

**MINUTES TO A
REGULAR MEETING OF THE
BOARD OF DIRECTORS
STONEWALL WATER CONTROL AND IMPROVEMENT DISTRICT**

February 17, 2022

The Board of Directors for Stonewall Water Control and Improvement District (the “District”) met in regular session at 8:30 a.m. at the Stonewall Chamber of Commerce Building located at 250 Peach Street, Stonewall, Texas 78671, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Nikolaus Hopkins	President
Britton Waldron	Vice President
Laurel Hoekstra	Secretary
Henry Rohlfs	Treasurer
Robert Welch	Director

All Board members were present except Secretary Hoekstra. Also in attendance, Ms. Sheri Schumann (“District Bookkeeper”), Dirk Jordan (“General Counsel”), Mark Nebgen, (“Public Commentor”) and Patrick King and Timothy Young with Professional General Management Services, Inc. (“General Management”).

1. Call to Order and Establish a Quorum.

President Hopkins, after finding the notice of the meeting was posted as required and that a quorum of the Board of Directors was present, called the meeting to order and declared it open for such business as may come before it at approximately 8:43 A.M.

2. Receive Comments from the Public.

Mr. Mark Nebgen was introduced and greeted the Board. Mr. Nebgen was introduced as an interested Candidate for a seat on the District Board.

3. Approve Minutes to Previous Meeting Held on January 20, 2022

A copy of the minutes to the January regular meeting were dispersed and read.

One correction to the RLI Bond language was made to the minutes as provided. With the correction noted, Vice-President Waldron moved to approve the minutes as corrected. Treasurer Rohlfs seconded the motion. After full discussion and all voting in favor, the motion carried.

4. Payment of Current Bills and Invoices.

Bookkeeper Schumann presented the bills to be approved this period. The District will apply for credit/Net 30 accounts with current vendors and contractors and PGMS will assist the District as needed. PGMS will be listed as a purchaser and shall use these accounts when needed and billing will be sent directly to the District for payment. The contractual 15% markup shall be added to all PGMS vendors’ and contractors’ invoices not paid directly by the District. The PGMS invoice, for January services, was corrected to reflect direct payment by the District to vendors. PGMS shall submit requested monthly reports to the District in a more timely manner. Vice-President Waldron moved to approve the bills as presented, with a correction made to PGMS’s invoice. Treasurer Rohlfs seconded the motion. After full discussion and all voting in favor, the motion carried.

5. Financial Statements for the Period Ending January 2022.
Bookkeeper Schumann presented financial statements for the period ending January 2022, to include a Profit & Loss Statement for January 2022, Profit & Loss and Balance Sheet. TXDOT has been made aware that their automatic payments will require redirection to Happy State Bank. The financial reports were out of balance and no motion to approve was made.

6. Receive operations report relating to current system operational issues and take action deemed necessary thereon. (Presented by PGMS, Inc.)
Timothy Young presented the System Operations and Management Report to include (a) water accountability, (b) status of system accounts and (c) significant events. A copy of the Systems Total Report, Allocation of Receipts Exceptional Usage Report and Adjustments Report were also provided and discussed.

Peerless pumps have had several delays while installing the new booster pumps but are now on schedule and will have the District's booster pumps installed and operational the week of February 21, 2022. PGMS is to continue repairing leaks found during the SAMCO leak detection survey. The Chamber of Commerce reported that their water use was high since a new 1" meter was installed. A leak behind the Chamber buildings was found and repaired. The topic will be reviewed following the next billing cycle. PGMS has been tasked with expediting the District's backflow prevention program.

Vice-President Waldron moved to accept the Operations and Management Report as provided. Treasurer Rohlf's seconded the motion and after full discussion and all voting in favor, the motion carried.

7. Review and consider approval of invoice from Alterman.
The invoice and completeness of the work described was discussed in full. Treasurer Rohlf's moved to approve payment of the invoice. There was no second for the motion and it did not carry.

8. Update on County Voting Process(es).
With the February 28, 2022, nomination deadline approaching and only two applications received for two open seats, the District may resolve to declare unopposed candidates elected.

9. New Business:
- Set a date to Move items to new storage container.
 - PGMS is to re-arrange the shelves with damaged unit to the front of the container, then give possible dates for parts inventory and move.
 - Review and Consider Proposed Updates to the By-Laws for Approval
 - Added language that all candidates must reside within Gillespie County Precinct 6,
 - Clarified language to use consistent terms
 - Treasurer Rohlf's moved to update the District By-Laws as discussed. Director Welch seconded the motion and with all voting in favor, the motion carried.
 - Review capacity study.
 - Tabled
 - Review quotes for storage tank repair, recoating and replacement.
 - Tabled pending additional quotes and engineers' project input.

10. Old Business – Operations Update, take action as needed.
 - Update on Bulk Water Station
 - The District is waiting on recommendations from electricians.
 - Update on Awning Proposal for Storage Container
 - None.
 - Website and Email Update
 - Several approvals have been made for the .GOV website and subsequent email addresses. Once that is approved, we can create the new email accounts. Britton and Henry reviewed the new website format with Michael at Rural Water Impact. We do not see the need to contract RWI to transfer data, so Henry will begin the transfer of records from the old site to the new site.
11. Secretary’s Report.
None
12. Treasurer’s Report.
Treasurer Rohlfs has been tasked with maintaining compliance with the Texas Funds Investment Act and enrollment in necessary training courses.
13. President’s Report.
President Hopkins and all thanked Mr. Mark Nebgen for his interest in becoming a Board member of Stonewall WCID.
14. Other Items
Britton has spoken with RVS Billing Software to begin setting up an account. The cost associated with the software and other needed items was discussed and will be an agenda item for the March 2022 regular meeting.

Executive Session.

President Hopkins called an execution session in accordance with Subchapter D, Chapter 551, Texas Government Code, at approximately 11:31 A.M. to discuss outside vendor contracts.

The governing Board retired from executive session and resumed in open session at approximately 12:08 P.M. No final action, decision or vote was taken while in Executive Session.

14. Other Items: Continued.
Treasurer Rohlfs motioned to approve Pam Taylor as bookkeeper for the District. Director Welch seconded the motion and with all voting in favor, the motion carried.

Vice-President Waldron motioned to create a contract as per the auditor’s recommendation for plant maintenance for the District. Director Welch seconded the motion and with all voting in favor, the motion carried. District Counsel has been tasked with drafting the maintenance contract.

Vice-President Waldron motioned to create a short-term contract with Jeff Dahm, P.E. to develop an engineering study and plan for the District’s ground storage tank needs and maintenance. Treasurer Rohlfs seconded the motion and with all voting in favor, the motion carried.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned at approximately 12:17 P.M.

PASSED AND APPROVED this 24th Day of March 2022.



Nikolaus Hopkins, President
Stonewall Water Control and Improvement District



Attest, Laurel Hoekstra, Secretary
Stonewall Water Control and Improvement District