WOSSSC BOD Minutes meeting 06-06-15 draft

WHITEOAK SHORES SEWER SERVICE CORPORATION

MINUTES OF MEETING

BOARD OF DIRECTORS

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: 06/06/2015

Place of Meeting: WOS Park Office

Meeting Time: 9:00 A.M.

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

Absent: Lois Compton

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Meeting called to order by Vice President Ed Homan.
2. Vice President Homan declared a quorum is established. All Board Members present except Lois Compton.
3. Motion was made by Tom Belcher and seconded by Benny Jackson to approve the April 18, 2015 Board meeting minutes with correction under New Business (m) # IV) remove the word “on”.

All Board Members present approved.

Old Business

1. TCEQ Plant Review update – No report as of date.
2. Plant Expansion update – Ed Homan report the new plant expansion was on line and working. The blue shed will not be moved due to the grounds being so wet. Electric and lines for the chlorine were run from the shed to the plant. Fence, netting and ground maintenance. Tabled
3. Information was received from three or four sources for security cameras. Discussion by the Board for the number of cameras, type of system and locations.

Motion was made by Bruce Coleman and seconded by Jerry Kennedy to proceed with installing an eight camera Night Owl 960H 8 channel security system with DVRs recommended by Jay Simpson a total cost of $1,200.00 with no charge for labor.

All Board members present approved.

1. Lift Stations repair update. No repairs, wrong parts were sent and should start this Monday or Tuesday.
2. OSHA Update Safety Equipment- harness, respirator, tripod, forced air fan and meter.
* Harness, respirator (2 of each) - received for total cost of $946.91
* Multi-Gas personal monitor meter – received for total cost of $610.00. Adrian with Murray will have a class on operation of the meter on Tuesday June 9th at 8:30 AM.
* Tripod – Bruce Coleman reported almost completed.
1. Motion was made by Bruce Coleman and seconded by Tom Belcher to pay WOSOA’s June, 2015 water bill for water used to fill the new sewer plant of $105.39.

All Board members present approved.

1. Annual Meeting move to Yantis Community Center – Tammy Loftis reported the Community Center isn’t taking reservations until September 1, 2015.
2. General Liability Insurance – Wanda Hammons reported a copy of the liability insurance is in the Board’s meeting packet. She explained to the Board the insurance policy has third party coverage.
3. New Business
4. Treasurer’s Report – Wanda Hammons presented to the Board copies of the bank, savings, and CD account balances and a Profit & Loss Report.

Motion was made by Tom Belcher and seconded by Bruce Coleman to approve the treasurer’s report as presented.

All Board members present approved.

1. Storage shed for OSHA equipment – Tabled
2. Installation of electrical pole for the plant meter by Wood Co. Electric is completed.
3. Gravel for drive way and area around the sewer plant – Tabled
4. Mud at upper lift station gate - Ed Homan stated due to an edge on the gate that should be removed. He will get with Jack Hammons to see if cutting off the bottom of the gate will correct the problem.
5. Lights at the lift station – Motion was made by Jerry Kennedy and seconded by Wanda Hammons for Benny Jackson to investigate pricing of lights for each lift station. Bruce Coleman offer to donate the poles for the lights.

All Board members present approved.

1. Lake Fork Water financial report by Tammy Loftis – see report. Also, Lois, Wanda and Tammy met with the Lake Fork Water Board. Lois spoke to LFW Board of options to correct problems WOSSSC are having with some of the payments being collected. The new office manager for Lake Fork Water stated she was working on these problems and would work closely with Tammy Loftis, WOSSSC assistant office manager to see they get corrected. Rachael, LFW office manager, stated WOSSSC sewer payments collected will be paid in the month they are due instead of two months behind. Tammy reported the office has received April and May sewer and special assessment payments in May. Starting in June payments made by WOSSSC members will be received by WOSSSC a few days after the due date on the 15th of each month.

Wanda also stated the office will be sending out letters to the members and real estate agents requesting the office be notified of sale of property or any changes pertaining to the sewer corporation.

1. Monthly report to TCEQ from Tony Parker, plant operator. No report due to construction.
2. Maintenance report for Upper & Lower lift stations – no report.
3. Maintenance report for Pumps in Upper & Lower lift stations – no report.
4. Sludge removal – Three truckloads of sludge was removed for the old plant to get the new plant on line.
5. E-coli sample was taken to Ana-Lab on May 26, 2015.
6. Approve New Memberships – Tammy reported no applications for membership that she can confirm. Members selling their property have not notified the office.
7. Sewer Tap Connections – None
8. Open Forum
9. Edwin “Gunner” Grimsley, WOSOA Board member asked if WOSSSC has had an audit of the WOSSSC accounting. It was reported a review of the books was completed for the purpose of applying for a grant. He explained if WOSSSC hasn’t had an audit by the time WOSOA has its annual meeting, he will get a petition up to be signed by the members requiring WOSSSC to have an audit done. He may volunteer to pay for the audit if the sewer membership petitions for the audit.
10. Next Meeting – July 18, 2015 at 9:00 AM in the WOSOA park office.

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