

Benbrook Water Authority
1121 Mercedes Street
Regular Meeting
December 5, 2017
2:30 p.m.

The Board of Directors for the Benbrook Water Authority met in a regular meeting on December 5, 2017 with the following Directors present:

President Rick Whitehurst
Vice-President Pat Dunkin
Secretary David Clark
Director Robert E. Cook
Director David Hafer

Also Present:

David Wasson, General Manager
David Smith, Assistant General Manager
Sheila Rushing, Recording Secretary
Crystal Ramsey, Director of Administration
Gail Jergins, Director of Finance

Others Present:

Brian Newby, Attorney
Kent Williams
Linda Palmer
Robert Palmer

President Whitehurst called the meeting to order at 2:30 p.m. and Secretary Clark gave the invocation.

Reports of Manager

1. Budget Update

An updated proposed budget was included in the packets for discussion during the work session.

New Business

1. Consider, discuss and possibly take action to appoint two (2) Members to the Capital Improvements Advisory Committee.

Staff advertised the available positions in the Benbrook News for 3 consecutive weeks and received 4 applications.

- Daniel Tully (current member)
- Robert Woodbury (current member)

- Van C Burroughs II
- Kent Williams

After a brief discussion, motion was made by Secretary Clark, second by Director Cook to re-appoint Mr. Tully and Mr. Woodbury to serve a two year term on the Capital Improvements Advisory Committee beginning January 1, 2018 and ending on December 31, 2019.

Vote on motion.

Ayes: Director Cook, Vice-President Dunkin, President Whitehurst, Secretary Clark and Director Hafer.

Noes: None.

Motion carries.

2. Consider, discuss and possibly approve Annual Requirements Contract for Aluminum Sulfate (Renewal No. 3) with Chameleon Industries, Inc.

The current contract was approved by the BWA Board on December 16, 2014, for a unit price bid of \$228.78 per dry ton (estimated total annual amount of \$70,921.80). The contract provided for an initial one (1) year term, with up to four (4) additional one-year renewals, subject to mutual agreement between the vendor and Authority. If approved, this will be the 3rd renewal of this agreement.

The vendor has requested a 7% increase in the contract price and has provided documentation regarding their own increased raw materials costs. The price increase is consistent with the Producer Price Index (PPI) increase (provided by the Bureau of Labor and Statistics) for industrial chemicals and also with other chemical cost increases.

Motion was made by Vice President Dunkin, second by Secretary Clark to authorize the General Manager or his designee to execute a one year contract extension of the Annual Requirements Contract for Aluminum Sulfate with Chameleon Industries at a revised contract price of \$244.78 per dry ton.

Vote on motion.

Ayes: Vice-President Dunkin, President Whitehurst, Secretary Clark, Director Hafer and Director Cook.

Noes: None.

Motion carries.

3. Consider possible customer account credits for Backflow Inspections.

President Whitehurst noted this item would be discussed in Executive Session.

Public Comment

There was no public comment.

Director / Staff Comment

There was no Director / Staff Comment.

President Whitehurst closed the open meeting at 2:44 p.m.

Executive Session (2:45 p.m.)

1. Conduct Closed Executive Session Pursuant to Government Code Section 551.071, to Consult with the BWA Attorney Regarding Pending or Contemplated Litigation, Settlement Offers, or on Matters in Which the Duty of the Attorney to the BWA under the Texas Disciplinary Rules of Professional Conduct Clearly Conflicts with Chapter 551, Government Code.
 - Customer Account Credits
 - Any other item set forth in any section of this notice/agenda

Re-Convene Open Meeting (3:25 p.m.)

1. Take any action necessary from Executive Session.

Motion was made by Director Hafer, second by Secretary Clark stating that due to BWA staffing limitations that prevented certain residential backflow assembly tests being performed in a timely manner, BWA approve a one-time credit in the amount of \$81.60 to residential water accounts that have backflow assemblies active before January 1, 2016.

Vote on motion.

Ayes: President Whitehurst, Secretary Clark, Director Hafer and Director Cook.

Noes: Vice-President Dunkin.

Motion carries.

Motion was made by Director Hafer, second by Vice-President Dunkin to suspend the monthly charge for residential backflow testing in the amount of \$1.70 until the July 2018 billing cycle.

Vote on motion.

Ayes: Secretary Clark, Director Hafer, Director Cook, Vice-President Dunkin and President Whitehurst.

Noes: None.

Motion carries.

There being no further business, the meeting adjourned at 3:28 p.m.

Board President

Date

Recording Secretary