



DIRECTORS MEETING

THURSDAY, JULY 6, 2023

MINUTES

CANYON PARK CLUBHOUSE

6:00 PM

Attendees: Robert Simard, Dalene Felder, Jim Marxen, Johnny Clawson (Maintenance)

Absent: Tamara Belcher, Dan Rushing

Forum in attendance (3 of 5 directors)

Called To Order 6:22pm

1. Minutes

Minutes read from 6-15-23. Leakage rose from 5% in May to 12% in June. Much better than the previous 25% plus for the past year. Motion to accept made by Robert Simard, second by Dalene. Minutes as stated approved by unanimous vote.

2. Financial Matters

Financials read for June. Question on restarting transfers to savings, will restart monthly transfer of \$350 beginning with July.

Motion to accept made by Robert Simard, second by Dalene. Financials as stated approved by unanimous vote.

Items of Business

- A. Property purchase update – Jim Marxen spoke with the title company, everything is in order except the survey. Once survey is submitted, property can be closed. Johnny Clawson indicated he was understanding that the survey was to be completed this week, will follow up.
- B. Grant Research status – Jim Marxen has signed all USDA required forms to upload, however there are two forms that require the secretary's signature as well. Jim has a draft letter for Sealy Engineering indicating only the one reply for the SOQ.
- C. Discuss POA storage of asphalt – POA will be moving the storage of the asphalt to the new property once the property closes.
- D. Discussion regarding assessment of maintenance personnel – the two maintenance personnel working on for the POA, one has turned down the idea of doing work for water, the other person is in his upper 70's. Discussion on Johnny possibly hiring help as needed.

- E. Discussion on three past due accounts that were once by Odom before he passed. Families want to get reconnected – two of three accounts have already paid, spoke with Donny Duke, our water contractor. These were disconnected 2-3 years ago, will restore tap connection with new lines, meters and shutoff valves for the two accounts. Third account, also new customer, will be inspected by Donny to see what would be required so cost can be determined to pass to customer.
- F. Agenda for quarterly meeting – identified items to present.

New Business

1. Discussion on continued need of Call Multiplier (robocalls) – board believes with reader board at entrance, web site and neighborhood signs, the majority of customers should be informed. Would save some money per month.
2. Discussion on need to continue with dedicated fax line. Considered obsolete, no one remembers using or receiving fax. Business is usually handle with e-mails and PDF documents. Would save approximately \$80 per month. Motion made by Jim Marxen to cancel if there is a dedicated fax line, Robert Simard second, approved by unanimous vote.
3. Discussion Intuit monthly charge increased from \$71 a month to \$117 per month. No explanation, need to contact Intuit to determine reason.
4. Further discussion on possible additional property for water tower. Will contact Mr Wells regarding his property as well as Matida Ford regarding the property across the street for possible purchase as part of any future grants.
5. Further discussion on flushing – not sure sufficient flushing or properly flushing is being done due to rise in reports to sediment in the water from customers. With summer and number of residences with pools, thought would be to notify customers to inform water company prior to filling pool so flushing could occur before. Supposedly was planning to use a portable meter to more accurately measure water used at all flush valves that didn't have a meter. This year have installed 5-6 flush valves in our continuing efforts to have one at each point needed. Johnny Clawson to follow up with TRWA and accompany Donny for several months to observe flushing activities. Additionally, there are two customers that have refilled pools resulting in excessive sediment that was discussed to provide credit for excessive water. Motion by Dalene to grant credit, approximately 6,000 gallons for one customer and 10,000 gallons for the other customer. Robert second, approved by unanimous vote.
6. Discussion on culverts being 'plugged' causing drainage issues, possibly distributing to leaks. Jim Marxen indicated in other cities lived in, fire departments would use fire hoses to clear them. Robert Simard thinking would benefit both water and POA. Robert volunteered to speak with fire chief regarding suggestion.
7. Identified need to follow up on the property with two residences.

Meeting adjourned at 8:02pm.