LILLY GROVE SPECIAL UTILITY DISTRICT
An EEO Employer
7435 FM 1638
Nacogdoches, TX 75964
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Office Hours – Tuesdays, Wednesdays and Thursdays 9 am – 5 pm (closed for lunch 1pm – 2 pm)

BOARD OF DIRECTORS MEETING
Minutes
December 2024 Meeting

A regular meeting of the Board of Directors of the above District was held December 10, 2024 at 6:00 at the district office

Steve Bartlett presiding

Directors Present: Heather Hawkins, Daniel Reid, Kelly Showman, David Anderson, Steve Bartlett
Directors Absent: Joe Martin, Susan Anthony

Meeting called to order and certified open 6:00 pm: Steve Bartlett

Meeting minutes taken by: Heather Hawkins

Visitors: Charles Berryhill (new employee), Geoffrey Sanders (new board member Jan 2025), and Hunter Throckmorton (potential audit of past years bookkeeping)

Hunter Throckmorton will submit a procedures agreement to Steve including $2000 cost estimate and will review a quarter of our books with recommendations for future procedure changes.

Approve regular agenda items

1. Minutes from the last meeting were read and a motion to approve was made by:
2. Daniel Reid
3. Kelly Showman

Operator systems Report: Boyd Dueboay

1. Discussed the leaks, breaks or other problems for the month (11/14/24 leak on a 2’ main on the corner of FM 3314 and CR 805, 11/15/24 leak on a service line on FM 698 in Nat area, 11/20/24 Leak on a 3’ main on FM 698 in LG area/Duplichain assisted, 11/21/24 new meter installation on CR 833).
2. Discussed water loss
3. Discussed sodium permanganate addition at Martin well site to help lower iron in water (from .4 original to .2)
4. Update on Martin generator purchase. Generator is being built estimated delivery to PK Power mid January then old generator will be removed/sent in for rehab and the new generators install will begin. Loan taken for $100,000 from Cadence bank for purchase of new generator($70,000) and rehab of old generator/being moved to Tyler plant where the current generator is not working ($23,000 estimate).
5. Ozone room air compressor sold on ebay, awaiting payment release from ebay.
6. Valve replacement program is underway.

Business Manager Report: Nichol Daniel
 a. Reported sales for the month, Cash on hand, profit and loss statement.
 b. Reviewed adjustments report

Old Business:

1. Discuss hiring third field technician

New Business:
 a. Zach taking home company truck, write up policy for employee to sign

1. Meter purchasing discussion, will add this to the agenda in January for further discussion
2. 2024 Christmas bonus discussion vs pay increase discussion

Motion to use some of the standpipe account money if needed for deposit money to purchase generator if the loan has not come thru yet with cadence (awaiting confirmed closing date)- passed/no objections

1. Heather Hawkins
2. Kelly Showman

Motion to hire a third field technician starting at $16 an hour- passed/no objections

1. Kelly Showman
2. David Anderson

Motion made to give Christmas bonuses- passed/one opposed

1. Steve Bartlett
2. David Anderson

Motion to adjourn 7:41pm

1. Kelly Showman
2. David Anderson

The next regular meeting will be January 14, 2024 at 6 o’clock at the office.

There being no further business, the meeting was adjourned. Respectfully submitted.

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Susan Anthony- Secretary

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Steve Bartlett—Chairman

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Nichol Daniel – Office Manager