

Bitter Creek Water Supply Corporation  
Sweetwater, Texas  
Regular Meeting  
Minutes  
February 26, 2018

The regular Meeting of Bitter Creek Water Supply Corporation was convened at 6:00 P.M., Monday, February 26, 2018. Proper notification was delivered to each director, and proper public notice had been posted. Vice President Jamie Witt declared the Meeting properly announced under the Open Meeting Act and a quorum present with six directors attending who were: Scott Lambert, Larry Martin, Rupert Rodriguez, Pat Sadler, Shelly Scherwitz and Jamie Witt. Kathy Arrant, Rick Nelson and Jeff Posey were absent. Also present was Shelly Ragland.

Vice President Witt offered the floor for public input. There was none at that time.

Shelly Scherwitz gave the financial report.

The minutes from the January 22, 2018 Regular Meeting, Memberships, Transfers, Adjustments and the Financial Report were approved by consent agenda. Rupert Rodriguez made a motion to approve which was seconded by Larry Martin. The motion passed 6 for and 0 against.

TCEQ, TWDB or TRWA Business:

1. TCEQ, Testing/Classes – Kyle Bromley would attend class and test for his Class D license in May. Shelly Ragland would test in March for her CSI (Customer Service Inspection) License in March for the final time without requiring a fee to be paid. She would attend and test for her Class C Groundwater License in May.
2. TWDB, Annual Reports – The Annual Reports were in the process of being filed.
3. TRWA, Absentee Ballot – President Jeff Posey would not be able to attend the TRWA Annual Meeting in 2018, therefore BCWSC would send in an Absentee Ballot.

Ms. Ragland informed the board that BCWSC did not receive any bids for ground control at the tank sites, other than the one from Nemir Pest Control. Larry Martin made a motion to accept the bid from Mr. Nemir for ground control, seconded by Scott Lambert. The motion passed 6 for and 0 against.

The engineers were still working on the plans for Sun Water Supply Corporation.

Meeting dates for the March & April meetings were discussed. The March regular meeting would be held on the 27<sup>th</sup>, and the CPA would be there to go over the 2017 Financials. There would be no regular meeting in the month of April. The BCWSC Annual Meeting would be held on April 13, 2018.

Shelly Ragland went over the 2018 Proposed Budget with the board. Pat Sadler made a motion to approve the 2018 Budget with no changes, seconded by Scott Lambert. The motion passed 6 for and 0 against.

Ms. Ragland informed the board that Paul Gutierrez would receive unemployment benefits. She also voiced the need to hire a part-time front desk employee to keep the office open during the absence of herself and Anita Posey. The part-time employee would not receive health insurance or benefits. Shelly

Scherwitz made a motion to hire a part-time front desk employee, seconded by Larry Martin. The motion passed 5 for and 1 against. Rupert Rodriguez voted against the motion.

Hiring of an outside employee was discussed. Scott Lambert made a motion to hire Robert Schenkenberg, seconded by Pat Sadler. The motion passed 6 for and 0 against.

Vice President Jamie Witt handed out the Manager's Evaluations for the board members to discuss.

The board entered into Executive Session under section 551.071 at 6:50 P.M. and exited at 7:38 P.M. No action was taken at the time.

The Manager's Report was given by Manager Shelly Ragland:

1. Water loss /System Loss – Water loss for the system was 17.7%. There had been a leak that carried over from the previous month.
2. Althof Site Update/System Update – A Master Meter and a PRV (Pressure Relief Valve) would be installed on FM 1809.

Rupert Rodriguez made a motion to adjourn, seconded by Scott Lambert. The motion passed 6 for and 0 against. The meeting adjourned at 7:41 P.M.

  
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President, Board of Directors

  
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Minutes Approved

  
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Secretary, Board of Directors