PB & SC WATER SUPPLY CORPORATION

P. O. BOX 121

POINT BLANK, TX 77364

936-377-4811

**AGENDA**

December 13, 2019

THE PB&SC WATER SUPPLY CORPORATION WILL HOLD THEIR REGULAR AND EXECUTIVE BOARD OF DIRECTOR'S MEETING ON **December 13, 2019** AT 9:00 A.M. AT THE PB & SC WATER OFFICE ON HWY 190 IN POINT BLANK, TX. ALL ITEMS LISTED BELOW ARE LISTED FOR DISCUSSION AND POSSIBLE ACTION BY THE BOARD.

1. Call meeting to order/verify quorum
2. Invocation
3. Public Forum:
4. Approval of Minutes for November, 2019 meeting
5. Reports for November, 2019:
   1. Directors Report
   2. Pump Totals Report

1. Financial Reports:
   1. Quick Book Bank Reconciliation
   2. Account Statements
   3. Credit cards expenditures with dollar amounts and items purchased
2. Office report
   1. Notifications from TCEQ
   2. Boil Water Notices for the month
   3. Monthly Work Orders
   4. Lock/pull meters list
   5. Next Green Forest Water Utilities Association Meeting date and location.
   6. Number of meters on each well
   7. Number of new meters added from previous month
   8. Number of meters disconnected from previous month
   9. Total number of meters changed out
   10. Number of meters that are estimated
   11. Reasons meters can not be read
3. Duke’s Water:
   1. Service line leaks and repairs
   2. Flushing Report (Spreadsheet for leaks, locations and pictures)
4. OLD BUSINESS:
   1. Update on Well #5 and Well #6
   2. Update on Outlaw Ridge
   3. How many meters have been set on Outlaw ridge?
   4. Plans for bringing arsenic level to proper specs and possibly award contract
   5. Security cameras
5. NEW BUSINESS
   1. Approve any additional invoices from Duke’s Water
   2. Approve $300 expense to clear trees
   3. Consider arsenic filtration system.
   4. Employ a grant writer for system upgrade.
   5. Consider sending Kristy to Quick Books Training
   6. Past due policy letter for customers starting Jan 1, 2020
   7. Collection for Randy Hendrix
   8. Replace Water line at Wilson McClain’s house
   9. Road bore on Guinea road.
   10. Pay period and defining paydays
   11. Annual meeting date, date of letters to members date, date for sign up for board candidates.
   12. Consider charging contractors for water.
6. \*\* Executive Session\*\*
   1. Yearly bonus for Duke’s water and administrative assistant.
   2. Review Barry’s contract – cost of living increase.
   3. Cost of living increase for administrative assistant.
7. Action items from executive session:
8. Board Round Table:
9. Adjourn

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