,

Director's Absent: Director Todd Jagers, Director Richard Hughes and Director Chad Neal

Also Present: General Manager Kevin Spence and Office Manager Jean Sparks

Invocation Given by Vice President Larry Daniel

President Neuman Browning asked if everyone had read the Minutes from the September 14, 2021 Board Meeting. After reviewing the Minutes, a motion was made by Director Jack Kemp and seconded by Director Richard Starek to approve the Minutes from September 14, 2021 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 Vice President Larry Daniel and seconded by Director Jerry Hammond 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 Director Rex Tillery and seconded by Secretary Treasurer Lloyd Parker to approve the Aged Payables and to replenish the Petty Cash Checking Account to \$20,000.00. Motion carried with no dissent.

President Neuman Browning asked if there are any public comments. No visitors present.

Manager's Reports / Unfinished Business:

Manager Kevin Spence reported Harmony Software upgrade is scheduled for December 14 & 15, 2021. They will be coming onsite to train field techs and office. They have assured us it will be a smooth upgrade.

Manager Kevin Spence reported Hayes Engineering is working on a proposed cost for possible plant upgrade.

Manager Kevin Spence reported having 2 different contractors cancel pouring the additional footage for the concrete pad to fit both the office generator and propane tank along with the apron at the plant.

Manager Kevin Spence reported Pickton WSC and Cornersville WSC agreements are going well. Met with Pickton WSC and Stan Hayes with Hayes Engineering on September 20, 2021 to look at another property for them to purchase for their booster station.

Manager Kevin Spence reported construction account is still growing. Did use this account to purchase new truck last month.

Manager Kevin Spence reported after some difficulty of finding someone who builds truck beds, was able to find Chris Attaway in Boyd, TX that will build a truck bed to our specifications. Was able to put a down payment down for him to get started on the job.

Manager Kevin Spence reported having trouble getting materials. Having to use old style meter boxes since new one's are on back order and got 1 roll of tubing that is used to connect new line taps to our line came in but remaining order still has not arrived.

Manager Kevin Spence reported setting new 2" water meter and 6 additional water meters for RV park on FM 3122. Also had another developer contact office about putting in an RV park and mini cabins on CR 4105.

Manager's Reports / New Business:

Manager Kevin Spence reported meeting with HUB International, which is a private plumbing insurance company. The customers that participate in this program would contact them if they had a claim for issues on their personal water lines. Mentioned would pass the information along to you, the board, but recommended they contact the local POA's. With the new HB 872 it will not allow us to give them our customer information and we do not handle anything on the customer's side.

Manager Kevin Spence reported purchasing a thermal drone for leak detection. With our large rural service area, we are not able to walk all our water lines. This drone can detect just a few degrees differences in temperatures to find leaks, has a 4k high-definition camera to take videos or pictures, withstand 40 mile an hour winds and when battery is low will return to docking station. The drone will also be helpful and used to inspect our tanks, latches, ladders and other difficult to check places.

Manager Kevin Spence opened discussion about HB 872 and shut off fees. With the new HB 872 and upgraded software system, CUSI/UMS, it effects the way we charge, collect and shut off accounts for non-payment. After discussion, a motion was made by Vice President Larry Daniel and seconded by Director Richard Starek to approve charging a flat rate of \$50.00 once the shut off registry is created for any account on the registry that has not paid their past due in full with no after hour or weekend reconnects. Motion carried with no dissent.

There being no further business a motion was made by Vice President Larry Daniel and seconded by Director Jack Kemp to adjourn the meeting at 6:30 PM. Motion carried with no dissent.

Approved

Date