

**S. S. WATER SUPPLY CORPORATION  
REGULAR BOARD MEETING  
AGENDA  
Monday, April 13, 2020  
7:30 P.M.**

**\*\*Meeting conducted virtually due to social distancing requirements\*\***

Web address for meeting: <https://zoom.us/j/423341007>

Meeting ID: 423 341 007

*Phone-in number (Choose one of the following):*

+1 346 248 7799 US (Central Time Zone)

+1 669 900 6833 US (Pacific Time Zone)

+1 301 715 8592 US

+1 312 626 6799 US (Central Time Zone)

+1 929 436 2866 US (Eastern Time Zone)

+1 253 215 8782 US

***Call to Order***

***“In God We Trust” Moment***

***Pledges of Allegiance to the Flags of the United States and the State of Texas***

***Roll Call:***

Board of Directors

Staff

Guests and Members

**AGENDA ITEMS**

**1. Minutes** – Consideration and/or action regarding the approval of the minutes of the Regular Meeting of March 9, 2020.

**2. Member Forum/Public Comments**

*This is the opportunity for the public to comment on any agenda item. If attending the meeting via Zoom using the internet link, please identify yourself by signing in with your complete name and Member account number. If you are calling in to the Zoom meeting via phone, please identify yourself by saying your telephone number, complete name and Member number. We require this information for official meeting attendance purposes only. Members are limited to 3 minutes or less.*

**3. President’s Report** – COVID-19: Response of SSWSC

**4. Treasurer’s Report** – Consideration and/or action regarding the approval of Checks Written in the month of March 2020, Account Reconciliations and Financial Statements for the month of March 2020.

**5. Quarterly Account Variance Report**

6. **General Manager's Report** – Annual Insurance Review; COVID-19
7. **Asst. General Manager's Report** – Account 459; Water Conservation Annual Report
8. **Systems Operator's Report** – System Outages, Repairs, and/or Leaks
9. **Office Manager's Report** – Nothing at this time

### **OLD BUSINESS**

#### **10. Discussion and/or Status Reports on Projects:**

- **Project 18 – 09 - Line Extension SS Town along FM 539** - Update and Status
- **Project 19 – 01 – 12” Main Line Upgrade, The Settlement Subdivision** – Update and Status
- **Project 19 – 07 – 6” Pressurized Line Upgrade, Chisum Trail Subdivision** – Update and Status
- **Project 19 – 08 – Cap/Plug Well #5** – Update and Status
- **Project 19 – 09 – H2O Analytics Customer Portal** – Update and Status
- **Project 20 – 01 – 6” Line Extension CR 302/CR 303** – Update and Status
- **Project 20 – 02 – Willdan Financial Services Rate Analysis** – Update and Status
- **Project 20 – 03 – GIS Equipment Purchase** – Update and Status

11. **Capital Improvement Fee Fund** – Consider and/or take action to allocate particular funds to the Capital Improvement Fee Fund.

### **OLD BUSINESS** – Discuss/Take Action

12. **Annual Audit** – Consider and/or take action to approve the Annual Audit for the fiscal year 2019.
13. **4H Water Ambassador Presentation** – Consider and/or take action on the 4H Water Ambassador Presentation

### **NEW BUSINESS**

14. **Renew 6-month Certificate of Deposit at Third Coast Bank** – Consider and/or take action to renew the 6-month Certificate of Deposit at Third Coast Bank.
15. **Depository Agreement** – Consider and/or take action to approve a Depository Agreement for all bank accounts associated with Third Coast Bank.
16. **Cibolo Ridge Unit 3** – Consider and/or take action to approve Cibolo Ridge Unit 3.

17. **Project 20-04, Preparation of COVID-19** – Consider and/or take action on the approval of an emergency laptop purchase and remote setup in preparation for COVID-19, Project 20 – 04, in the amount of \$4,692.57.
18. **COVID-19 Member Relief Proposal** – Consider and/or take action to approve the COVID-19 Member Relief Proposal.
19. **Banking Fee Budget Increase** – Consider and/or take action to approve the increase in the banking fee budget in the amount of \$15,500 to absorb fees during COVID-19 for two (2) months.
20. **Memorandum of Agreement for Consulting** – Consider and/or take action to approve the Memorandum of Agreement for Consulting between the retiring General Manager and SSWSC.
21. **Board of Director Replacement** – Consider and/or take action to approve a replacement for the Board of Director vacancy.
22. **Project 18-07 – AMI/AMR Meter Reading System** – Consider and/or take action to approve re-opening Project 18-07 AMI/AMR Meter Reading System to pay an invoice just received in the amount of \$15,250.

#### **EXECUTIVE SESSION**

**Called under Section 551.071 of the Texas Government Code Vernon's Civil Statutes, Subchapter D, as it pertains to private consultations with the Board's attorneys, as it pertains to the purchase, exchange, lease or value of real property, as it pertains to personnel, and as it pertains to security. The Board will then reconvene in Open Session and will be asked to take appropriate actions on matters presented in Executive Session.**

- Annual Appraisal of the General Manager
- Personnel Recommendation

#### **RECONVENE TO REGULAR SESSION**

23. Consider and/or take action deemed necessary as a result of the Executive Session.
24. **401k Trustee Change** – Consider and/or take action to change the 401k Trustee for SSWSC.
25. **New, Re-Serviced, Transferred, Cancelled, and Re-Instated Memberships** - Consideration and/or action regarding approval of new, re-serviced, transferred, cancelled and reinstated memberships.

## ADJOURNMENT

John Larrison

John Larrison, President

I, SYDNEY KELLEY, ADMINISTRATIVE ASSISTANT OF THE S.S. WATER SUPPLY CORPORATION, LA VERNIA, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL WEBSITE OF THE CORPORATION ON THIS 9th DAY OF APRIL 2020 AT 3:00 PM, WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS LOCAL GOVERNMENT CODE.

Sydney Kelley

Sydney Kelley, Administrative Assistant

*This Notice was posted pursuant to the Texas Open Meeting Act (TEX.REV.CIV.STAT.ANN. Chapter 551) and recent guidelines from the Texas Attorney General. S. S. Water Supply Corporation will hold a remote, online meeting at 7:30 p.m., Monday April 13, 2020, at <https://zoom.us/j/423341007>, Meeting ID is 423 341 007. For more information, call 830-779-2837.*