

# MILLSAP WATER SUPPLY CORP.

*Mailing Address:*  
P.O. Box 158  
Millsap, TX 76066

www.millsapwatersupplycorp.com

*Street Address:*  
107 Fairview Rd.  
Millsap, TX 76066

Phone: 940-682-4416

## Millsap Water Supply Corporation Minutes of Board of Directors Regular Monthly Meeting May 9, 2024

President, Jamie French, called the meeting to order at 06:01 p.m., Thursday, May 9, 2024. Board members present were Jamie French, Jason Mathews, Jason Schrick, Nancie Kathrens, Craig Barber, & Steve Chuhaloff. Staff members present were Field Staff, Seth Herring and Bookkeeper/Office Manager, Dawne Steen.

On the item, Jason Schrick to address the board on April 2024 usage at 600 White Bull Lane: Jason Mathews made the motion to change the bill to 1905 gallons usage and write off remaining balance using misread meter process, as well as change out the meter to a manual read meter for now. Motion was seconded by Jamie French, Motion passed 4 to 0.

Secretary Treasurer, Jason Mathews read the minutes of the regular monthly meeting of April 11, 2024. Jason Schrick made the motion to accept and approve minutes as read, seconded by Nancy Kathrens. Motion passed 5 to 0.

Operators report was presented by Field Staff, Seth Herring. Steve Chuhaloff made the motion to accept as read, seconded by Jason Schrick. Motion passed 5 to 0.

Bookkeepers report was given by Bookkeeper/Office Manager, Dawne Steen, as attached with the minutes. Craig Barber made the motion to accept as read, seconded by Steve Chuhaloff. Motion passed 5 to 0.

Review of the consent approval list of new membership applications, transfers, relinquishes, as attached with the minutes resulted in: Jason Schrick made the motion to approve, seconded by Steve Chuhaloff. Motion passed 5 to 0.

On the item pay remaining bills, approval with vote: Steve Chuhaloff made the motion to pay the remaining bills as presented, seconded by Jason Scheck. Motion passed 5 to 0.

On the item, Discuss payment for Matt Souders, Consultant, for the month of April 2024, Vote as necessary: Jason Schrick made the motion to pay April retainer and timesheet hours, seconded by Jason Mathews. Motion passed 5 to 0.

On the item, Discuss Small Claims policy, vote as necessary: Jason Schrick made the motion to pursue filing claims in court after consulting with TRWA, seconded by Steve Chuhaloff. Motion passed 5 to 0.

On the item, Discuss Attorney at an hourly rate as needed, vote as necessary: No Action at this time.

On the item, Employee Committee Chairperson to address board on employee updates: none at this time.

The board went into Executive Session at 7:04 p.m.

Employee Committee to discussed personnel matters related to hiring process for Jennifer Colwell.

The board came out of Executive Session at 7:44 p.m.

On the item, Vote on taking action(s) on personnel matters discussed: Steve Chuhaloff made the motion to proceed with hiring process for Jennifer Colwell, seconded by Nancie Kathrens. Motion passed 5 to 0.


Under old business to discuss:

- (A) Operator to provide update on plans to expand lines and service into eastern parts of MWSC CCN –there was none to report
- (B) Operator to provide progress update on Automatic Readers – 4 meters installed
- (C) Discuss updates related to City of Mineral Wells contract renewal, vote as necessary – none to report.
- (D) Discuss details related to ARPA funds: Projects, Implementation, and other as needed, vote as necessary- Jamie French reported that we are changing allocation of funds from PCSUD Interconnect to Gholson Rd project.
- (E) Other: there was none to report.

On the item New Business – there was no new business to report.

Jason Mathews made the motion to adjourn, seconded by Jamie French. Motion passed 5 to 0. There being no other business, President, Jamie French adjourned the meeting at 8:03 p.m.

  
\_\_\_\_\_  
Jamie French, President

  
\_\_\_\_\_  
Jason Mathews, Secretary/Treasurer