

**Minutes of the Bartonville Water Supply Corporation
Board of Directors Meeting
Monday, January 16, 2006
Bartonville Water Supply Corporation Office
1911 East Jeter Road
Bartonville, Texas 76226**

1. Call to Order

President Paulson called the meeting of the Board of Directors of Bartonville Water Supply Corporation to order at 7:05 P.M. on Monday, January 16, 2006 at the Corporation office, 1911 East Jeter Road, Bartonville, Texas.

Directors in Attendance

Michael Paulson, President
Lloyd Hanson, Vice President
Larry Kaufman, Secretary-Treasurer
Gracie Egan
Scott Kilpatrick
Bill Wilkinson

Directors Absent

James McKinney

Consultants in Attendance

Staff in Attendance

Jim Leggieri, General Manager
Jennifer Drury, CPA - Controller

Others in Attendance

Dick Cook, Mayor of Double Oak
Mike Donnelly, Mayor Pro-Tem of Double Oak
Jerry Lamel, Town of Double Oak Treasurer & UTRWD Representative
Patrick McDonald – Member
Sue Tejml, Mayor Copper Canyon
Mr. David Smith – Prime Control
Mr. Frank Clark – Pan Tech Controls

2. Executive Session

President Paulson announced at 7:05 pm that the Board would convene in Executive Session concerning:

- a) All Matters Concerning Personnel Including Establishing Setting Goals for the General Manager and the Controller, Pursuant to Government Code, Section 551.074. (GE)

The Board took no action and reconvened in open session at 7:40pm.

3. Public Forum for Non-Agenda Items

The Board Acknowledged and thanked the Mayor of Copper Canyon and the Mayor of Double Oak for their attendance. No speakers, no action taken.

4. Discussion and Action Regarding BWSC's Participation in a National Research Grant Program for Long-Term Strategic Planning.

Motion by Kilpatrick and second by Egan that the staff moves forward with the development of the scope of services for use with Mr. Chris White and Viasim. Wilkinson requested that the motion be amended to - that the staff moves forward with the development of the scope of services for use with Mr. Chris White and Viasim with no money expended. Motion approved unanimously.

5. Approve the Minutes of the December 29, 2005 Board Meeting.

Drury stated that the date at top of Minutes has been corrected from November 28th to December 29th 2005. Motion by Wilkinson and second by Kilpatrick to approve the Minutes of the December 29th, 2005 Board Meeting with date correction. Motion approved unanimously.

6. Approve the December 2005 Disbursements and Financial Reports.

Drury stated that one correction has been made on title page of "Balance Sheet and Cash Flows," from November 28th to December 29th 2005. Paulson asked if this represent the close out of the year or will this still be audited?" Drury stated that all numbers before audit. Motion by Kaufman and second by Wilkinson to approve the December 2005 Disbursements and Financial Reports with the corrections on top of pages from November to December." The question was put to vote and Egan asked for clarification regarding the second engineer expense. Drury explained that this is for work dated through December 31. Drury also explained that she has requested that Paul Lipscomb bill BWSC monthly. Motion approved unanimously.

7. Discussion and Action on all Matters Concerning a Procedural Policy for the Interview and Selection Process for Consulting Firms.

Item was postponed. No discussion. No action

8. Discussion and Action on Approving the Controller's Job Description.

Motion by Kilpatrick and second by Wilkinson to approve the Controller's job description as written. Egan amended the motion to include date January 16th 2006 as adoptive date for Controller's job description. Motion approved unanimously.

9. Discussion and Action on all Matters Concerning the First Reading of the General Manager's Job Description.

After discussion, the Board decided that the staff would work with Kilpatrick to review and revise the General Manager's job description to align duties with the newly created controller's position.

No action taken at this time.

10. Discussion and Action on all Matters Concerning Personnel Including Establishing and Setting Goals for the General Manager and the Controller.

Motion by Kilpatrick and second by Hanson that staff put together a draft plan of the corporation's priorities, projects and metric (form or format) and that BWSC conduct a workshop in early March to review those. Motion approved unanimously.

11. Presentation by Prime Control Concerning SCADA System Status as well as Pertinent Discussion and Action.

David Smith from Prime Control gave a presentation regarding issues with the SCADA system. The only one that still has a problem is the distribution meter at Orchid Hill.

Mr. Frank Clark, representative for Badger Meter, stated that the meters were shipped to the original contractor back in 1998 so they have been here awhile. Mr. Clark stated that it appears the installing contractor did not pay attention to detail. The 4500 series needs a particular line size and it appears the installation was done with the wrong pipe ID. The meter is calibrated so it knows the pipe ID so it computes the volume of flow; if you have the wrong ID then you have the wrong flow rate. The reprogramming needed to correct this issue has been completed. Mr. Clark has agreed to donate his time to Bartonville because this should not be happening. The 640's won't work as well as 1280's again it refers to the difference in pipe. Kilpatrick suggested trying the 1280. Mr. Clark said he would. Paulson thanked him for the analysis.

12. Discussion and Action on All Matters Concerning Strategic Planning for Long Range Water Supply.

Leggieri gave brief overview of recent strategic planning and also give a little history of the past year with the ITU and where we are today.

13. General Manager's Report.

No discussion. No action.

14. Review Future Agenda Items, Activities, Announcements, and set the date for the February 2006 Meeting.

The next regular Board meeting is scheduled for February 20, 2006. Agenda items should include Stargate and setting the date for BWSC Annual Meeting.

15. Adjournment.

Motion by Kaufman and second by Kilpatrick to adjourn. Motion approved unanimously. The meeting was adjourned at 9:07 pm.

Recorded by Jennifer L. Drury

Certified by Larry Kaufman, Secretary-Treasurer