

**CROSS TIMBERS WATER SUPPLY CORPORATION
MINUTES of the BOARD OF DIRECTORS MEETING
2032 E HICKORY HILL RD, ARGYLE, TX 76226
MONDAY, DECEMBER 14, 2020**

1. Call to Order

Mr. McDonald called the meeting of the Board of Directors of Cross Timbers Water Supply Corporation to order at 7:00 p.m. on Monday, December 14, 2020, at the Cross Timbers Water Supply Corporation's offices, 2032 E Hickory Hill Rd, Argyle, TX 76226.

Directors in Attendance:

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

Staff in Attendance:

Chad Wolf, General Manager
Lloyd Hanson, Controller

Consultants in Attendance:

None

Others in Attendance

Richard Beutter

Board Members Not in Attendance

None

- 2. Public Forum for Non-Agenda Items** – Mr. Richard Beutter presented the Board with his background and a resume and indicated he would like to be considered for the open Board of Director position.

Consent Agenda

- 3. Discussion and Action to Approve the Minutes of the November 16, 2020 Board Meeting**
4. Discussion and Action to Approve the November 2020 Financial Reports

Motion by Garry Granger and second by Andre Nicholas to approve the Consent Agenda. Motion approved unanimously.

- 5. Discussion and Action to Approve a Flexible Spending Arrangement for the Corporation**

Staff reviewed the plan documents for a Flexible Spending Arrangement (FSA) with the Board and answered questions related to the documents. Motion by Andre Nicholas and second by Sherry Price to approve the FSA Plan. Motion approved unanimously.

- 6. Discussion and Action to Approve an Auditor for the 2020 Financials**

Motion by Larry Kaufman and second by Andre Nicholas to approve Hankins, Eastup, Deaton, Tonn & Seay as the Auditors for the 2020 Financial Audit of the Corporation. Motion approved unanimously.

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7. Discussion and Action on the Sewer CCN

Staff updated the Board on the progress of the Sewer CCN treatment agreement. The Board asked Staff to obtain legal cost and an attorney to recommend for review of the documents when received. Staff will continue to keep the Board advised of any action needed on their part. No action taken.

8. Discussion and Action on the Well at Simmons Road

Engineer Kerry Maroney was requested to be at the January Meeting to provide additional information on obtaining a Sanitary Easement at this location.

9. Discussion and Action on the General Manager's Report

Mr. Wolf provided the Board updates on the progress of construction on the water line projects on Chinn Chapel, Waketon, and other areas. Salary ranges were reviewed for the Staff and COVID updates were presented based on vaccines being available shortly. No action taken.

10. Discussion and Action on the App[oin]tment of a Credentials Committee for the 2021 Annual Meeting

Motion by Garry Granger and second by Larry Kaufman to appoint Michael Paulson, Garry Granger and Chad Wolf to the Credentials Committee for the 2021 Annual Meeting. Motion approved unanimously.

11. Discussion and Action to Accept the Stargate Elevated Water Tank as Complete

The construction on the Stargate elevated water tank is now considered complete. We have a one-year completion bond from Pittsburg Tank & Tower Group that will go into effect upon the acceptance of the elevated tank as complete by the Board. Motion by Michael Paulson and second by Sherry Price to accept the Stargate elevated water tank as complete and advise the parties so the bond can go into effect. Motion approved unanimously. Staff were directed to inform the parties of this acceptance.

President McDonald called the Board into Executive Session related to Personnel Matters in accordance with Texas Government Code §551.074 at 7:41 p.m. President McDonald called the Board back into open session at 8:10 p.m.

12. Discussion and Action to the Appointment of a New Board Member

Motion by Michael Paulson and second by Larry Kaufman to appoint Richard Beutter to the Board of Directors to fill out the open position. The position will be up for re-election in 2022. Mr. Beutter indicated that he will accept the appointment and is prepared to serve. Motion approved unanimously. Mr. Beutter took his place at the Board table.

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

The next meeting of the Board will be January 18, 2021. Items will include construction, financials, Sewer CCN, the well at Simmons Road, a review of the Restricted Cash account, and other items.

14. Adjournment

Motion to adjourn by Larry Kaufman and second by Garry Granger and approved unanimously. The meeting adjourned at 8:13 p.m.

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TRANSCRIBED BY LLOYD HANSON, CONTROLLER

CERTIFIED BY MICHAEL PAULSON, SECRETARY-TREASURER