



# BEAR CREEK SUD

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**Date:** March 20, 2023

**Time:** 6:30PM

## MINUTES OF REGULAR BOARD MEETING

**Call to order by:** President Chris Elder

**Directors Present:** Chris Elder, Lisa Block, Herman Stork, Leticia Harrison, Colby McClendon

**Directors Absent:** Robert Haynes

**Public Comment:** None

### **Consent Items:**

- Approval of Minutes of Regular Meeting on February 27, 2023.
- Approval of February 2023 Financials.
- Approval of February 2023 General Manager Report

*Motion made by Director H. Stork, seconded by Director L. Block to amend the 2023 Budget and move \$25,000 from budget account 5045/5046 (Equipment/Bldg. Repairs) to budget account 5058 (Equipment – Small). Motion carried unanimously. Director Haynes absent.*

*Motion made by Director H. Stork, seconded by Director C. McClendon to approve Consent Agenda Items. Motion carried unanimously. Director Haynes absent.*

### **Regular Agenda Items:**

- A. Discussion and act upon approving Scope of Services – PS2 – Pressure Plane 1 Improvements. *Engineer – Joe Helmberger presented a Scope of Services for Project: BCSUD Pump Station #2 Pressure Plane #1 Buildout Ground Storage Tank and Pumping Improvement Feasibility Study.*

*Motion made by Director L. Block, seconded by Director H. Stork to approve the Scope of Services presented by Engineer – Joe Helmberger. Motion carried unanimously. Director Haynes absent.*

- B. Discuss and act upon Water Conservation Plan. *Manager, C. Reagan, presented the updated Water Conservation Plan for Bear Creek SUD.*
- C. Discuss and act upon approving Ordinance 2023-001 – Illegal Water Connections/Theft of Water.

*Motion made by Director H. Stork, seconded by Director L. Block to approve Ordinance 2023-001 pertaining to illegal water connections and/or the theft of water and setting a fine of \$1,500.00 for commercial customers and \$500 for residential customers per violation for persons committing the offense. Motion carried unanimously. Director Haynes absent.*

- D. Discuss and act upon Ordinance 2023 – 002 – Water Conservation Plan.

*Motion made by Director L. Block, seconded by Director C. McClendon to approve Ordinance 2023-002 adopting a Water Conservation Plan for Bear Creek SUD with a fine of \$50.00 per violation for customers who fail to comply with the plan. Motion carried unanimously. Director Haynes absent.*

- E. Discuss and act upon approving Debt Service Coverage Ratio Resolution 2023-03-20-01.

*Motion made by Director H. Stork, seconded by Director C. McClendon to approve Resolution 2023-03-20-01 adopting a Debt Service Coverage Ratio Policy of 1.25 times debt service coverage. Motion carried unanimously. Director Haynes absent.*

- F. Discuss and act upon Water Service Rates Resolution 2023-03-20-02.

*The Board discussed the results of the rate study and recommended rate changes made by Raftelis.*

*Motion made by Director L. Block, seconded by Director H. Stork to adopt Resolution 2023-03-20-02 – Adopting Water Service Rates.*

*The President called roll for the vote:*

*Director Block: Approved*

*Director McClendon: Approved*

*Director Stork: Approved*

*Director Elder: Approved*

*Director Harrison: Abstain*

*Director Haynes absent.*

- G. Discuss House Bill 3834 – Cyber Security Awareness Training. *Manager C. Reagan discussed the requirement of all employees and board members to complete the cyber security awareness training. The training should be completed by June 1, 2023.*

H. Update on Pump Station No. 2 project. *Manager C. Reagan provided an update on the construction of the new pump station and shop building. Bear Creek SUD completed a walk through on the project on March 15, 2023. NTMWD and Texas Water Development Board will do a final walk-through of the project. Bear Creek SUD Board of Directors will finalize the approval of the infrastructure at the April 17, 2023 Board meeting.*

**Board to Set Future Meetings and Agendas:**

*President, C. Elder, asked if anyone had any future meetings to be set or any items for future agendas.*

*Next Regular Board Meeting set for April 17, 2023, at 6:30 p.m.*

*Agenda items for April 2023 Board meeting: Final Acceptance of Pump Station No. 2 project.*

**Adjournment to Executive Session at 7:25PM:**

**Executive Session:**

**Executive Session Call to Order at 7:30PM.**

**Executive Session Agenda Item:**

- (A) The Board recessed into closed or executive session to discuss the following:
  - (1) Texas Government Code Section 551.071 – Election and appointment matters.
- (B) Reconvene into Regular Session and take any action necessary as a result of the Executive Session.

**Adjourn Executive Session at 7:32PM**

In accordance with Texas Government Code, Chapter 551, President Chris Elder reconvened the meeting at 7:32PM and stated that no action was taken in executive session.

**Adjournment of Regular Meeting at 7:33PM.**

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Chris Elder, President

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Lisa Block, Secretary

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Camille Reagan, Recorder