

Minutes of Meeting – Regular Meeting of Directors

Parker Water Supply Corporation

March 18, 2021

On the 18th day of March, 2021, the Board of Directors of Parker Water Supply Corporation ("Corporation") held a Regular Meeting at the office of the Corporation at 7001 C.R. 1200; Cleburne, Texas with the following Directors present:

Harry Shaffer, President

Brent Harris, Vice President

Janice Linville

Stan McVey

James Lyles, General Manager

Sherry Reeves, Office Manager

Guest present- Jack Repenning, Katie Morgan and J W Morgan

The meeting was called to order at 7:00 p.m. by Harry Shaffer, President.

Consent Agenda

Board Member Brent Harris made a motion, seconded by Stan McVey to accept the February 25, 2021 Minutes and the February Treasury Report as presented. Brent Harris, Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Regular Agenda

Item 1 Dealt with Non-Standard Service Agreement for Morgan Acres LLC. Property located on County Road 1104. Possible 5 residential meters. General Manager, Lyles explained to the Board that according to the feasibility study we have had for this piece of property, he would recommend that Parker WSC proceed with supplying the 5 residential meters for this sub-division as one (1) meter would be in our CCN. These meters would be serviced from Plant #2. The Morgan's said they abandoned to idea of purchasing the other property where they were going to ask for additional meters. Motion made by Stan McVey and Janice Linville Second the motion to approve the 5 residential meters on County Road 1104 for Morgan Acres LLC. Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Brent Harris abstained due to conflict of interest. Motion passed.

Item 2 Dealt with the Office Manager's Report. We paid 451 customers that paid CareFlite. With credit card on line in February we took in \$19,621.76 and in Office credit cards, we took in \$3,465.80. The Board decided at the February meeting to have the full amount of the Edward Jones CD put into the checking account at Pinnacle Bank, after a conversation with the CPA, this CD is collateral for the CO Bank Loan and has to be kept separate. The money for this CD has been moved to Pinnacle Bank and a CD is being set up. We have hired and part time office clerk, Lisa Marconi. The audit is in the last stages and will be ready to b presented at the Annual Membership meeting April 17th. I was ablet o get us signed up for BuyBoard. In more review of accounts, we noted that when a customer sold their property and signed over the membership, the deposit was not being applied to the final bill and the new customer was not paying a current deposit amount. Motion made by Janice Linville and

Brent Harris Second the motion to accept the Office Manager's Report as presented. Brent Harris, Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Item 3 Dealt with the General Manager's Report. James Lyles gave a report. Parker Water made 1 new connection to the system on CR 1103 in February. Any water service connection out of the normal scope of work. These include but not limited to Road bores, 1" service or greater and line extensions. Parker Water Corp Experienced 3 leaks on the system some of which were not major and parts of the system had to be isolated in order to make repairs. Did very little flushing due to the Blizzard of the century. Flushed maybe 500 gallons. Dwayne Duncan was paid a total of \$2,000.00 for the leak repair and 1 Standard meter set. The annual storage tank inspections are required by the Texas Commission on Environmental Quality and Parker Water Corp will expire in March of 2021. I have already submitted all paper work and a date to perform these inspections will be set in a few weeks. We have had a setback on time with scheduling due to storm. Parker Water Corp has had many calls from 811 on performing water line locates for construction work that may be performed by trenching or excavating the ground and possibly coming into contact with our water lines. So please if you see fence work being done or see workers in our service area on the sides of road please call. We are still working on our capacity situation to determine phase 1 of upgrade for site #3. We have completed our first stage in training on software for reading and installing the new electronic read meter system with RVS. Next stage should be followed up by installing all meters. Motion made by Brent Harris and Stan McVey Second the motion to accept the General Manager's Report as presented. Brent Harris, Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Item 4 Dealt with adopting Resolution declaring unopposed candidates for the 2021 election for Board of Directors. Motion was made by Stan McVey and Janice Linville second the motion to adopt the Resolution for the 2021 Election. Brent Harris, Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Item 5 Dealt with appointing a member to serve the remainder of the vacant Board seat. Motion made by Stan McVey and Brent Harris Second the motion to appoint Jack Repenning to serve the remainder of the term for Place 2. Brent Harris, Harry Shaffer, Stan McVey and Janice Linville voted with all ayes. Motion passed.

Item 6 Dealt with updates to the Tariff. Board had discussions regarding begin working on the Tariff, to see where Parker WSC might need to look at upgrading some lines in different areas, however no changes were made at this meeting. No action taken.

Item 7 Dealt with rates on 1" meters on the service lines at Parker WSC. Motion was made by Jack Repenning and seconded by Stan McVey to send letters to all customers that have a 1" meter on the Parker WSC water line to let them know they may opt to have their 1" meter switched out for a ¾" meter or customers will be charged the correct amount of \$85.50 for the base cost of having a 1" meter. Brent Harris, Harry Shaffer, Stan McVey, Janice Linville and Jack Repenning voted with all ayes. Motion passed.

Item 8 Dealt with fuel expense for the General Manager. Board discussed the fact that the General Manager has been using his personal vehicle while on duty with Parker WSC. Motion was made by Janice Linville, seconded by Brent Harris to for Parker WSC to compensate General Manager Lyles

for January, February and March at an amount of \$130.00 for a total of \$390.00 for fuel. Brent Harris, Harry Shaffer, Stan McVey, Janice Linville and Jack Repenning voted with all ayes. Motion passed.

Item 9 Dealt with getting the generator set up for emergency use. The Board discussed wiring in the generator and in the future even obtaining a generator at each Pump station. We would need to do a load test. Motion was made by Brent Harris, seconded by Stan McVey to get generator set up for emergency use. Brent Harris, Harry Shaffer, Stan McVey, Jack Repenning and Janice Linville voted with all ayes. Motion passed.

Item 10 Dealt with quotes for new company vehicles. Motion was made by Brent Harris, seconded by Janice Linville to authorize Office Manager Sherry Reeves to get quotes for company vehicles. Brent Harris, Harry Shaffer, Stan McVey, Janice Linville and Jack Repenning voted with all ayes. Motion passed.

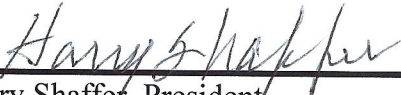
Item 11 Dealt with resending the discission to do away with the fuel storage tank. Due to resent storms where fuel was in short supply, the Board discussed resending the motion to remove the fuel storage tank. Motion was made by Brent Harris, seconded by Stan McVey to resend doing away with the fuel storage tank. Brent Harris, Harry Shaffer, Janice Linville, Stan McVey, and Jack Repenning voted with all ayes. Motion passed.

Item 12 Dealt with Closed Session under provisions of Texas Government Code Section 551.074 (Personnel Matters). Board did not go into closed session as General Manager Lyles asked for Board to remain in Open Session.

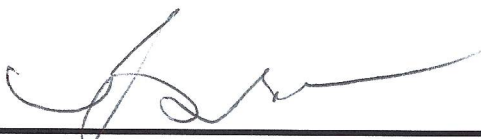
Item 13 Dealt with annual Evaluation of General Manager. Personnel Matters resulting from Executive Session regarding Evaluation of General Manager. No evaluation was given as General Manager Lyles advised the Board he will be turning in his resignation.

Item 14 dealt with request to be placed on the agenda for the next Board meeting. No action needed.

Item 15 There being no further business to consider, Board Member Brent Harris made a motion, seconded by Janice Linville to adjourn at 9:54 P.M. Motion passed: All Ayes.



Harry Shaffer, President



Brent Harris, Vice President