

Bolivar Peninsula Special Utility District
Minutes of the Regular Meeting, August 11, 2020

Directors Present

Hollis Gassen, President
George Strong,, Vice President
Maria Skewis, Secretary
Marcus Dickerson
DJ Hutchinson
Steve Barnett
Chris Makin, Treasurer (*)
*Phone-in attendance

Staff Present

Jo E. Ball, General Manager
Barbara Cowie, Office Manager
Clifford Howard, Plant Manger

Others Present

Item 1 Call to Order: At 6:04 PM President, Hollis Gassen, declared a quorum present and called the meeting to order.

Item 2 Pledge of Allegiance and moment of silence: The Pledge of Allegiance was led by Mr. George Strong and cited by all present. Afterwards, a moment of silence was observed.

Item 3 Approve minutes of the July 14, 2020 General Meeting:

A motion was made by George Strong and seconded by Marcus Dickerson to approve the July 14th meeting minutes as presented. The motion unanimously passed.

Item 4 Committee Reports:

Audit & Finance: There was no Audit and Finance report. The committee will meet prior to the September meeting and review July and August check registers, invoices and bank statements.

Item 5 Public Comments:

None

Item 6 Manager's Report: The manger's report was presented by Mr. Jody Ball and the following items were reported and/or discussed:

1) A Review of Trial Balance, Comparative Budget Report and Account Balance Summary List: The Board reviewed the Trial Balance Report, Comparative Budget Report and the Account Balance Summary through July and found everything to be in order.

2) Review System Operational Reports:

* District Water Losses. The District experienced a four-month average water loss of 8.7% and a 4.41% for the month of July.

* The District has 5,460 active accounts through July. In July, 0 accounts were liquidated and 0 were shut-off for non-payment following directive from PUC.

* Total water sales for June was \$372,632.00

*Average water bill for 2020 is \$68.46, and the monthly average for July is \$69.20.

* Water pumped was 45.2M gallons and water sold was 32.5M gallons with a known loss difference of 12.7M gallons for county use, flushings and fire department use. There were 6 leaks repaired. There was 0 reportable accident for the month and 0 injuries.

3) Review current infrastructure projects:

The new water tank project is still moving forward. The District is getting close to taking the Crystal Beach garage down to make room for the construction of the new water tank. No contracts have been issued.

4) Personnel: One position remains open

5) Finances: Net income for July was \$116,229.

6) Update on Capital Projects and GLO Applications. The GLO applications are moving forward.

Item 7 Discussion and possible action on Water Tower Project. The project is moving forward.

Item 8 Discussion and possible action on Cyber security training for Board members: Three Board members are waiting for their company to forward their certificate so they can forward them to the District.

Item 9 Discussion and possible action on Election Status:

The three Board members that are up for election have submitted their forms to the District. No other residents have submitted applications for Board positions.

Item 10 Directors comments regarding future committee meetings

- 1) Audit and Finance Committee. None
- 2) Personnel and Policy. None
- 3) Plant and Product. None.
- 4) Public Relations Committee. None

Item 11 Directors Comments regarding future agenda items:

- 1) Employee raises
- 2) Election status
- 3) Sewer rate status

Item 12 Set date for next regular Board meeting for September 8, 2020

Item 13 Adjournment:

A motion was made by George Strong and seconded by Marcus Dickerson to adjourn tonight's meeting at 6:22 PM. Motion passed unanimously.

CERTIFICATION

I, the undersigned, do here by certify the above to be a true and accurate record of the Bolivar Peninsula Special Utility District Board of Directors' meeting conducted on August 11, 2020.

Maria Skewis, Secretary