

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

The Cypress Springs Special Utility District Board of Directors met on Tuesday, November 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 Larry Daniel, Vice President Richard Starek, Secretary-Treasurer Lloyd Parker, Director Jerry Hammond, Director Brad Sears, Director Chad Neal and Director Rex Tillery, Director Neuman Browning, Director Richard Hughes, Director Todd Jagers and Director Jack Kemp

Directors Absent: n/a

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

Public Attendance Consisted of: n/a

Public Comment: n/a

President Larry Daniel asked for a motion and a second to approve consent items. A motion was made by Director Jack Kemp and seconded by Director Jerry Hammond to accept the Minutes from October 10, 2023, as written, Treasurer's Report and Aged Payables/Replenish Petty Cash Checking to \$20,000.00. Motion carried with no dissent.

Manager's Reports / Unfinished Business:

Manager Kevin Spence reported maintenance work started at the East Plant on October 25, 2023, and one of the two clarifiers was completed. Water Utility Maintenance then proceeded to the North Plant to commence work on the clarifier and ground storage. After completing this work, they will return to the East Plant to sandblast and coat the other clarifier. During the maintenance work at the North plant, it was determined that the seven baffles and the hardware required replacement instead of repair.

Manager Kevin Spence reported the field personnel have been using the hybrid Maverick until the 2019 Chevrolet truck is repaired. Afterward, the hybrid Maverick will be added to the plant fleet.

Manager Kevin Spence reported receiving a bid of around \$57,625.00 for the repairs for the South Plant clarifier which has been scheduled for repairs as soon as possible.

Manager Kevin Spence reported Secure Vision of America Inc., from whom we purchased the Kamstrup meters, has been sold to Ferguson Enterprises LLC (Ferguson), a larger company, although the staff will remain the same.

Manager Kevin Spence reported Cornersville WSC has completed laying the fill line to the elevated tank for well one. The next step is to connect it to the 6-inch water line at Highway 11. This month, we installed a few meters for them, including one on a highway bore. Pickton WSC has had a routine month.

Manager Kevin Spence reported money was transferred into the construction account. A few draws will be taken to pay for the repairs of the water plant, a new elevated tank, and the laying of an 8" water line leading to the elevated tank.

Manager Kevin Spence reported still waiting to get the final design prints sent and approved by TCEQ for the approved North Plant upgrades for Rural Development Grant Loan.

Manager Kevin Spence reported the annual District 11 Meeting was held in Emory. Around 40 people attended the event, which provided a great networking opportunity. Unfortunately, TRWA canceled their speaker at the last minute due to a scheduling conflict, leaving the event without a speaker this year.

Manager Kevin Spence reminded the board the December Board Meeting has been moved to Thursday, December 14, 2023.

Manager’s Reports / New Business:

President Larry Daniel asked for a motion to order the election. A Motion was made by Director Rex Tillery and seconded by Director Todd Jagers to order the election for February 3, 2023. Motion carried with no dissent. The deadline to file an application for place on the ballot for Board of Director will be December 4, 2023, at 4:30 at office location 114 FM 115 Mount Vernon TX.

Manager Kevin Spence reported the agreement with the Franklin County Recreational Facility is up for renewal. After a discussion, a motion was made by Director Jerry Hammond and seconded by Director Todd Jagers to approve the renewal of Franklin County Recreational Facility for another year, as the 2018 agreement states with the donation of up to 7,500 gallons a month / 90,000 gallons of water a year. Motion carried with no dissent.

Manager Kevin Spence reported receiving prices for New Media for all the filters at the East Plant. Additionally, looking at a product made by Blue Earth that can chemically clean all the media. The estimate for the New Media is around \$35,000, not including delivery or labor/downtime. On the other hand, Blue Earth estimated around \$34,000 for chemically cleaning all the filters.

Manager Kevin Spence reported on November 6, 2023, Jean Sparks, Raegan Swann, Dakota Shelby, Dillon McAddo, and I, participated in a pilot cyber security study with the National Rural Water Association. The purpose of the pilot study is to assess the need for strengthening cyber security among rural water systems. In response to the recommendations, we are taking all necessary measures to enhance our cyber security. Raegan Swann will be our representative and will work closely with a coach to identify and strengthen any potential vulnerabilities.

Manager Kevin Spence reported David Weidman, with Sulphur River Basin Authority, expressed interest in converting the shop building in the back or storage room at the end of the hall into an office. I told him I would present his request to you, the Board. After discussing the matter, the Board decided not to lease or convert the space to anyone. They suggested that Wafford's new building on Highway 37 might have office space available upstairs.

Other Business That May Arise:

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

Approved

Date