

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
March 9, 2021**

The Cypress Springs Special Utility District Board of Directors met Tuesday, March 9, 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 and, Director Rex Tillery

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

Also Present: General Manager Kevin Spence and Accounts Receivable Jean Sparks

Invocation Given by Secretary Treasurer Lloyd Parker

President Neuman Browning asked if everyone had read the Minutes from the February 9, 2021 Board Meeting. After reviewing the Minutes, a motion was made by Vice President Larry Daniel and seconded by Director Richard Starek to approve the Minutes from February 9, 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 Director Rex Tillery 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 Jack Kemp and seconded by Director Joyce Weatherford 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 the winter freeze kept our plants running wide open. After hard work from plant operator's working an average of 30 hours of overtime, they were able to keep plants up and going. Had a large leak on the South Plant, that took time to locate and repair with everyone running/dripping their faucets. We did find out there is a need for an additional 200K natural gas generator for the North Plant. If we would have lost power at the North Plant, it would have affected a large number of customers with no water and would have had to send out a boil water notice. The office did adjust hours due to roads not being passable. Monday closed, was a holiday, Tuesday had to close the office, Wednesday and Thursday had a few employees come in from 9:00 A.M to 3:00 P.M., Friday fully open.

Manager Kevin Spence reported during the freezing temperatures, snow and ice was able to keep Cornersville WSC and Pickton WSC in water with no problems.

Manager Kevin Spence reported UMS billing system has been time consuming, but is getting better and are getting the bugs worked out.

Manager Kevin Spence reported February 5, 2021 did close on 1 acre tract of land on Farm Road 115. Did give Mr. Billman current use of property until we start using it.

Manager Kevin Spence reported the pipe and materials has been ordered for laying the water line to fill in the gap needed from FM 3357 to CR 4350 with the money we received from Sabine River Authority Grant.

Manager Kevin Spence reported used money from the construction account to purchase the 1 acre of land on FM 115. Did make deposit into the account still raising the balance. Will be looking for an additional generator in which will use this account to purchase it from.

Manager Kevin Spence reported last month there was discussion about the inquiry about a new development that has requested consideration of setting a single water meter instead of 20 individual standard water meters. After some discussion a motion was made by Director Rex Tillery and seconded by Director Joyce Weatherford to table the request for setting a single meter instead of 20 individual standard meters until next month and add to April's agenda. Motion carried with no dissent.

Manager Kevin Spence reported wanting to do something extra to say thank you and show appreciation to the employees for going over and beyond during the freezing wintery weather. After discussion was agreed to give those employees an extra day off and Director Joyce Weatherford added giving a gift card for dinner for employee and their family to enjoy. All board members agreed.

Manager Kevin Spence reported this year at the Rural Water Con in March, they are requiring a signed waiver to be turned in on each person attending. Copy has been provided to sign.

Manager's Reports / New Business:

Manager Kevin Spence reported all Oaths of Office done making Director Joyce Weatherford, Director Jack Kemp, Director Richard Hughes and Director Richard Starek re-elected.

President Neuman Browning asked for nominations for electing officers for President, Vice President, and Secretary Treasurer. After a discussion time a motion was made by Director Jack Kemp and seconded by Director Joyce Weatherford to keep same officers: Neuman Browning President, Larry Daniel Vice President, and Lloyd Parker Secretary Treasurer. Motion carried with no dissent.

Manager Kevin Spence reported CSSUD 50th Anniversary is coming up May 6, 2021. Some items have been ordered to give away and looking at having an open house with refreshments. Next month will go over ideas with everyone.

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

Approved

Date