

**CROSS TIMBERS WATER SUPPLY CORPORATION  
MINUTES of the BOARD OF DIRECTORS MEETING  
2200 E JETER RD, BARTONVILLE, TX 76226  
MONDAY, SEPTEMBER 21, 2020**

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**1. Call to Order**

Mr. McDonald called the meeting of the Board of Directors of Cross Timbers Water Supply Corporation to order at 7:52 p.m. on Monday, September 21, 2020, at the Harvest Christian Academy, 2200 E Jeter Rd, Bartonville, TX 76226 after the conclusion of the Annual Meeting.

**Directors in Attendance:**

Patrick McDonald, President  
Larry Kaufman, Vice President  
Michael Paulson, Secretary-Treasurer  
Susan Crawford  
Garry Granger  
Andre Nicholas  
Sherry Price

**Staff in Attendance:**

Chad Wolf, General Manager  
Rocky Hatfield, Water Superintendent  
Lloyd Hanson, Controller

**Consultants in Attendance:**

Kerry Maroney, P.E., Biggs & Mathews

**Others in Attendance**

None

**Board Members Not in Attendance**

None

**2. Public Forum for Non-Agenda Items – No one spoke.**

**Consent Agenda**

**3. Discussion and Action to Approve the Minutes of the August 17, 2020 Board Meeting**

**4. Discussion and Action to Approve the August 2020 Financial Reports**

Motion by Michael Paulson and second by Susan Crawford to approve the Consent Agenda. Motion approved unanimously.

**5. Discussion and Action on the 2021 Budget**

Staff reviewed proposed increases in UTRWD fees and water use charges and the impact it could have on the base fee for the Corporation. The North Texas Groundwater fee will remain at ten cents per thousand gallons. Expenses for 2021 were discussed along with a proposed 2021 Capital Improvements Budget. Staff will continue to update revenue and expense information and a second budget will be prepared and available for the October meeting.

**6. Discussion and Action on the Stonewood Well**

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The Stonewood well has been completed and put back in service as of September 11, 2020. No action taken.

**7. Discussion and Action on the Waketon Road Water Line**

The Waketon Road is scheduled to be rebuilt beginning in early 2021. The water lines located in the construction area are two and three inch in size, of an older class of pipe, and are located too close to the surface. They will conflict in multiple locations with the road widening and the drainage planned for the new road. Mr. Maroney provided recommendations on the new line location and confirmed the difficulty of placing the line in the right-of-way. A survey has been performed and new line locations and depths identified by the Engineer, Kerry Maroney. Staff recommends the line be replaced with present day materials, reconnections made to Members on the old line, and valves and fire hydrants installed to simplify and update the facilities. Staff have approached the fourteen parties currently located on the north side of Waketon Road for an easement to place the new water line in. Members are being offered compensation for placing the water line in this easement. GM Wolf noted that he has received only one negative concern and will work to get a final determination prior to the October Board Meeting. Construction is expected to be completed by year-end 2020. No action taken.

**8. Discussion and Action on the Construction of the Elevated Water Tank**

The water tank is now complete on the interior painting and the electrician is completing work on connecting the electrical components inside the tank. Final painting has been done and a few connections will be completed before the end of September. Staff expect the tank to be in service by mid-October. A switching valve used to fill the tank (put in in 2012 before construction stopped) will be replaced. Staff will now begin to move some parts and supplies from the warehouse to the elevated tank interior storage to free up warehouse space for other work. No action taken.

**9. Discussion and Action on the Well at Simmons Road**

Mr. Maroney provided the Board with a status report on the Corporation's water supply, storage facilities and need for another well. The Board reviewed and discussed various locations for additional wells and the need for another well. Storage facilities are considered adequate for the foreseeable future. Additional information on a location and possible costs will be presented in October. Mr. Maroney was asked to provide invoices and documentation for his work on obtaining TCEQ approval for a new well. No action taken.

**10. Discussion and Action on the General Manager's Report**

Mr. Wolf provided the Board updates on the progress of talks with Copper Canyon on sewer service, the construction of the new water lines on Chinn Chapel, Mobile and Blackjack, and any financial impacts from the COVID 19 pandemic on operations. No action taken.

**11. Discussion and Action on the Water Superintendent's Report**

The Water Superintendent provided updates on operations in the area, the Stonewood well, and the findings on Waketon Road water lines. Virtual training classes have resumed for some classes Staff have begun to take classes as they are available. No action taken.

**12. Discussion and Action on the Renewal of the Line of Credit**

The Corporation \$1.5 million line of credit is scheduled for renewal October 1 at improved rates and terms. Staff recommend the line be renewed. Motion by Larry Kaufman and second by Sherry Price to renew the line of credit. Motion approved unanimously.

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**13. Discussion and Action on Future Agenda Items, Meeting Date, Activities, and Announcements**

The next meeting of the Board will be October 12, 2020. Items will include construction, financials, a new well and sanitary easement, Sewer CCN, 2021 budget, costs of water produced from existing wells, and other items.

**14. Adjournment**

Motion to adjourn by Larry Kaufman and second by Michael Paulson and approved unanimously. The meeting adjourned at 9:08 p.m.

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TRANSCRIBED BY LLOYD HANSON, CONTROLLER

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CERTIFIED BY MICHAEL PAULSON, SECRETARY-TREASURER