LILLY GROVE SPECIAL UTILITY DISTRICT  
An EEO Employer  
7435 FM 1638  
Nacogdoches, TX 75964  
Phone – 936-569-9292 Fax 936-569-9781  
Website [www.lillygrovesud.com](http://www.lillygrovesud.com) E-Mail [lgwater@gmail.com](mailto:lgwater@gmail.com)

Office Hours – Tuesdays, Wednesdays and Thursdays 9 am – 5 pm (closed for lunch 1pm – 2 pm)

BOARD OF DIRECTORS MEETING  
Minutes  
October 2024 Meeting  
  
A regular meeting of the Board of Directors of the above District was held October 8, 2024 at 6:00 at the district office

Steve Bartlett presiding

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

Meeting called to order and certified open 6:20pm: Steve Bartlett

Introduction of new hire, Zach Mobley

Visitors: none

Approve regular agenda items

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

Operator systems Report: Boyd Dueboay

1. Discussed the leaks, breaks or other problems for the month (9/5/24 Leak on 4” main on CR 820, 9/10/24 new meter with road bore on CR 835, 9/13/24 Nat call out system at 3:45am, reset pumps, 9/17/24 Power issue during the night. Operator came in throughout the night to check to see if the power came on, 9/20/24 Repaired leak on 4” main on CR 820 also put in a valve)
2. Discussed water loss

Business Manager Report: Nichol Daniel  
 a. Reported sales for the month   
 b. Reported Cash on hand

Motion to approve that Nichol can sign checks (with only one signature required) up to $1000

1. Steve Bartlett
2. Daniel Reid

Old Business:

a. Cadence Bank check options are implemented. Nichol is in training Monday and Tuesday.

b. Office open 5 days a week, revisit possibly schedule in November meeting

c. Confirm new computer purchase, laptop for working after hours. Kelly will check on computer & get with Nichol

d. Boyd is getting three quotes for new generators. Ludco, White electric, Pk power system

e. Update bylaws-Heather

f. Newsletter-Heather

New Business:  
 a. Capital Project- we need valves installed to isolate water. Work to install approx. 30 valves. Boyd will come up with a plan and cost. Installation goal is 2 per month. Work to notify people that we are making upgrades to the system and the water will be off for 4-6 hours per installation.

Adjourn to Executive Session at 7:51pm

Back to regular session 8:34

Approval of executive session actions  
a. Motion to approve – passed – all approved

Motion to adjourn

1. Heather Hawkins
2. Steve Bartlett

The next regular meeting will be November 12, 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