WOSSSC BOD Minutes meeting 02-7-15

WHITEOAK SHORES SEWER SERVICE CORPORATION

MINUTES OF MEETING

BOARD OF DIRECTORS

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Date: 02/7/2015

Place of Meeting: WOS Park Office

Meeting Time: 9:00 A.M.

In Attendance: Lois Compton, President, Ed Homan, Vice President, Wanda Hammons, Secretary/Treasurer, Tom Belcher, Jerry Kennedy, Bruce Coleman and Benny Jackson

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1. Meeting called to order by President Lois Compton.
2. President Compton declared a quorum is established. All Board Members present.
3. Motion was made by Bruce Coleman and seconded by Ed Homan to approve the January 17, 2015 Board meeting minutes as presented.

All Board members present approved.

1. Old Business
2. Review WOSOA Items – Tabled until WOSSSC hears from WOS

* Not billing those WOSOA members being foreclosed on by the WOS Board. President Compton has asked for a list of these members and has not received a list from John Tarlton with Junction Management.
* Sharing the electricity on the office. WOSSSC hasn’t received an estimate from Junction Management. Lois asked the Board for discussion. Tom Belcher asked if this would be half the total bill. Lois said she didn’t know. By not knowing what is expected, the Board can’t make a decision. Ed Homan said he had no problem sharing this cost but needs to know what to expect. Benny Jackson stated we need to know as to how it would affect the budget.
* Repair cost shared by WOS and WOSSSC on the office trailer. Discussion, Tom asked what this would include and Lois stated Jeff Hodgson, WOS President, said the trailer needed the roof seal coated. Wanda stated the trailer is over 20 years old and may need major repairs. Tom stated he didn’t mind helping WOS but couldn’t be an open ended funds. The Board needs to know what to expect to make a knowledgeable decision.

Suggestion by Wanda Hammons of maybe paying WOS monthly instead of yearly. She said the budget could handle $100.00 a month.

1. TCEQ Issues

* President Compton hasn’t heard from TCEQ on the appeal. Doug Belzer with TCEQ in Tyler called and informed her he has to wait on TCEQ in Austin, TX and the appeal is in progress.

1. Plant Expansion update

* Fence – Tabled

Discussion by the Board

* Bruce quoted on a metal fence with him donating the labor, the materials will run $2,868.20.

Bruce Coleman will recalculate the price on the fence enlarged from 50’ x 50’ to 65’ x 65’.

* Ed Homan researched a wooden fence.
* Ed called Bryan at Spencer Fence quoted a 65’ x 65’ wooden fence for $1,850.00. Ed talked to Tony Parker and he didn’t know of any fences around plants that wasn’t wooden.
* Ed will check on steel post and spacers for a wooden fence.
* Tom suggested Bruce and Ed recalculate the cost of a metal or wooden fence resized to 65’ x 65’ from a 50’ x 50’ fence. Ed will also contact Bryan with Spencer Fence in cost change to use steel post instead of 4 x 4 wooden treated post.

1. Capps Insurance - adding Sewer & Drain Backup Endorsement to the General Liability Insurance. Approval by the Board via e-mail.
2. Small Fire Safe – Lois Compton reported completed.
3. Transfer fund from General Checking to Rainy Day Fund account – Wanda Hammons reported as completed.
4. Review applications to run for the Board at the Annual Meeting on March 21, 2015 at 1:00 PM. President Compton informed the Board there were three applications received. Two applications arrived on February 3, 2015 and one on February 4, 2015. Applications received were from Bruce Coleman, Lois Compton and Roger Johnson.

Lois Compton explained the 2015 canvasing committee members were voted on after the Annual meeting on March 15, 2014. The 2015 canvasing committee members are James Grimsley, Nancy Perry and Karen Homan. Tammy will notify them.

Annual Meeting Letter was given to the Board to read.

Lois commented that she had not heard from WOS Board member Gunner Grimsley for information on the “Do’s and Don’ts” for the WOS newsletter.

1. Motion was made by Tom Belcher and seconded by Ed Homan to confirm votes by e-mail to issue Christmas bonus, business promotion and purchase the RPZ backflow preventer.

All Board members present approved.

President Compton also thanked Jack Hammons for painting and installing and Bruce Coleman for making the RPZ cover for the sewer plant.

1. New Business
2. Motion was made by Ed Homan and seconded by Tom Belcher to approve the Treasurer’s report as presented by Wanda Hammons.

All Board members present approved.

1. Financial Audit – no report
2. Safety equipment – harness – respirator - Tabled till next meeting.

* Lois and Wanda will check on signs for the plant and both lift stations

1. LFW financial report – Board reviewed the report attached.

1. Monthly reports to TCEQ from Tony Parker, plant operator. For October, November and December. See attached reports reviewed by the Board.
2. Maintenance report – Upper & Lower stations. Board reviewed the attached report.
3. Maintenance report – Pumps, Upper & Lower Stations. Board reviewed the attached reports.
4. Sludge removal – No report. Lois Compton explained Tony Parker, plant operator, suggested the sludge may need to be removed prior to installing the plant expansion.
5. Approval of new Memberships – no new members.
6. Sewer Tap Connections - no sewer tap connections.
7. Open Forum

* Motion was made by Tom Belcher and seconded by Benny Jackson to accept the application received by the sewer office on February 4, 2015 if it was in the post office on the designated time as stated on required date.

All Board members present approved.

1. Next meeting – March 21, 2015 at 1:00 PM

Motion was made by Tom Belcher and seconded by Bruce Coleman to adjourn the meeting.

All Board members present approved.

Respectfully submitted,

Wanda Hammons

WOSSSC Secretary