

**MINUTES FROM THE  
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT  
BOARD MEETING  
August 10, 2021**

**The Cypress Springs Special Utility District** Board of Directors met Tuesday, August 10, 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 Joyce Weatherford, Director Jack Kemp, Director Jerry Hammond, Director Rex Tillery, Director Todd Jagers and Director Chad Neal

**Director's Absent:** Director Richard Hughes

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

**Invocation Given** by Secretary Treasurer Lloyd Parker

**President Neuman Browning** asked if everyone had read the Minutes from the July 8, 2021 Board Meeting. After reviewing the Minutes, a motion was made by Director Richard Starek and seconded by Director Jack Kemp to approve the Minutes from July 8, 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 Rex Tillery 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 Joyce Weatherford and seconded by Director Jerry Hammond 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 Hayes Engineering invoice has been paid out of the construction account.

**Manager Kevin Spence** reported meeting with Stan Hayes, Hayes Engineering, to discuss accurate water compliance regarding potential customer on a new development consisting of RV spots, tiny cabins, washateria, a house and an office on CR 4250.

**Manager Kevin Spence** reported scheduling sludge removal in September, that was already budgeted for.

**Manager Kevin Spence** reported UMS billing system seems to be working smoother with less problems, figuring ways to implement our procedures to work with their system.

**Manager Kevin Spence** reported Notice to Developments will be put in the Winnsboro paper starting September 1, 2021 and run for 2 weeks.

**Manager Kevin Spence** reported the county is in the process of hiring a grant writer to handle their COVID relief money and not sure what the status is of the requested donation for the generator for CSSUD plant is at this time.

**Manager Kevin Spence** reported Pickton WSC is still looking for property for their booster station.

**Manager Kevin Spence** reported the CD's renewed automatically at the same terms for another three months. After researching it was best to leave where they were at this time.

**Manager Kevin Spence** reported the Tech Conference in July was good. There were a lot more people and vendors since COVID started last year. There was good, new and different information given.

**Manager Kevin Spence** reported that the office generator pad had been poured with great help from Director Richard Starek. The electrician has been contacted to finish the installation of the generator.

**Manager Kevin Spence** reported still researching the difference between renting or purchasing the propane tank for the office generator. Hopefully will have figures and more information next month to share.

**Manager's Reports / New Business:**

**Manager Kevin Spence** reported Director Joyce Weatherford requested to research what the cost difference would be if we went from the post card bills to mailing bills in envelopes. After researching, the estimated cost increase would be around \$48,000.00 yearly. After casual discussion, was decided to keep the post card bills.

**Manager Kevin Spence** reported as of September 1, 2021, Legislative update House Bill 872, goes into effect, that all customer account information, including account balance, is confidential. There will be a Non-Confidential Form for account holders to sign releasing their information if they wish. The office put on August 16, 2021 penalty notice, will send out mass emails, post on web site, hang signs, and put on bill to notify customers of the new law.

**Manager Kevin Spence** reported all fall Management Conferences have been cancelled after this year. Starting 2022 there will only be the March Annual Convention and two staff training conferences.

**Manager Kevin Spence** reported with new RV parks and mini homes are becoming more popular. The need is approaching to look at developing an addendum to the existing district policy to keep with state regulations concerning these developments.

**Manager Kevin Spence** requested to raise director's pay. After discussion a motion was made by Vice President Larry Daniel and seconded by Director Jack Kemp to raise each director pay per meeting to \$150.00. Motion carried with no dissent.

**Director Joyce Weatherford** spoke how she has enjoyed serving as a director for CSSUD for almost 30 years, starting out at North Franklin WSC and having helped push the merger with CSSUD. Due to husbands' health concerns, she presented her letter of resignation as of August 31, 2021.

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

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Approved

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Date