

**SILVER CREEK VILLAGE WATER SUPPLY CORPORATION**  
**Minutes of the Board of Directors**  
**15 January 2025**

**Meeting called to order:** Noon by Tim Smith, President

**Present:** President Tim Smith, Vice-President Barry Dawson, Secretary/Treasurer Paul M. Miller, Business Manager Stacy Brown, Assistant Business Manager Mary Ann Pennington, Water System Operator Joey Krueger.

**Absent:** Member-At-Large William Cain, Assistant Water System Operator Jay Everett.

**Invocation:** Given by Tim Smith.

**Order of Business:**

**Minutes:** The minutes from the December Board meeting were approved.

**Ops Report:**

Joey Krueger gave the Ops Report. One more quarter to pay on the chlorine. No meters replaced – time is occupied with winterizing the system. Do not know what the transfer pump will cost. A 10Hp is about \$6,000. Replacing the seals is the most difficult part of repairing the pump.

Thanks for the heater. All the rest is going well. More tests will be required for the SWTP.

Joey will give Stacy the data for the annual water survey. Stacy will complete the paperwork. We are above the 75% rate for the Lead/Copper test procedure. We may need to put this info (Lead/Copper) on the Web site.

Our water permit allows us to pump a certain maximum amount (75,000 gal). They are asking for a 15% reduction in water use. The average household water use (4 person) is apx 3k gallons a day. In the last 5 years, SCVSC has averaged 2,351 gallons per MONTH.

Joey thinks the water loss in the usage report is exaggerated. He will check.

The meter for Well 7 is accurate. He will check the meter in the pump house (again) in February.

Paul will get Stacy the CCN.

**Financial Report:**

Stacy Brown gave the financial report. Paul pointed out that the Tariff directs us to only accept cash payments if a member has two (2) returned checks in a year. The bank charges us \$20 for each returned check.

There was a “Bank Fee” on the P&L which no-one could explain. Stacy will ask.

Barry asked if the Arrears were the largest in months. It varies each month.

Barry remarked that the income was the lowest in months. SCVWSC income is based on usage

which varies each month. Historically, December is one of the lowest usage months of the year. (See Annual Usage or Combined Usage for the Last 5 Years.) Barry then asked if we wanted to increase the projected budget for 2025 based on the December income. (See Projected 2025 Income)

TWDB may ask us to increase the rate in order to qualify for the loan/grant. We should remind them we are designed as a non-profit and are not designed to make a \$2000/month profit.

Will TWDB require an annual audit? We should know in 2 weeks. That would impose a tremendous burden on SCVWSC members – amounting to a 10% increase in their bill. Income taxes will cost \$350 - \$400 to subcontract.

Do we need to include Advertising in the 2025 budget? No, but it would not hurt.

Construction fees? We need \$5000 to build the fence for Well 7.

In order to qualify for the TWDB loan we must subscribe to SAMMS (\$500/year). Insurance fees will probably increase when we get the SWTP. (New equipment)

Postcards/Stamps are \$56/month. We might save this if we go to e-mail.

Can we send out the election process by merge (e-mail)? We missed the deadline for sending out the notice of the annual meeting and election materials.

We are missing information on home sales. Don Dawkins is the new POA Treasurer, we should ask him to coordinate with us on them. The Title companies are not required to coordinate with utilities, so they probably will not.

We need to let members know that one may set a limit on the max withdrawal for ACH. Mary Ann also lets members know when their bill is exceptional. The form to apply for ACH is our own, so we should include these notices to keep the members informed. You still get a bill, it just says "Do Not Pay".

Butch/Tim pointed out to Willis Engineering that the contract for SWTP includes a maximum amount for us to pay out-of-pocket. We have exceeded this. Tony (Willis Engineering) will check.

Barry requested we annotate how much we overpaid them. He also wants to include a line item for inventory replacement costs. (Already there). SCVWSC should have someone responsible for inventory tracking – maintaining the inventory list, replacement cost and projected active life.

Stacy moved we auto-deposit \$200/month to Joey's account. Barry seconded the motion. Motion passed.

First State Bank will no longer honor 2 signature requirements for withdrawals (checks).

Accountant (audit) wants 12 months of statements from the Bank of America credit card. It was in Nelson's name, so we did not have access after he passed. We had an extensive discussion on the interaction of the audit/budget/loan.

Meter readings must be kept for 10 years! Joey will check on the "290 rule".

**Old Business:** Tim asked TWDB for a decision on the grant.

We had a discussion on how to keep the files. Obviously electronic files are easier to search. Physical files will be kept by equipment type, then company, then date. Once we get the paperwork scanned, we can include those items in the description to allow easier searching. Until then, we will do the best we can. Stacy is scanning invoices when they are submitted.

**New Business:**

TWDB said they would check whether we would need an annual audit. Explained that \$12k-\$15K/yr for 103 members is too much. The auditor said the cost was driven by the need to pay for insurance.

Discussed cedar vs oak trees. Dead cedar trees are a fire hazard. They burn very well.

Rand says his people will make a decision within the next 2 weeks about whether we will get the loan. Earliest award will be March.

No update on the election/annual meeting.

**Member Input:**

There being no other business to discuss, Barry moved we adjourn. Paul seconded the motion, all agreed.

**Meeting adjourned @ 2:26 PM**

**Next Meeting: Wednesday, 19 February 2025, 12 PM (noon), at the SCVWSC Office.**

Any recommendations for agenda items should be forwarded to Paul M. Miller no later than a week before the meeting.